

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING
Manitowoc City Hall
July 29, 2016

COMMITTEE MEMBERS PRESENT: Eric Corroy, Mike Hotz, Dennis Kroll, Don Markwardt, Mary Meyer and Larry Neuens

COMMITTEE MEMBERS EXCUSED: Tom Sieber (non-voting member)

COMMITTEE MEMBERS ABSENT: Ken Fisher (non-voting member)

OTHERS PRESENT: Manitowoc Mayor, Justin Nickels and Rolf Johnson, Wisconsin Maritime Museum CEO

STAFF PRESENT: Cindy Wojtczak and Jeff Agee-Aguayo

- I. Chairperson Don Markwardt called the meeting to order at 10:01 a.m., and asked that everyone around the table and in the audience introduce themselves. All in attendance stated their name and affiliation.
- II. **Moved** by Larry Neuens and seconded by Mary Meyer to approve the agenda as presented. Motion carried, with all voting aye on a voice vote.
- III. Introductions were handled in Agenda Item #1.
- IV. Don Markwardt turned the meeting over to Mayor Justin Nickels. The Mayor welcomed everyone to Manitowoc. Mayor Nickels noted that the City was currently working on a Harbor Assistance Grant application that, if funded, would financially help make improvements to the port, including the area where the S.S. Badger docks. He asked that the Commission sign a letter of support for their application. The letter was read by Mr. Markwardt. The S.S. Badger's coal ash disposal modernization was also discussed, along with the importance of development of the lakefront, the riverfront, and the downtown/central city.
Moved by Mike Hotz and seconded by Eric Corroy that the Executive Committee approve the letter of support and that it be signed. After correction of a typo, the letter was signed by the Chair and the Executive Director and returned to the City for inclusion in their application (see attached).
- V. Rolf Johnson discussed his role at the Wisconsin Maritime Museum. Mr. Johnson worked with SEWRPC when he was working at the Milwaukee Public Museum. He gave an overview of the museum and made a point to say it was the "Wisconsin" maritime museum and that it focuses on all maritime issues in the state. Mr. Johnson also mentioned that there was a proposed marine sanctuary with NOAA that would concentrate on maritime heritage and shipwrecks that had been preserved in the Mid-Lake region of Lake Michigan region and does not include Door County or the area north of that. It was felt that the shipwrecks in this region are more preserved and not picked over. They have national significance and a number of them are on the National Register of Historic Places. The Wisconsin Maritime Museum is changing to have more to do with how we treat the natural resources such as the S.S. Badger dumping its coal ash. It's becoming more educational and hands-on. The S.S. Cobia submarine that can be toured on site, is also a place

where visitors can schedule special overnight educational events. The age range for that type of activity was 5 years to adult, with maximum of 60 people.

Mr. Johnson also discussed the buoys that NOAA has planted throughout the region in Lake Michigan to collect real-time data for the John Smith Heritage Trail. The Wisconsin Maritime Museum would like to be able to collect information from those buoys, as well.

Mr. Johnson felt there could be future opportunities to work with Bay-Lake RPC in different ways including co-authoring grants and other natural resource type activities. He stated that an oral history is becoming an initiative of the museum and that they would appreciate input from those people that could contribute historically to the efforts. Lastly, Mr. Johnson stated they the museum would like to foster relationships with other maritime museums around the state, as well.

- VI. There was no public present and therefore, no public input (excluding the guests, Mayor Nickels and Rolf Johnson).
- VII. **Moved** by Eric Corroy and seconded by Dennis Kroll that the minutes of the April 29, 2016, Executive Committee teleconference meeting be approved as written. Motion carried, with all voting aye on a voice vote.
- VIII. *Manitowoc activities* discussed included the Sewer Service Area Plan for 2040 that covers the cities of Manitowoc and Two Rivers, and the Village of Mishicot. A public hearing and open house was held on July 13, 2016, and the Technical Advisory Committee approved it that same day. The Commission staff is currently awaiting final WDNR review and approval.

A comprehensive plan for the Town of Manitowoc Rapids is in the final stages of plan preparation. A public hearing on the plan will be held on it August 15, 2016.

Jeff Agee-Aguayo has been working on the Maritime Metro TDP including much of the alternative analysis and the recommended plan chapters of the TDP, and is currently awaiting finalization of the route restructuring. Due to the extended time needed to complete the project, WisDOT has provided additional funding to complete the project and has extended the completion date to December 31, 2016.

