

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTERLY COMMISSION MEETING

Wednesday, December 8, 2021

3:00 p.m.

Milwaukee County Department of Transportation
10320 W. Watertown Plank Road
Wauwatosa, WI 53226

Large Conference Room, 2nd Floor

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present:

Excused:

Commissioners:

Charles L. Colman, Chairman
Michael A. Crowley, Vice-Chairman
Donna Brown-Martin
Jonathan Delagrave
James T. Dwyer
Brian E. Holt
Dewayne Johnson
Mary Knipper
James A. Ladwig
Theodore Lipscomb, Sr.
Natalia Minkel-Dumit
Aloysius Nelson
John O'Day
Robert W. Pitts
Jeffrey D. Schleif
Daniel S. Schmidt
David L. Stroik
Adam M. Tindall-Schlicht
Gustav W. Wirth, Jr.

Peggy L. Shumway
Thomas H. Buestrin

Staff:

Kevin J. Muhs
Benjamin R. McKay
Elizabeth A. Larsen
Catherine M. Pozum

Executive Director
Deputy Director
Director of Administration
Human Resources Assistant/Bookkeeper

ROLL CALL

Chairman Colman called the 277th meeting of the Commission to order at 3:00 p.m. Roll call was taken, and a quorum was declared present. Chairman Colman indicated for the record that Commissioners Buestrin and Shumway had asked to be excused.

INTRODUCTION AND SEATING OF NEW COMMISSIONER (WAUKESHA COUNTY)

Chairman Colman called on Mr. Dwyer to introduce Dewayne Johnson. Mr. Dwyer noted that Mr. Johnson is serving in the seat previously held by Mr. Jose Delgado. Mr. Dwyer then provided a brief biography of Mr. Johnson, noting that he has served in several capacities with the Wisconsin Department of Transportation for more than 30 years, including most recently as Director of the Southeast Region.

Mr. Dwyer made a motion, seconded by Mr. Schleif, and carried unanimously, to formally seat Mr. Dewayne Johnson as a Commissioner representing Waukesha County on the Southeastern Wisconsin Regional Planning Commission.

Mr. Johnson stated that he is honored to join the Commission and assist with the Commission's work efforts.

APPROVAL OF MINUTES OF THE SEPTEMBER 15, 2021, QUARTERLY COMMISSION MEETING

On a motion by Mr. Pitts, seconded by Mr. Stroik, and carried unanimously, the minutes of the September 15, 2021, Quarterly Commission Meeting were approved as published.

TREASURER'S REPORT

Mr. 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 24, 2021, it is projected that total disbursements for the year will approximate \$7.69 million. Revenues are projected at about \$7.69 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 \$4.97 million. The various accounts are identified on the second page of the report.
3. As of October 24, 2021, the Commission had in investments and cash on hand approximately \$6.86 million. Nearly \$5.6 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of October 24, 2021, that fund was yielding 0.05 percent interest. Other funds are held in savings, checking, and certificate of deposit accounts at several banks.

There being no further discussion, on a motion by Mr. Schmidt, seconded by Mr. Pitts, and carried unanimously, the Treasurer's Report for the period ending October 24, 2021, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

STANDING COMMITTEE REPORTS

Planning and Research Committee

Chairman Colman asked 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 15, 2021.

On November 9, 2021, the Committee received an update on staff efforts and progress on the Regional Chloride Impact Study.

There being no discussion, on a motion by Mr. Schleif, seconded by Mr. Holt, 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 asked 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 three times since the Quarterly Commission Meeting on September 15, 2021.

On Thursday, September 23, 2021, the Committee took the following actions:

1. Reviewed and approved disbursements for four financial periods: year 2021 Nos. 15, 16, 17, and 18, for the period July 5, 2021, to August 29, 2021.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the financial reporting period ending August 29, 2021.
3. Reviewed and approved, contingent on the review of the Commission's attorney, a Remote Work Policy for the Commission staff.

On Thursday, October 21, 2021, the Committee took the following actions:

1. Received and accepted the year 2020 Commission Audit Report.
2. Reviewed and approved disbursements for two financial periods: year 2021 Nos. 19 and 20, for the period August 30, 2021, to September 26, 2021.
3. Reviewed and approved the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 26, 2021.
4. Received a report on the 2022 Commission Health Insurance.

On Thursday, November 18, 2021, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2021 Nos. 21 and 22, for the period September 27, 2021, to October 24, 2021.

Quarterly Commission Meeting
December 8, 2021

2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 24, 2021.
3. Received a report on staff enrollment in the Wisconsin Department of Employee Trust Funds health insurance program for calendar year 2022.
4. Selected the firm of CliftonLarsonAllen to complete the calendar year 2021 audit.

