

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTLY COMMISSION MEETING

Wednesday, September 14, 2022

3:10 p.m.

Yerkes Observatory
373 W Geneva St
Williams Bay, WI 53191

Ann M. Drake Library

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present:

Commissioners:

Charles L. Colman, Chairman
Michael A. Crowley, Vice-Chairman
Donna Brown-Martin
James T. Dwyer
Brian E. Holt
Dewayne Johnson
Mary Knipper
Natalia Minkel-Dumit
Aloysius Nelson
John O'Day
Robert W. Pitts
Jeffrey D. Schleif
Peggy L. Shumway
David L. Stroik
Gustav W. Wirth, Jr.

Excused:

Thomas H. Buestrin
Jonathan Delagrave
James A. Ladwig
Marcelia Nicholson
Daniel S. Schmidt
Adam M. Tindall-Schlicht

Staff:

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

ROLL CALL

Chairman Colman called the 280th meeting of the Commission to order at 3:10 p.m. Roll call was taken, and a quorum was declared present. Chairman Colman indicated for the record that Commissioners Buestrin, Delagrave, Ladwig, Nicholson, Schmidt, and Tindall-Schlicht had asked to be excused.

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Mr. Dennis Kois, Executive Director of the Yerkes Foundation, welcomed the Commissioners to Walworth County and to Yerkes Observatory. Mr. Kois discussed the history of the Observatory followed by a tour of the Great Refractor dome.

APPROVAL OF MINUTES OF THE JUNE 15, 2022, ANNUAL COMMISSION MEETING

On a motion by Mr. Pitts, seconded by Mr. Dwyer, and carried unanimously, the minutes of the June 15, 2022, Annual 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 July 31, 2022, it is projected that total disbursements for the year will approximate \$8.95 million. Revenues are projected at about \$8.99 million, exclusive of interest income and miscellaneous revenues.
2. The Commission's Reserves Policy indicates a minimum reserve amount of \$5,170,950, with a maximum reserve amount of \$11,241,895. The audited cash and cash equivalents at end of year 2021 are \$5,744,190.
3. As of July 31, 2022, the Commission had in investments and cash on hand approximately \$7.38 million. Just over \$6.5 million are invested in the State of Wisconsin Local Government Pooled Investment Fund. As of July 31, 2022, that fund was yielding 1.55 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. Nelson, seconded by Mr. Johnson, and carried unanimously, the Treasurer's Report for the period ending July 31, 2022, 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. Schleif to present the Planning and Research Committee report. Mr. Schleif noted that the report had been provided to all Commissioners prior to the meeting. He noted that the Planning and Research Committee had met twice since the Commission's Quarterly meeting on June 15, 2022.

On August 9, 2022, the Committee took the following action:

1. Reviewed and acted to recommend to the Commission adoption of the SEWRPC Community Assistance Planning Report No. 132 (2nd Edition), *A Long-Range Park and Open Space Plan for Milwaukee County* as an amendment to the Regional Park and Open Space Plan.

Today, September 14, 2022, prior to this Commission Quarterly Meeting, the Committee took the following action:

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1. Reviewed and acted to recommend to the Commission for adoption the following amendment to the adopted Regional Water Quality Management Plan:
 - a. City of Mequon sanitary sewer service area

There being no discussion, on a motion by Mr. Holt, seconded by Mr. Pitts, 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 two times since the Annual Commission Meeting on June 15, 2022.

On Thursday, July 21, 2022, the Committee took the following actions:

1. Reviewed and approved disbursements for five financial periods: year 2022 Nos. 10, 11, 12, 13 and 14, for the period April 25, 2022, to July 3, 2022.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the financial reporting period ending July 3, 2022.
3. Reviewed and approved the selection of certified public accounting firm CliftonLarsonAllen, LLP to conduct the Commission's annual audit for 2022.
4. Reviewed and approved a proposal to purchase one Commission vehicle.

On Thursday, August 18, 2022, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2022 Nos. 15 and 16 for the period July 4, 2022, to July 31, 2022.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the financial reporting period ending July 31, 2022.

