

**MINUTES**

**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**

**EXECUTIVE COMMITTEE**

Thursday, October 21, 2021

2:00 p.m.

SEWRPC Office Building  
Commissioners' Conference Room  
W239 N1812 Rockwood Drive  
Waukesha, WI 53188

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present:

Excused:

Committee Members:

Charles L. Colman, Chairman  
Michael A. Crowley, Vice-Chairman  
Aloysius Nelson  
Robert W. Pitts  
Daniel S. Schmidt  
David L. Stroik  
Gustave W. Wirth, Jr.

Donna Brown-Martin  
Jonathan Delagrave  
James T. Dwyer

Alternate: Thomas H. Buestrin

Staff:

Benjamin R. McKay  
Elizabeth A. Larsen  
Catherine M. Pozum

Deputy Director  
Director of Administration  
Human Resources Assistant/Bookkeeper

**ROLL CALL**

Chairman Colman called the meeting to order at 2:15 p.m. Roll call was taken, and a quorum was declared present. Chairman Colman noted for the record that Commissioners Brown-Martin, Delagrave, and Dwyer had asked to be excused.

**APPROVAL OF MINUTES OF SEPTEMBER 23, 2021, MEETING**

Chairman Colman asked if there were any changes or additions to the September 23, 2021, meeting minutes. There were none.

On a motion by Mr. Nelson, seconded by Mr. Stroik, and carried unanimously, the minutes of the Executive Committee meeting held on September 23, 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. Received a report on the 2020 Commission audit.

2. Reviewed and approved disbursements for financial periods: Year 2021 Nos. 19 and 20 – August 30, 2021, to September 26, 2021.
3. Reviewed and approved the Statement of Projected Revenue and Expenditures for the period ending September 26, 2021.
4. Received a report on 2022 Commission Health Insurance.

There being no questions or comments, on a motion by Mr. Schmidt, seconded by Mr. Crowley, 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 four contracts. Ms. Larsen then briefly reviewed the contracts with the Committee.

There being no 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**

Chairman Colman requested that Mr. McKay review the Work Program Progress Report. Mr. McKay 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 to an inquiry by Mr. Crowley, Mr. McKay stated that when a community is interested in having the Commission assist with preparing a comprehensive plan, staff from the community will contact Commission staff to discuss the planning process, timeline, and cost. Mr. McKay also stated that the community will pay a fee for the preparation of the plan.

### **CORRESPONDENCE AND ANNOUNCEMENTS**

Chairman Colman asked if there were any correspondence or announcements.

Mr. McKay stated that there was no correspondence but announced that the Planning and Research Committee meeting will be held on November 9, 2021, at 1:30 p.m. in the Commission offices. An update on the Chloride Study will be presented.

Mr. McKay also announced that Mr. Dewayne Johnson has been appointed as a Commissioner for Waukesha County to serve out the remainder Mr. Jose Delgado's term.

Mr. McKay then brought to the attention of the Committee that Mr. Michael Crowley had received The Freeman Citizen of the Year Award for 2020.

Mr. Nelson announced that the grand opening of the Kenosha County Veterans Memorial Park was held on October 12, 2021. The Kenosha County Veterans Memorial Park was dedicated to honor area veterans.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:28 p.m. on a motion by Mr. Wirth, seconded by Mr. Pitts, and carried unanimously.

Benjamin R. McKay  
Acting – Deputy Secretary

Enclosures

CLC/KJM/BRM/EAL/cp  
ExecOct#259596