

**MINUTES**

**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**

**EXECUTIVE COMMITTEE**

Thursday, June 24, 2021

2:00 p.m.

SEWRPC Office Building  
Commissioners' Conference Room  
W239 N1812 Rockwood Drive  
Waukesha, WI 5318

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present:

Excused:

Committee Members:

Charles L. Colman, Chairman  
Donna Brown-Martin  
Thomas H. Buestrin  
Michael A. Crowley  
Jonathan Delagrave  
Aloysius Nelson  
Robert W. Pitts  
Daniel S. Schmidt  
David L. Stroik  
Gustave W. Wirth, Jr.

James T. Dwyer

Alternate: Thomas H. Buestrin

Staff:

Kevin J. Muhs	Executive Director
Benjamin R. McKay	Deputy Director
Elizabeth A. Larsen	Director of Administration
Catherine Pozum	Human Resources Assistant/Bookkeeper

**ROLL CALL**

Chairman Colman called the meeting to order at 1:51 p.m. Roll call was taken, and a quorum was declared present. Mr. Muhs noted for the record that Commissioner Dwyer had asked to be excused.

**APPROVAL OF MINUTES OF MAY 20, 2021, MEETING**

Chairman Colman asked if there were any changes or additions to the May 20, 2021, meeting minutes. There were none.

On a motion by Mr. Stroik, seconded by Mr. Delagrave, and carried unanimously, the minutes of the Executive Committee meeting held on May 20, 2021, were approved as published.

## **CONSIDERATION OF 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 2021 Nos. 10, 11, and 12 – April 26, 2021, to June 6, 2021.
2. Reviewed and approved the Statement of Projected Revenue and Expenditures for the period ending June 6, 2021.
3. Received a report on annual salary adjustments, which were made on the basis of merit, equity adjustments and promotion.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Wirth, 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 member had received a report with a table listing nine contracts. Ms. Larsen then briefly reviewed the contracts with the Committee.

In response to an inquiry by Mr. Colman concerning progress on the North South Transit Enhancement Study, Mr. Muhs explained that the staff are completing the second round of public outreach efforts, with the third round of public outreach efforts to be held fall 2021.

There being no additional questions or comments, on a motion by Mr. Crowley, 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**

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

In response into an inquiry by Mr. Colman regarding the adoption of the Comprehensive Economic Development Strategy (CEDS), by the Counties, Mr. Muhs stated that as a result of the CEDS adoption, the Counties will be eligible to apply for economic development grants for areas that are experiencing economic distress. The CEDS report will extend the grant eligibility period through 2025.

## **CORRESPONDENCE AND ANNOUNCEMENTS**

Chairman Colman asked if there were any correspondence or announcements. There were none.

## **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 1:58 p.m. on a motion by Mr. Stroik, seconded by Mr. Nelson, and carried unanimously.

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Executive Committee  
June 24, 2021

Charles L. Colman  
Chairman

Enclosures  
CLC/KJM/EAL/cp  
ExecJune2021#258107