

**MINUTES**  
**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**  
**QUARTERLY COMMISSION MEETING**

Wednesday, December 9, 2020

3:00 p.m.

Meeting occurred virtually via Video and Telephone Conference

**Present:**

**Excused:**

Commissioners:

Charles L. Colman, Chairman  
Michael A. Crowley, Vice-Chairman  
Steve Bostrom  
Donna Brown-Martin  
Thomas H. Buestrin  
Jonathan Delagrave  
Jose Delgado  
James Dwyer  
Brian Holt  
Mary Knipper  
James A. Ladwig  
Theodore Lipscomb, Sr.  
Aloysius Nelson  
Robert W. Pitts  
Jeffrey D. Schleif  
Daniel S. Schmidt  
Peggy L. Shumway  
Adam Tindall-Schlicht  
David L. Stroik  
Gustav W. Wirth, Jr.

Staff:

Kevin J. Muhs	Executive Director
Benjamin R. McKay	Deputy Director
Elizabeth A. Larsen	Director of Administration
Laura K. Herrick	Chief Environmental Engineer

**ROLL CALL**

Chairman Colman called the 273<sup>rd</sup> meeting of the Commission to order at 3:00 p.m. Roll call was taken, and a quorum was declared present.

### **INTRODUCTION AND SEATING OF NEW COMMISSIONER (RACINE COUNTY)**

Chairman Colman called on Mr. Ladwig to introduce Jonathan Delagrave as the Commission's new Racine County Commissioner. Mr. Ladwig noted that Mr. Delagrave was first elected as the Racine County Executive in April 2015 and re-elected in April 2019. Prior to his tenure as the Racine County Executive, Mr. Delagrave held several positions in the County Human Services Department culminating in his appointment as Director in 2010.

Mr. Ladwig also noted that Mr. Delagrave has a Bachelor of Science degree from the University of Wisconsin-LaCrosse and a master's degree in Public Administration from the University of Wisconsin-Milwaukee. Mr. Delagrave replaces Mr. Mike Dawson.

Mr. Stroik made a motion, seconded by Mr. Schmidt, and carried unanimously, to formally seat Mr. Jonathan Delagrave as a Commissioner representing Racine County on the Southeastern Wisconsin Regional Planning Commission. Mr. Delagrave then stated that he is honored to participate as a Commissioner representing Racine County.

### **INTRODUCTION AND SEATING OF NEW COMMISSIONER (WALWORTH COUNTY)**

Chairman Colman called on Ms. Knipper to introduce the new Walworth County Commissioner Brian Holt. Ms. Knipper stated that Brian is a Walworth County Supervisor from the Town of Delavan. Mr. Holt is also a member of the Elkhorn Rotary Club and serves on the board of directors for the Lake Geneva Jaycees.

Ms. Knipper further stated that Mr. Holt attended college in Milwaukee and spent a year traveling the country on his bicycle. Mr. Holt now works on his family's 125-year-old farm. Mr. Holt replaces Ms. Nancy Russell.

Ms. Knipper made a motion, seconded by Mr. Dwyer, and carried unanimously, to formally seat Mr. Brian Holt as a Commissioner representing Walworth County on the Southeastern Wisconsin Regional Planning Commission. Mr. Holt stated that he is looking forward to being part of the Commission and to represent Walworth County.

### **APPROVAL OF MINUTES OF THE SEPTEMBER 16, 2020, QUARTERLY COMMISSION MEETING**

On a motion by Mr. Stroik, seconded by Mr. Crowley, and carried unanimously, the minutes of the September 16, 2020, Quarterly Commission Meeting were approved as published.

### **REGIONAL CHLORIDE IMPACT STUDY PRESENTATION**

Chairman Colman called on Mr. Kevin Muhs to give the presentation on the "Regional Chloride Impact Study" (copy of the presentation is attached to the Official Minutes).

