

## MINUTES

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### EXECUTIVE COMMITTEE

Thursday, April 23, 2020

2:00 p.m.

Meeting Occurred Virtually via Video and Telephone Conference

Present:

Excused:

Committee Members:

Charles L. Colman, Chairman  
Michael A. Crowley, Vice-Chair  
Mike Dawson  
James T. Dwyer  
Aloysius Nelson  
Robert Pitts  
Nancy Russell  
Daniel S. Schmidt  
David L. Stroik

Gustav W. Wirth, Jr.

Alternate:

Thomas H. Buestrin

Staff:

Kevin J. Muhs	Executive Director
Benjamin R. McKay	Deputy Director
Elizabeth A. Larsen	Director of Administration

#### ROLL CALL

Chairman Colman called the meeting to order at 2:05 p.m. Roll call was taken and a quorum was declared present.

#### APPROVAL OF MINUTES OF FEBRUARY 20, 2020, MEETING

Chairman Colman asked if there were any changes or additions to the February 20, 2020, meeting minutes. There were none.

On a motion by Mr. Dwyer, seconded by Mr. Stroik, and carried unanimously, the minutes of the Executive Committee meeting held on February 20, 2020, were approved as published.

#### ADMINISTRATIVE COMMITTEE REPORT

Chairman Colman reported that the Administrative Committee, at its meeting held just before this Executive Committee meeting, had taken the following actions.

1. Reviewed and approved disbursements for financial periods: Year 2020, Nos. 4, 5, 6, and 7 – February 3, 2020, to March 29, 2020.
2. Reviewed and approved the Statement of Projected Revenue and Expenditures for the period ending March 29, 2020.

There being no questions or comments, on a motion by Mr. Stroik, seconded by Mr. Nelson, and carried unanimously, the Administrative Committee report was approved.

### **CONSIDERATION OF CONTRACTS**

Chairman Colman asked Ms. Larsen to review the proposed contracts, noting that prior to the meeting, Committee members had received a report with a table listing six contracts. Ms. Larsen then briefly reviewed the contracts with the Committee.

In response to inquiries by Mr. Colman and Mr. Stroik regarding a survey for the District of Powers Lake, Mr. Muhs indicated that he will share the survey questions and the survey data collected upon completion of the survey.

Mr. McKay indicated that the District of Powers Lake approached the Commission to conduct the survey.

There being no additional questions or comments, on a motion by Mr. Stroik, seconded by Mr. Nelson, and carried unanimously, the contract report was accepted and the report was placed on file (copy of report attached to Official Minutes).

### **WORK PROGRAM REPORTS**

Mr. Muhs reviewed the Work Program Progress Report. He noted that the report identifies key regional and selected community and county assistance efforts (copy of report attached to Official Minutes).

In response to an inquiry by Mr. Nelson concerning the length of time the Wisconsin Department of Natural Resources (WDNR) takes to comment on the drafts of lake reports developed by the Commission staff, Mr. Muhs stated that the wait time depends upon the workload of the WDNR staff.

In response to an additional inquiry by Mr. Nelson regarding the Twin Lakes Management Plan, Mr. Muhs stated that the field work conducted for this plan has been completed on schedule.

### **UPDATE ON ELEVATOR REPAIR**

Ms. Larsen updated the Commissioners on the elevator repair.

She stated that the project has been completed in early March. The total repair costs were identical to the estimate previously provided to the Committee, and no additional costs were incurred.

### **CORRESPONDENCE AND ANNOUNCEMENTS**

Mr. Colman asked if there were any correspondence or announcements. Mr. Muhs stated there was no correspondence. He asked for feedback from Commissioners regarding the utilization of GoToWebinar for the Committee meeting. He mentioned that many commonly used videoconferencing solutions have experienced challenges with regard to a public meeting being compromised by individuals that then “hi-

jack” the meeting to broadcast inappropriate or offensive materials. Therefore, staff determined that the GoToWebinar platform provided the most secure way to conduct Commission Committee and Advisory Committee meetings.

Mr. Nelson commented that Kenosha County uses Microsoft Teams.

Mr. Stroik commented that he thought GoToWebinar was easier to use than Microsoft Teams.

#### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:25 p.m. on a motion by Mr. Stroik, seconded by Mr. Dwyer, and carried unanimously.

Respectfully submitted,

Kevin J. Muhs  
Deputy Secretary