

**MINUTES**

**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**

**EXECUTIVE COMMITTEE**

Thursday, September 23, 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:

Michael A. Crowley, Vice-Chairman  
Donna Brown-Martin  
Jonathan Delagrave  
James T. Dwyer  
Aloysius Nelson  
Robert W. Pitts  
Daniel S. Schmidt  
David L. Stroik  
Gustave W. Wirth, Jr.

Charles L. Colman

Alternate:

Thomas H. Buestrin

Staff:

Kevin J. Muhs  
Benjamin R. McKay  
Elizabeth A. Larsen

Executive Director  
Deputy Director  
Director of Administration

**ROLL CALL**

Vice-Chairman Crowley called the meeting to order at 1:45 p.m. Roll call was taken, and a quorum was declared present. Vice-Chairman Crowley noted for the record that Commissioner's Buestrin and Colman had asked to be excused.

**APPROVAL OF MINUTES OF JULY 22, 2021, MEETING**

Vice-Chairman Crowley asked if there were any changes or additions to the July 22, 2021, 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 July 22, 2021, were approved as published.

**CONSIDERATION OF ADMINISTRATIVE COMMITTEE REPORT**

Vice-Chairman Crowley 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. 15, 16, 17 and 18 – July 5, 2021, to August 29, 2021.
2. Reviewed and approved the Statement of Projected Revenue and Expenditures for the period ending August 29, 2021.
3. Reviewed and approved the Hybrid Remote Work Policy.

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

### **CONSIDERATION OF CONTRACTS**

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

In response to an inquiry by Mr. Stroik, Mr. Muhs stated that the Commission, in assisting both Milwaukee County and Walworth County with their redistricting maps, is using staff appropriately given the Commission's access to the U.S. Census data and the ability to make maps using this data.

There being no additional questions or comments, on a motion by Mr. Stroik, seconded by Mr. Schmidt, 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**

Vice-Chairman Crowley 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).

### **CONSIDERATION OF TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENTS (Resolution No. 2021-09)**

Vice-Chairman Crowley asked the Commission to consider adoption of Resolution No. 2021-09, which is an amendment to the Transportation Improvement Program for Southeastern Wisconsin: 2021-2024.

Mr. Muhs presented Resolution 2021-09, amending the 2021-2024 Regional Transportation Improvement Program (TIP). He indicated there are 11 existing projects and 12 new projects to be amended into the TIP. He stated that the addition of these projects to the TIP was approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and West Bend Urbanized Areas.

There being no questions or comments, on a motion by Mr. Dwyer to approve Resolution No. 2021-09, seconded by Mr. Stroik, and carried by a vote on 9 ayes and 0 nays, Resolution No. 2021-09 was approved (copy of Resolution 2021-09 attached to Official Minutes).

### **CONSIDERATION OF AMENDMENT TO THE 2021 OVERALL WORK PROGRAM, (Resolution No. 2021-10)**

Vice-Chairman Crowley asked the Commission to consider adoption of Resolution No. 2021-10, which is an amendment to the 2021 adopted Commission Overall Work Program (OWP).

Mr. Muhs stated that this amendment is a proposed revision of the 2021 OWP, which includes a routine budget adjustment to the Continuing Land Use and Transportation Study (CLUTS) projects funded by the Federal Highway Administration (FHWA) and the Wisconsin Department of Transportation (WisDOT).

He stated that the budget estimates for the CLUTS projects are determined in the OWP in September of the previous year. As the work for the CLUTS projects proceeds during the year, the budgets for the projects within the CLUTS program area may be revised to reflect the changing work efforts of each project and are then modified toward year-end and in this case after year end due to heavier than anticipated work in certain project areas. The overall budget for the CLUTS program is not proposed to change.

There being no questions or comments, on a motion by Mr. Dwyer to approve Resolution No. 2021-10, seconded by Mr. Schmidt, and carried by a vote on 9 ayes and 0 nays, Resolution No. 2021-10 was approved (copy of Resolution 2021-10 attached to Official Minutes).

### **CORRESPONDENCE AND ANNOUNCEMENTS**

Vice-Chairman Crowley asked if there were any correspondence or announcements. Mr. Muhs stated that a Bill has been brought to the State of Wisconsin Assembly and Senate to ensure that Wisconsin Regional Planning Commissions are not charged property taxes on buildings they own. Payment for services, such as fire and police protection are allowed under this Bill.

In response to an inquiry by Mr. Stroik, Mr. Muhs indicated that the Commission does not pay property taxes for the building and land it owns containing the Commission's offices, but does make an annual Payment In Lieu of Taxes to the City of Pewaukee

### **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.

Michael A. Crowley  
Vice-Chairman

Enclosures  
MAC/KJM/EAL  
ExecSept#259548