In response to an inquiry by Mr. Schleif on the Remote Work Policy, Mr. Muhs stated this policy will be implemented when it is appropriate given the course of COVID-19 variants. He further stated that policies and procedures will be developed for staff to request remote workdays, with the expectation that staff must work in the office at a minimum of two days per week. Additionally, it is expected that each Division will have at least one day per week when all staff will be in the office at the same time to facilitate and encourage greater collaboration. Currently about 85 percent of staff comes into the office at least one day a week.

There being no discussion, on a motion by Mr. Dwyer, seconded by Mr. Schleif, 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 met three times since the Quarterly Commission Meeting on September 15, 2021. Chairman Colman's report on the September 23, 2021, October 21, 2021, and November 18, 2021, meetings follow:

At all three 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. Eight contracts were approved in September, four contracts were approved in October, and one contract was approved in November. The details of those contracts were attached to the Committee report.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2021. The most recent progress report was attached to the Committee report.

At the September meeting the Committee took the following actions:

1. Reviewed and approved project amendments to the 2021-2024 Regional TIP. These amendments to the 2021-2024 TIP were necessary to advance 11 existing projects and 12 new projects, which were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and West Bend Urbanized Areas.
2. Reviewed and approved an amendment to the 2021 Overall Work Program (OWP). This amendment revised the 2021 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.

Quarterly Commission Meeting
December 8, 2021

In addition, at the November meeting the Committee took the following actions:

1. Discussed a Reserves Policy for the Commission.
2. Reviewed and approved the 2022 Overall Work Program for the Commission.
3. Reviewed and approved project amendments to the 2021-2024 Regional TIP. These amendments to the 2021-2024 TIP were necessary to advance five existing projects and 13 new projects, which were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Milwaukee, Racine, and West Bend Urbanized Areas.

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

PRESENTATION ON THE INFRASTRUCTURE INVESTMENT AND JOBS ACT

Chairman Colman asked Mr. Muhs to present to the Commission an overview of the Infrastructure Investment and Jobs Act.

Mr. Muhs presented the power point presentation titled, "Overview of the Infrastructure Investment and Jobs Act."

During the presentation the following comments were made.

In response to an inquiry by Mr. Dwyer concerning project timelines, Mr. Muhs stated that county and local government capital improvement programs often look five years into the future, but some projects with preliminary engineering completed may be able to move forward on a quicker timeline.

In response to an additional inquiry by Mr. Dwyer concerning the role of the Commission in notifying the Counties of available funding, Mr. Muhs stated that staff works with WisDOT in project selection and will work with WisDOT staff on notifying local governments of available funding and timelines. Ms. Brown-Martin noted that Counties are already working on identifying projects that may be ready to move forward.

Mr. Johnson inquired if there were any ramp up challenges to identifying potential projects for funding. Mr. Muhs acknowledged those challenges, including staff capacity limitations at all levels of government, but stated that the Commission staff will work with WisDOT and local governments to obligate funds in the timeframe required.

In response to an inquiry from Ms. Brown-Martin regarding the Highway Safety Improvement Program, Mr. Muhs noted that the IJA includes \$16.8 billion for the program and additional funds geared towards improving safety and resiliency.

In response to an additional inquiry from Ms. Brown-Martin regarding freight transportation funding, Mr. Muhs stated that the IJA includes \$66 billion in funding for intercity passenger and freight rail.

In response to an inquiry by Mr. Nelson concerning commuter rail service, Mr. Muhs stated that commuter rail projects fall under the Federal Transit Administration.

Quarterly Commission Meeting
December 8, 2021

In response to an inquiry by Mr. Schleif concerning freight rail service to and an intermodal facility at the Port of Milwaukee, Mr. Tindall-Schlicht stated that an opportunity for a new multimodal facility could result from a merger between the Canadian Pacific and Kansas City Southern rail lines.

In response to an inquiry by Mr. Stroik concerning the oversight of the St. Lawrence Seaway, Mr. Tindall-Schlicht stated that the Great Lakes St. Lawrence Seaway Development Corporation was created in 1954 to operate and maintain the Seaway between Montreal and Lake Erie.

UPDATE ON THE DEVELOPMENT OF A COMMISSION RESERVES POLICY

Mr. Muhs stated that the issue of a reserves policy was raised at the Annual Committee meeting in June. A draft of the reserves policy was presented at the November Executive Committee meeting for discussion. A revised draft of the policy will be presented at the January Executive Committee meeting for approval. The goal of the policy is to structure a plan for the Commission's reserve funds.

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Muhs stated that Chairman Colman had cancelled the December Administrative and Executive meetings. In addition, each Commissioner received a copy of the 2022 meeting schedule.

ADJOURNMENT

Mr. Lipscomb announced that this would be his last meeting and stated it was a pleasure serving for the Commission.

There being no further business to come before the Commission, on a motion by Mr. Stroik, seconded by Mr. Nelson, and carried unanimously, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Kevin J. Muhs
Deputy Secretary

KJM/BRM/EAL/cp
#00260360