In response to an inquiry by Mr. Johnson, Mr. Dwyer stated the Committee approved the purchase of a new vehicle to replace a 2012 Chevrolet Traverse.

There being no further comments or discussion, on a motion by Mr. Dwyer, seconded by Mr. Stroik, 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 two times since the Annual Commission Meeting on June 15, 2022. Chairman Colman's report on the July 21, 2022, and August 18, 2022, meetings follow:

At both meetings, the Committee:

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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. Six contracts were approved in July, and two contracts were approved in August. The details of those contracts are attached to this report.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2022. The most recent progress report was attached to this report.

At the July meeting the Committee also took the following action:

1. Reviewed and approved amendments to the 2021-2024 Regional Transportation Improvement Program (TIP). These amendments to the 2021-2024 TIP were necessary to advance 4 existing projects and 27 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.

At the August meeting the Committee also took the following action:

1. Reviewed and approved amendments to the 2021-2024 Regional Transportation Improvement Program (TIP). These amendments to the 2021-2024 TIP were necessary to advance one existing project and four new projects, which were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Milwaukee and West Bend Urbanized Areas.

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

CONSIDERATION OF AMENDMENTS TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN

Amendment to the City of Mequon sanitary sewer service area (Resolution No. 2022-15)

Chairman Colman asked the Commission to consider Resolution No. 2022-15, noting the Resolution would revise City of Mequon sanitary sewer service area. He asked Mr. McKay to present this Resolution.

Mr. McKay stated that this amendment was presented at the Planning and Research Committee meeting held just prior to this meeting. He asked if there were any questions or comments regarding the Resolution.

There being no further discussion, on a motion by Mr. Pitts and seconded by Mr. Johnson, Resolution No. 2022-15 was adopted by a vote of 15 ayes and 0 nays (Copy of Resolution No. 2022-15 is attached to the Official Minutes).

REVIEW AND CONSIDERATION OF SEWRPC COMMUNITY ASSISTANCE PLANNING REPORT NO. 132 (2ND EDITION), A LONG-RANGE PARK AND OPEN SPACE PLAN FOR MILWAUKEE COUNTY (RESOLUTION NO. 2022-13)

Chairman Colman asked the Commission to consider Resolution No. 2022-13, noting the Resolution would update the Regional Park and Open Space Plan. He asked Mr. McKay to present this Resolution.

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Mr. McKay stated that the *Long Range Park and Open Space Plan for Milwaukee County* was presented at the Planning and Research Committee held on August 9, 2022, and the Committee recommended adoption of the plan by the full Commission as an amendment to the Regional Park and Open Space Plan. He then asked if there were any questions or comments regarding the Resolution.

There being no further discussion, on a motion by Mr. Stroik, and seconded by Mr. Schleif, Resolution No. 2022-13 was adopted by a vote of 15 ayes and 0 nays (Copy of Resolution No. 2022-13 is attached to the Official Minutes).

REVIEW AND CONSIDERATION OF AMENDMENTS TO THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (RESOLUTION NO. 2022-14)

Chairman Colman asked the Commission to consider Resolution No. 2022-14, amending the 2021-2024 TIP. Mr. Muhs presented Resolution 2022-14, amending the 2021-2024 TIP. He indicated there were six existing projects and six 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 in the Kenosha, Milwaukee, and Racine Urbanized Areas.

In response to an inquiry by Mr. Dwyer, Mr. Muhs stated that some projects have seen cost increases due to inflation.

There being no further questions or comments, on a motion by Mr. Johnson, seconded by Mr. Nelson, and carried by a vote of 15 ayes and 0 nays, Resolution No. 2022-14 was approved (copy of Resolution No. 2022-14 is attached to the Official Minutes).

CORRESPONDENCE/ANNOUNCEMENTS

Mr. Muhs stated that Chairman Colman has cancelled the September Administrative and Executive meetings. He also stated that a Special Executive Committee meeting will be held at 1:30 p.m. on Thursday, September 29, 2022.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Mr. Pitts, seconded by Mr. Nelson, and carried unanimously, the meeting was adjourned at 3:37 p.m.

Respectfully submitted,

Benjamin R. McKay
Interim Deputy Secretary

BRM/EAL/cp
#00264791