A proposal was sent to the Manitowoc County Highway Department to do web mapping related to signage. No word on that yet.

There will be a Coordinated Public Transit – Human Services Transportation Plan meeting on August 23, 2016, at 2:00 p.m.

Note that items IX and X were reversed to enable the following of the Commission By-Laws of appointing a member of the Executive Committee to be the Secretary/Treasurer of the Commission.

- IX. Chair Markwardt called for volunteers to replace Alice Baumgartner on the Executive Committee. Mary Meyer volunteered and was appointed by Chair Markwardt to the Executive Committee.
Motion by Larry Neuens and seconded by Mike Hotz to approve the appointment of Mary Meyer as the Marinette County representative to the Commission’s Executive Committee. Motion carried, with all voting aye on a voice vote.
- X. Appointment of Mary Meyer as the Interim Secretary/Treasurer to the Bay-Lake Regional Planning Commission was made by Chair Markwardt. No action by full committee was necessary.
- XI. Communications included 1) a letter of support for a Broadband Grant application for the City of Peshtigo; 2) an email from Marinette County informing the Commission that Alice Baumgarten, Marintee County representative to the Bay-Lake Regional Planning Commission has resigned

from the County Board and that a new Marinette County representative would be appointed soon; 3) a letter from Mark Gottlieb, Secretary of the WisDOT, to the Federal Highway Administration and the Federal Transit Administration approving the Commission's amendment to the *2016-2019 Transportation Improvement Program (TIP)* for the Sheboygan Urbanized Area; and 4) a letter from WisDOT's Director of the Bureau of Technical Services, division of Transportation System Development to the Federal Highway Administration stating that they agree that the amended 2016-2019 TIP is consistent with the previously approved *Year 2045 Sheboygan Area Transportation Plan (SATP)*.

XII. Contracts:

- A. Amendment to Section 5304 Planning Grant, WisDOT \$5,845.
- B. Brownfield Grant Writing Assistance, City of Sheboygan, Up to \$5,000.
- C. Sexual Offender Residency Restriction map, Wausaukee, Up to \$700.
- D. Zoning Ordinance Update, Town of West Kewaunee, \$6,175.

Moved by Mike Hotz and seconded by Dennis Kroll to approve the contracts as reported. Motion carried, with all voting aye on a voice vote.

XIII. Jeff Agee-Aguayo presented an explanation for Resolution 5-2016: Resolution of the Bay-Lake Regional Planning Commission approving several minor amendments to the transit capital and elderly and disabled transportation capital project components of the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2016-2019*.

Motion by Mike Hotz and seconded by Mary Meyer to approve Resolution 5-2016 as presented. Motion carried with all voting aye on a voice vote.

XIV. Cindy Wojtczak updated the committee on presentations that had been made to the various counties. It was reported that since the June meeting of the Full Commission, a presentation had been made by Ms. Wojtczak to Florence County Board and department heads on July 19th and to the Oconto County Finance Director and all department heads on August 1st. Cindy Wojtczak reminded the committee that there was a meeting with the Sheboygan County Board Chair in June.

XV. Cindy Wojtczak reviewed the Bills and Receipts from June 2016. One question was raised by Mike Hotz regarding check number 40845. Ms. Wojtczak was unsure of the exact reason and stated she would have to ask Rich Malone back at the office. (Follow-up: Check was for July Life Insurance, as stated, but that the name had changed from Minnesota Life Insurance Company to Securian Financial Group, Inc.)

Moved by Mike Hotz and seconded by Larry Neuens to approve the Bills and Receipts for June 2016 as presented. Motion carried, with all voting aye on a voice vote.

XVI. The next Full Commission Meeting will be held on September 9, 2016, and will be held in Brown County at a location to be determined. This will be the Annual Commission Meeting where officers will be appointed. The next Executive Committee meeting is scheduled to take place on October 28, 2016, and is expected to be held in Green Bay at a location to be determined at a later date.

XVII. **Moved** by Mike Hotz and seconded by Dennis Kroll that the Executive Committee adjourn. Motion carried, with all voting aye on a voice vote. The Executive Committee adjourned at 12:05 p.m.

Respectfully submitted,

Cindy Wojtczak
Recording Secretary