

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
SPECIAL EXECUTIVE COMMITTEE MEETING
Bay-Lake RPC Office, 425 S. Adams St., Ste. 201
August 25, 2020

COMMITTEE MEMBERS PRESENT: Terry Brazeau, Mike Hotz, Michael Kunesh, Larry Neuens, and Dan Koski

COMMITTEE MEMBERS ABSENT: Ken Fisher and Thomas Romdenne

STAFF PRESENT: Cindy Wojtczak, Emily Pierquet, and Brandon Robinson

OTHERS PRESENT VIA GOTOMEETING (VIRTUAL): Karl Ballestad, James Falkowski, Ann Hartnell, Dennis Kroll, and Edward Procek

- I. Chairperson Dan Koski called the meeting to order at 12:34 p.m.
- II. **Moved** by Larry Neuens and seconded by Mike Hotz to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III. **Public Input:** Chairperson Dan Koski asked if there was any public input; none was received.
- IV. **Moved** by Mike Hotz and seconded by Terry Brazeau that the minutes of the July 31, 2020, Executive Committee meeting be approved as written. Motion carried, with all voting aye on a voice vote.
- V. **Purchase of a New Computer Server & Related Switch:** Cindy Wojtczak presented information on the proposed computer server and the related switch the staff would like to purchase to replace the outdated equipment currently being utilized. The combined equipment and related services would cost less than \$20,000. The exact cost will depend upon which provider can offer the most affordable options, and staff are still requesting quotes from local providers. The cost of these purchases would be reimbursed by EDA under the Commission's current CARES Act grant.

Moved by Mike Hotz and seconded by Terry Brazeau to allow the staff to continue to obtain quotes and move ahead in purchasing a new server and related switch. Motion carried, with all voting aye on a voice vote.
- VI. **Commissioner Input on Purchasing of a Building:** Chairperson Dan Koski opened the floor for input on the purchasing of a building. Those in attendance gave their input and asked questions which Dan Koski and Cindy Wojtczak answered.

- VII. **Offer to Purchase the building at 1862 Nimitz Drive:** Following the discussion of purchasing a building and considering input from others in attendance, Chairperson Dan Koski asked if there were any objections to moving forward with the purchase of the Nimitz Drive building. Receiving no objections, Chair Dan Koski asked for a motion to approve that Bay-Lake Regional Planning Commission proceed with the offer to purchase the property located at 1861 Nimitz Drive, De Pere.

Moved by Terry Brazeau and seconded by Larry Neuens to approve that Bay-Lake Regional Planning Commission proceed with the offer to purchase the property located at 1861 Nimitz Drive, De Pere. Motion carried with one abstention by Michael Kunesh and the remaining four voting aye on a voice vote.

VIII. **Upcoming Commission Meetings:**

- a. *Full Commission: September 11, 2020, Attend remotely or in person at the Green Bay Office*
- b. *Executive Committee: October 30, 2020, Attend remotely or in person at the Green Bay Office*

- IX. **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 11:26 a.m.

Respectfully submitted,

Emily J. Pierquet
Recording Secretary