

**MINUTES**  
BAY-LAKE REGIONAL PLANNING COMMISSION  
EXECUTIVE COMMITTEE MEETING  
May 23, 2019

COMMITTEE MEMBERS PRESENT: Terry Brazeau, Larry Neuens, Dan Koski,  
and Thomas Romdenne

COMMITTEE MEMBERS ABSENT: Tom Sieber and Ken Fisher

COMMITTEE MEMBERS EXCUSED: Mike Hotz

STAFF PRESENT: Cindy Wojtczak, Emily Pierquet, and Elizabeth Runge

OTHERS PRESENT: Mary Meyer

- I. Vice Chairperson Terry Brazeau called the meeting to order at 1:04 p.m.
- II. **Moved** by Tom Romdenne and seconded by Dan Koski to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Larry Neuens and seconded by Terry Brazeau that the revised minutes of the January 25, 2019, Executive Committee meeting be approved. Motion carried, with all voting aye on a voice vote.
- IV. Cindy Wojtczak presented the April 2019 Bills and Receipts.  
  
**Moved** by Dan Koski and seconded by Tom Romdenne to accept the *April 2019 Bills and Receipts*, as presented. Motion carried, with all voting aye on a voice vote.
- V. **Public Input.** Vice Chairperson Terry Brazeau asked if there was any public input; none was received.
- VI. With Mary Meyer not being re-appointed to the Commission by Marinette County, the Executive Committee has a vacant position. In email conversation with the Executive Director, Chairperson Mike Hotz recommended that Michael Kunesh fill the position vacated by Mary Meyer.  
  
**Moved** by Larry Neuens and seconded by Dan Koski to nominate Michael Kunesh to the Executive Committee seat. Motion carried, with all voting aye on a voice vote.
- VII. **Resolution 6-2019** of the Bay-Lake Regional Planning Commission Approving the Creation of a Loan Review Committee for the Administration of the Bay-Lake Regional Planning Commission Regional Disaster Microloan Program was presented by Elizabeth Runge. Ms. Runge noted that once a loan application has been submitted to and

reviewed by the Commission staff, a loan committee was needed that could be called to review the application and the applicant's financial reports, and to determine its approval.

Discussion on possible appointments to this new committee followed.

**Moved** by Dan Koski and seconded by Larry Neuens that Resolution 6-2019 be approved and that a committee made up of Virginia Haske, Ann Hartnell, and Dan Koski be developed. Motion carried, with all voting aye on a voice vote.

- VIII. **Resolution 7-2019** of the Bay-Lake Regional Planning Commission approving the Application and Acceptance of an Allocation of Funding from the Wisconsin Economic Development Corporation (WEDC) Relating to the Administration of the Disaster Microloan Program was presented by Elizabeth Runge. Ms. Runge noted that this resolution was specific to this first request of funds from WEDC under the Disaster Microloan Program and that each request would need a similar resolution.

**Moved** by Dan Koski and seconded by Tom Romdenne to approve Resolution 7-2019. Motion carried, with all voting aye on a voice vote.

IX. **Commissioner Reports.**

Dan Koski announced that the dock wall improvement in the area where the S.S. Badger docks in the city of Manitowoc was finally completed.

Larry Neuens asked if Bay-Lake could send out reminders to townships to submit their newly adopted comprehensive plans to BLRPC as they are updated so that the county can be made aware of which plans were completed. Cindy Wojtczak responded that the Commission could contact the town clerks and remind them of this requirement.

X. Upcoming Commission meetings:

The Vice Chairperson Terry Brazeau noted that the next full Commission meeting will be held at 10:00 a.m. on June 14, 2019, at the Neville Public Museum in Green Bay and that the next Executive Committee meeting will be held at 10:00 a.m. on July 26, 2019, at the Bay-Lake Regional Planning Commission office in Green Bay.

- XI. **Moved** by Larry Neuens and seconded by Tom Romdenne that the Executive Committee adjourn. Motion carried, with all voting aye on a voice vote. The Executive Committee adjourned at 1:44 p.m.

Respectfully submitted,

Emily J. Pierquet  
Recording Secretary