Mr. Muhs gave a brief overview of the impact that chloride has lakes, rivers, and streams. He then introduced Ms. Laura K. Herrick, Chief Environmental Engineer, to give the presentation.

During Ms. Herrick's presentation the following questions and comments were addressed.

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In response to an inquiry by Mr. Colman concerning water sampling in deep lakes, Ms. Herrick stated that the In-Situ Sonde sampling device can obtain water samples within five feet of the bottom of all lakes in the Region.

In response to an inquiry by Mr. Stroik comparing the salinity of ocean water on the east and west coasts, to the salinity of lake water in the Midwest, Mr. Muhs stated that the salinity of ocean water is 35 parts per thousand, or about 19,000 milligrams per liter (mg/l) chloride. Samples taken from the six lakes in the region have been in the range of 50 to 250 mg/l chloride.

In response to an inquiry by Ms. Knipper concerning on-going presentations about this study, Ms. Herrick responded that staff working on this project do conduct presentations that introduce individuals to this project and provides updates on the fieldwork and findings to date.

In response to an inquiry by Mr. Schleif, Ms. Herrick stated that Commissioners should e-mail Kevin or herself with data on personal household salt usage.

At the conclusion of Ms. Herrick's presentation, Mr. Muhs credited Ms. Herrick's staff and recognized the cutting-edge technology that staff is using to conduct this state-of-the-art study. He also thanked Ms. Herrick for taking on a challenging project.

### **TREASURER'S REPORT**

Chairman Colman called on Mr. Stroik to present the Treasurer's Report. Mr. Stroik noted that a copy of the Treasurer's Report had been provided to all Commissioners for review prior to the meeting and called attention to the following items:

1. Based upon disbursements through October 25, 2020, it is projected that total disbursements for the year will approximate \$8.05 million. Revenues are projected at about \$8.05 million, exclusive of interest income and miscellaneous revenues.
2. The total amount of funds held by the Commission in the various operating, liability, and reserve accounts approximates \$5.3 million. The various accounts are identified on the second page of the report.
3. As of October 25, 2020, the Commission had in investments and cash on hand, approximately \$6.62 million. \$5.3 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of October 25, 2020, that fund was yielding 0.10 percent interest. Other funds are held in savings, checking, and certificate of deposit accounts at several banks.

There being no discussion, on a motion by Mr. Schleif, seconded by Mr. Nelson, and carried unanimously, the Treasurer's Report for the period ending October 25, 2020, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

### **STANDING COMMITTEE REPORTS**

#### **Planning and Research Committee**

Chairman Colman called on Mr. Schmidt to present the Planning and Research Committee report. Mr. Schmidt noted that the report had been provided to all Commissioners prior to the meeting. He also noted that the Planning and Research Committee had met once since the Commission's Quarterly meeting on September 16, 2020.

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On November 10, 2020, the Committee discussed the proposed Regional Food System Plan and considered the associated Advisory Committee makeup.

There being no discussion, on a motion by Mr. Pitts, seconded by Mr. Nelson, and carried unanimously, the Planning and Research Committee Report was approved (copy of the Planning and Research Committee Report is attached to the Official Minutes).

### **Administrative Committee Report**

Chairman Colman called on Mr. Dwyer to present the Administrative Committee report. Mr. Dwyer noted that the report had been provided to all Commissioners prior to the meeting. He also noted that the Administrative Committee had met two times since the Quarterly Commission Meeting on September 16, 2020.

On Thursday, October 22, 2020, the Committee took the following actions:

1. Reviewed and approved disbursements for four financial periods: year 2020 Nos. 17, 18, 19, and 20 for the period August 3, 2020, to September 27, 2020.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 27, 2020.
3. Received a report on the network capacity and backup server upgrade and approved an upgrade to the servers hosting the regional travel demand models.
4. Received a report on the 2021 Commission Health Insurance.
5. Approved the option to offer Delta Vision coverage to staff at no cost to the Commission.
6. Selected the firm of CliftonLarsonAllen to complete the calendar year 2020 audit.
7. Approved the purchase of a Chevrolet Silverado to replace the 2013 Chevrolet Silverado.

