

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING
December 10, 2021
Bay-Lake RPC Office, 1861 Nimitz Drive
De Pere, WI
Also conducted via teleconference using Go to Meeting

MEMBERS PRESENT: Karl Ballestad, Terry Brazeau, Mary Ellen Dobbins, James Falkowski, Greg Grotegut, Ann Hartnell, Mike Hotz, Edwin Kelley, Dan Koski, Dennis Kroll, Michael Kunesh, Thomas Mandli, Larry Neuens, Ed Procek, Ryan Sorenson, Tom Romdenne, Donna Thomas, and Rich Wolosyn

STAFF PRESENT: Cindy Wojtczak, Jeffrey Agee-Aguayo, Brandon Robinson, Sydney Swan, and Emily Pierquet

OTHERS PRESENT: Rebecca Clarke (Sheboygan County)

- I. Chairperson Dan Koski called the meeting to order at 10:00 a.m.
- II. **Moved** by Ann Hartnell and seconded by Rich Wolosyn to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Larry Neuens and seconded by Mike Hotz that the minutes of the September 10, 2021, Commission meeting be approved. Motion carried, with all voting aye on a voice vote.
- IV. **Public Input:** Chairperson Dan Koski called for any public input; none was received.
- V. **Committee Reports:** Chairperson Dan Koski presented the October 29, 2021, Executive Committee meeting report.
- VI. **Communications:**
 1. FHWA/FTA – October 27, 2021, letter to Cindy Wojtczak finding the Sheboygan 2022-2025 TIP meets conformity requirements.

VII. Approve contracts: Cindy Wojtczak presented one contract for approval:

1. *21030-06 Town of Goodman, Marinette County*
CDBG Coronavirus Grant Writing
November 15, 2021, to January 30, 2022
\$6,000 with no match

Moved by Rich Wolosyn and seconded by James Falkowski to approve the contract as presented. Motion carried, with all voting aye on a voice vote.

VIII. 2022 Budget and 2022-2023 Work Program: Cindy Wojtczak presented the 2022 Budget and 2022-2023 Work Program. Mike Kunesh suggested updating the salary grid to be the most accurate and competitive between other RPC's and other comparable planning agencies.

Moved by Tom Romdenne and seconded by Michael Kunesh to approve the final *2022 Budget and 2022-2023 Work Program*. Motion carried, with all voting aye on a voice vote.

IX. Comprehensive Plan Updates: Brandon Robinson presented the following comprehensive plans.

- Manitowoc County 20-Year Comprehensive Plan Update (August 2020)
- City of Gillett Comprehensive Plan Update (September 2020)
- Florence County Comprehensive Plan Update (November 2020)
- Village of Cedar Grove Comprehensive Plan Update (November 2021)
- City of Marinette Comprehensive Plan Update (November 2021)

X. Resolution 14-2021: Brandon Robinson presented Resolution 14-2021 of the Bay-Lake Regional Planning Commission adopting the following Comprehensive Plans as part of the master plan for the region as the work of updating the whole master plan progresses for the physical development of the region comprised of the counties of Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Oconto, and Sheboygan, in the State of Wisconsin.

Moved by Ann Hartnell and seconded by Rich Wolosyn to approve Resolution 14-2021. Motion carried, with all voting aye on a voice vote.

XI. Resolution 15-2021: Brandon Robinson presented Resolution 15-2021 of the Bay-Lake Regional Planning Commission supporting the submission of a FY 2022-2026 Transportation Alternatives Program (TAP) application for preparation of a Transportation Access to Public Health Options (TAPHO) study for the Bay-Lake Region.

Moved by Ann Hartnell and seconded by Thomas Mandli to approve Resolution 15-2021. Motion carried, with all voting aye on a voice vote.

XII. Northeast Wisconsin Coastal Resiliency: Brandon Robinson presented the coastal resiliency plans, *Achieving a Resilient Coast: Coordinated Action in Northeast Wisconsin* by Bay-Lake RPC and *A Property Owner's Guide to Protecting Your Bluff* by the University of Wisconsin Sea Grant Institute, developed with funding from Wisconsin Coastal Management Program. These plans are self-assessment tools for communities and property owners, giving them a snapshot in time with drone footage and photography as well as information to help them recognize signs of bluff erosion and give suggestions on how to slow recession. Thomas Mandli asked if there was a possibility to expand this to tributaries; Brandon Robinson answered affirmatively. Larry Neuens asked if there were photos of site visits; Mr. Robinson answered affirmatively and explained the use of GPS footage for certain sites. James Falkowski inquired about the use of lidar imaging; Brandon Robinson responded that Bay-Lake RPC does not use lidar, and he was not aware of UW Sea Grant Institute using it.

XIII. Nonmember Outreach: Brandon Robinson discussed the Bay-Lake RPC's outreach efforts in 2021 and their progress. These efforts included letters and emails as well as following up with communities that showed interest by meeting in person.

XIV. EDA Year in Review: Sydney Swan gave a presentation of the following EDA programs Bay-Lake RPC was involved in throughout 2021.

- Bay-Lake RPC's portals
 - COVID-19 Recovery Portal
 - Funding Portal
- Community Development Block Grants
- Main Street Bounceback Grant Program
- Disaster Recovery Microloan
- EPA Brownfields Program

Much discussion followed. Mike Hotz asked if the Commission's cut from the Main Street Bounceback Grant Program was profitable; Sydney Swan answered affirmatively. Rebecca Clarke had a question regarding affordable childcare programs; Sydney Swan indicated the Workforce Innovation Grant handles that program.

XV. Quarterly Project Report: Due to time constraints, the Quarterly Progress Report was not reviewed. Dan Koski asked if there were any questions on the report; none were received.

XVI. Bills and Receipts for October 2021 and November 2021

Cindy Wojtczak presented the October and November 2021 Bills and Receipts to the Commission.

Moved by Thomas Mandli and seconded by Karl Ballestad to approve the October 2021 and November 2021 bills and receipts. Motion carried, with all voting aye on a voice vote.

XVII. Commissioner Reports

Ed Procek discussed the following topics:

- ARP task force
- Affordable housing development
- Transportation
- Affordable childcare
- Amsterdam dunes

Ryan Sorenson discussed the following topics:

- Sheboygan County and City of Sheboygan received a total of \$44M in ARPA Funds
- Water infrastructure
- Childcare
- Transportation
- Education center
- Marine sanctuary
- Tourism education grant
- Ecotourism marine research

XVIII. Upcoming Commission meetings include the following:

- A. The next meeting of the Commission’s Executive Committee will be held January 28, 2022, at 10:00 a.m., with Location TBD
- B. The next full Commission meeting will be held on March 11, 2022, at 10:00 a.m., with Location TBD

XIX. Moved by Larry Neuens and seconded by Mike Hotz that the full Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 12:09 p.m.

Respectfully submitted,
Emily Pierquet
Recording Secretary