

**MINUTES**  
**BAY-LAKE REGIONAL PLANNING COMMISSION**  
**FULL COMMISSION MEETING**  
June 12, 2020  
Bay-Lake RPC Office, 425 S. Adams St., Ste. 201  
Green Bay, WI  
(Also conducted via teleconference using Go to Meeting)

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

**MEMBERS EXCUSED:** Marc Holsen

**MEMBERS ABSENT:** Ken Fisher

**STAFF PRESENT:** Cindy Wojtczak, Jeff Agee-Aguayo, Brandon Robinson and Emily Pierquet

- I.** Chairperson Dan Koski called the meeting to order at 10:00 a.m.
- II.** **Moved** by Larry Neuens and seconded by Mary Ellen Dobbins to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III.** **Moved** by James Falkowski and seconded by Tom Romdenne that the minutes of the March 13, 2020, Commission meeting be approved as written. Motion carried, with all voting aye on a voice vote.
- IV.** Chairperson Dan Koski called for any public input; none was received.
- V.** **Communications:** There were no Communications since the June 5, 2020, Executive Committee meeting.
- VI.** **Committee Reports:** Chairperson Dan Koski presented the June 5, 2020, Executive Committee meeting report. At that meeting, Leah Lasecki reviewed the 2019 Financial Report, three communications were reviewed, and one resolution and nine contracts were approved. The Executive Committee gave their final approval of the 2019 Annual Report and discussed membership fees for those joining mid-year, choosing to continue with the Commission's current protocol.

**Moved** by Larry Neuens and seconded by Ann Hartnell that the June 5, 2020, Executive Committee Meeting Report be accepted as presented. Motion carried, with all voting aye on a voice vote.

- VII. Resolution 3-2020** by the Bay-Lake Regional Planning Commission (BLRPC) to approve the BLRPC Title VI Program/Limited English Proficiency (LEP) Plan was presented by Jeffrey Agee-Aguayo. The importance of this program was discussed along with its necessity for participation in the federally funded transportation planning programs of the Commission. Mike Hotz asked if any changes had been made to the language of the document; Jeffrey Agee-Aguayo responded that only demographic data had changed in the document. James Falkowski suggested that changes from the previous document be highlighted when it is sent out to the Commissioners.

**Moved** by Mike Hotz and seconded by Ed Kelley to approve Resolution 3-2020. Motion carried, with all voting aye on a voice vote.

- VIII. Resolution 4-2020** of the Bay-Lake Regional Planning Commission approving several minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2020 – 2023* was presented by Jeffrey Agee-Aguayo. Jeffrey Agee-Aguayo reviewed the amendments, which involved changes to the elderly and disabled transportation capital and street and highway improvement project components of the *2020 – 2023 TIP*, as well as the addition of Wisconsin Employment Transportation Assistance Program (WETAP) projects to the *2020 – 2023 TIP*. The fiscal constraint demonstration (financial plan) for the *2020 – 2023 TIP* was also modified. The Sheboygan MPO Technical and Policy Advisory Committees recommended approval of these amendments at their April and May teleconference joint meetings.

Moved by Mike Hotz and seconded by Ed Procek to approve Resolution 4-2020. Motion carried, with all voting aye on a voice vote.

- IX. 2021 Levy Rate:** Cindy Wojtczak discussed the 2021 Levy Rate and proposed that it remain unchanged at 0.00060%. Mike Hotz asked if the rate would be lowered after the Sheboygan County loan is paid off; Cindy Wojtczak responded that it is uncertain whether the rate could be lowered and it would have to be discussed with the budget at that time. James Falkowski and Dan Koski discussed future revenues due to COVID-19.

**Moved** by Ed Procek and seconded by Rich Wolosyn that the 2021 levy rate be approved. Motion carried, with all voting aye on a voice vote.

- X. Quarterly Project Report:** Cindy Wojtczak reviewed the Quarterly Project Report, focusing on a few highlights from the past quarter. Mike Hotz asked if there should be a committee to look for a new building; Cindy Wojtczak responded that it would not be

necessary, but the Commissioners would be involved in the final decision. Jeffrey Agee-Aguayo reviewed the activities related to the Sheboygan MPO and the *Sheboygan County Hazard Mitigation Plan Update* over the past quarter.

**Moved** by James Falkowski and seconded by Tom Romdenne to accept and file the Quarterly Progress Report. Motion carried, with all voting aye on a voice vote.

**XI. Bills and Receipts for May 2020**

Cindy Wojtczak presented the May 2020 Bills and Receipts to the Commission.

**Moved** by Tom Romdenne and seconded by Ann Hartnell to approve the May2020 bills and receipts. Motion carried, with all voting aye on a voice vote.

**XII. Commissioner Reports:**

Dan Koski announced that the SS Badger was opening on July 12, 2020, with only one trip per day for now.

Ed Procek discussed various road and railroad construction projects and Sheboygan Metro's approach to managing its transit service during the pandemic.

**XIII. Upcoming Commission meetings include the following:**

- A. The next Executive Committee meeting will be held July 31, 2020, at 10:00 a.m., remotely at the Commission office in Green Bay.
- B. The next full Commission meeting will be held on September 11, 2020, with the meeting location yet to be determined.

**XIV. Moved** by James Falkowski and seconded by Tom Romdenne that the full Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 10:55 a.m.

Respectfully submitted,  
Emily Pierquet  
Recording Secretary