On Thursday, November 19, 2020, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2020 Nos. 21 and 22, for the period September 28, 2020, to October 25, 2020.
2. Reviewed the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 25, 2020.
3. Received a report on staff enrollment in the Wisconsin Department of Employee Trust Funds health insurance program for calendar year 2021.

There being no discussion, on a motion by Mr. Nelson, seconded by Mr. Schmidt, and carried unanimously, the Administrative Committee Report was approved (copy of the Administrative Committee Report is attached to the Official Minutes).

### **Executive Committee Report**

Commission Chairman Colman, as Chairman of the Executive Committee, provided the Executive Committee report. He stated that the Executive Committee had met two times since the Quarterly Commission Meeting on September 16, 2020. He reported on the October 22, 2020, and the November 19, 2020, Committee meetings as follows:

At both meetings, the Committee:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved proposed contracts for planning work. One contract was approved in October and two contracts were approved in November. The details of those contracts are attached to the Official Minutes.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2020. The most recent progress report is attached to the Official Minutes.

In addition, at its October meeting the Committee took the following actions:

1. Directed the Planning and Research Committee to develop an Advisory Committee to guide a regional food system planning effort.
2. Reviewed and approved an amendment to the 2020 Overall Work Program (OWP). This amendment revised the 2020 OWP, which involved a routine budget adjustment among the Continuing Land Use and Transportation Study (CLUTS) projects funded by the Federal Highway Administration and the Wisconsin Department of Transportation. The overall budget for the CLUTS projects did not change.
3. Reviewed and approved the Commission 2020 Title VI Program. The Commission is required to update its Title VI program at regular intervals and submit the program to the Wisconsin Department of Transportation. The Title VI report documents the Commission's full compliance with Title VI of the Civil Rights Act of 1964, in its role as the metropolitan transportation planning organization for Southeastern Wisconsin.

At the November meeting, the Committee discussed a scholarship initiative between the Commission and the University of Wisconsin-Milwaukee and took the following actions:

1. Reviewed and approved the Advisory Committee to guide the regional food system planning effort.
2. Reviewed and approved the 2021 Overall Work Program for the Commission.
3. Reviewed and approved amendments to the 2019-2022 Regional TIP. These amendments to the 2019-2022 TIP were necessary to advance four existing projects and one new project, which were approved by the Commission's Advisory Committee on Transportation System Planning and Programming for the Milwaukee Urbanized Area.

There being no discussion, on a motion by Mr. Stroik, seconded by Mr. Crowley, and carried unanimously, the Executive Committee Report was approved (copy of the Executive Committee Report is attached to the Official Minutes).

**REPORT ON NOMINATING COMMITTEE**

Chairman Colman asked Mr. Dwyer, Chairman of the Nominating Committee, to assume the Chair.

Mr. Dwyer noted that the Nominating Committee, as appointed by the Commission Chairman in accordance with Commission Bylaws, consisted of Commissioners Aloysius Nelson of Kenosha County; Donna Brown-Martin of Milwaukee County; Thomas Buestrin of Ozaukee County; James Ladwig of Racine County; Mary Knipper of Walworth County; Daniel Schmidt of Washington County; and himself as Chairman and representative of Waukesha County.

Mr. Dwyer reported that the Committee met virtually on November 19, 2020, and acted unanimously to nominate the following individuals for election to the offices indicated for a two-year term:

Chairman .....	Charles L. Colman
Vice-Chairman .....	Michael A. Crowley
Secretary .....	Gustav W. Wirth, Jr.
Treasurer .....	David L. Stroik

Mr. Pitts commented on the practice that Commissioner's who are elected officials may not hold the Commission Chairman seat. Mr. Buestrin stated that elected officials serve the county they represent while the Commission represents the Region. He further stated that Commissioners appointed by the Governor are expected to have a broader, regional outlook.

Mr. Pitts then asked if the Commissioners agreed with this, and indicated that he believed it may be time to review this policy as it may exclude desirable candidates.

Mr. Dwyer stated that elected officials do not hold the position of Commission Chairman because decisions regarding the Commission's work must be made for the Region. He further stated that an elected official may be put in the position to make a decision that is against the position of their County. In addition, elected officials may serve a shorter term than the six-year term of a Commissioner.

Mr. Bostrom noted that as a former elected official, he was appointed to the Commission when he was a county board supervisor, and he has stayed on the Commission after his term with the county ended. He noted that he did have the county attorney review the Commission Bylaws to determine that there is no mandate that a Commissioner vacate their seat even if they no longer serve as an elected official for the County that appointed them.

Mr. Wirth stated that should a county official hold the position of Commission Chairman; it could appear that a vote could be for the Commissioner's County, which may not be in the best interest of the Commission.

Mr. Muhs stated that the Commissioners may designate the Executive Committee to review the Commission Bylaws.

Mr. Colman stated a review of the Commission Bylaws would not hurt but questioned whether the Commissioners would want to go through this review process at this time.

Mr. Dwyer asked if there were any additional comments regarding the election of the Commission offices of Chairman, Vice-Chairman, Secretary, and Treasurer.

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There being none, it was moved by Mr. Schmidt, seconded by Mr. Pitts, and carried unanimously, to elect Mr. Colman to serve as Chairman, Mr. Crowley to serve as Vice-Chairman, Mr. Wirth to serve as Secretary, and Mr. Stroik to serve as Treasurer, as nominated by the Nominating Committee for calendar years 2021 and 2022.

Chairman Colman then resumed the Chair and congratulated the officers on their election.

**CONSIDERATION AND APPROVAL OF THE 2021-2024 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

Chairman Colman asked the Commission to consider adoption of the 2021-2024 Regional Transportation Improvement Program (TIP) and Resolution No. 2020-14 noting that these materials were provided prior to this meeting. He then called upon Mr. Muhs to present the projects and the resolution.

Mr. Muhs presented Resolution 2020-14, which provides for Commission approval and adoption of the 2021-2024 Regional Transportation Improvement Program (TIP). He explained that the TIP is a federally required listing of all arterial highway, public transit, and other related transportation projects proposed by State and local governments to be implemented over the next four years in the seven-county Southeastern Wisconsin Region. He emphasized that all the projects included in the TIP are consistent with the Regional Transportation Plan and that both the Plan and TIP must be determined to conform to the Wisconsin Department of Natural Resources State Implementation Plan for Air Quality Management. He stated that the 2021-2024 TIP was reviewed and unanimously approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, West Bend and Round Lake Beach-Wisconsin urbanized areas.

There being no further questions or comments, on a motion by Mr. Dwyer, to approve Resolution No. 2020-14, seconded by Mr. Stroik, and carried by a vote of 20 ayes and 0 nays, Resolution No. 2020-14 was approved (copy of Resolution No. 2020-14 is attached to the Official Minutes).

**CORRESPONDENCE/ANNOUNCEMENTS**

Mr. Muhs stated that he will forward to the Commissioners the dates of the Commission and Committee meetings for Calendar Year 2021. Those Commissioners that use e-mail will receive calendar invites to all the quarterly meetings and their appropriate Committee meetings.

He also stated that the 2019 Annual Report will be mailed shortly and to expect the 2020 Annual Report by June 2021.

**ADJOURNMENT**

There being no further business to come before the Commission, on a motion by Mr. Stroik, seconded by Mr. Schmidt, and carried unanimously, the meeting was adjourned at 4:03 p.m.

Respectfully submitted,

Kevin J. Muhs  
Deputy Secretary

KJM/BRM/EAL  
#255957