

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING
December 11, 2020

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, Donna Thomas, and Rich Wolosyn

STAFF PRESENT: Jeffrey Agee-Aguayo, Brandon Robinson, and Emily Pierquet

- I.** Chairperson Dan Koski called the meeting to order at 10:07 a.m.
- II.** **Moved** by Larry Neuens and seconded by Tom Romdenne to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III.** **Approval of Minutes:** Chairperson Dan Koski noted a spelling error in the minutes from the September 11, 2020, meeting, and asked for a motion to approve them with the correction.
- Moved** by James Falkowski and seconded by Ann Hartnell that the minutes of the September 11, 2020, Commission meeting be approved as amended. 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 30, 2020, Executive Committee meeting report.
- Moved** by Mike Hotz and seconded by Terry Brazeau that the October 30, 2020, Executive Committee Meeting Report be accepted as presented. Motion carried, with all voting aye on a voice vote.
- VI.** **Communications:**
1. Bob Ziegelbauer – December 4, 2020, letter to Chairperson Dan Koski in response to Mr. Koski’s letter dated November 17, 2020, regarding the Bay-Lake Regional Planning Commission’s purchase of property using a Commission member as a broker.

2. Bethany Skorik, Fincantieri Marinette Marine – Proposal from Fincantieri Marinette Marine for the M-90 Transbay Freight Service Project. Fincantieri Marinette Marine is seeking partnerships to apply for project/service designation for this project, which would allow Fincantieri's Marinette and Sturgeon Bay facilities to send freight across the bay instead of on the highway. Bay-Lake RPC would be unable to help with this project unless Fincantieri Marine obtains backing from the local affected municipalities.

Ann Hartnell asked if the Marinette County Commissioners should reach out to local municipalities to spread awareness, and also asked if Fincantieri would be paying for the entire project. Brandon Robinson responded that Commissioner involvement would help bring awareness, but at this point, it was uncertain what the terms for a project of this scale would be.

No action was needed.

VII. Approve contracts: Brandon Robinson presented one contract for approval:

- 20026-07 Village of Lena - Oconto County
Offender Map Update
November 20, 2020, to December 20, 2020
\$250 fee with no match

Moved by Ed Procek and seconded by Edwin Kelley to approve the contract as presented. Motion carried, with all voting aye on a voice vote.

VIII. Approval of the 2020 Indirect Rate: Brandon Robinson discussed the 2020 Indirect Rate. In 2020, the Executive Director and the CPA calculated the indirect rate based on the actual revenue and expenditures for 2019. In previous years, the auditors provided this service, but now the Executive Director and the CPA are calculating it in-house. Dan Koski asked if there would be a way to amend the indirect rate. Emily Pierquet responded that the indirect rate must use the real figures from the previous year, so there should not be any adjustments. Since the staff is now calculating the indirect rate in-house, it can be established much earlier in the year, but it must still be based on the actual figures from the previous year. James Falkowski asked if approval was required; Emily Pierquet responded affirmatively. The approval is a formality because the indirect rate is included in the 2020-2021 Work Program.

Moved by Ed Procek and seconded by Larry Neuens to approve the 2020 Indirect Rate. Motion carried, with 15 Commissioners voting aye and one Commissioner, Commissioner James Falkowski, voting in opposition.

- IX. 2021 Budget and 2021-2022 Work Program:** Brandon Robinson presented the 2021 Budget and 2021-2022 Work Program.

Moved by Ann Hartnell and seconded by Tom Romdenne to approve the final *2021 Budget and 2021-2022 Work Program*. Motion carried, with all voting aye on a voice vote.

- X. Resolution 12-2021:** Jeffrey Agee-Aguayo presented Resolution 12-2021 of the Bay-Lake Regional Planning Commission approving Highway Safety Improvement Program 2021 Performance Measure Targets for the Sheboygan Metropolitan Planning Area. Ed Procek asked a question about bicyclists and pedestrians traveling in the opposite direction, and whether that has played a part in these accident statistics; Jeffrey Agee-Aguayo responded that incidents of that nature were not reported in the 2019 bicycle and pedestrian crash data.

Moved by Mike Hotz and seconded by Tom Romdenne to approve Resolution 12-2020. Motion carried, with all voting aye on a voice vote.

- XI. Resolution 13-2021:** Jeffrey Agee-Aguayo presented Resolution 13-2021 of the Bay-Lake Regional Planning Commission approving the Public Transit Agency Safety Plan (PTASP) Performance Measure Targets for 2021. Mike Hotz asked about the definition of a safety event; Jeffrey Agee-Aguayo responded that it was any crash or incident involving any reported bodily injury or property damage with a vehicle.

Moved by Ed Procek and seconded by Mike Hotz to approve Resolution 13-2021. Motion carried, with all voting aye on a voice vote.

- XII. Quarterly Project Report:** Brandon Robinson reviewed the Quarterly Project Report, focusing on a few highlights from the past quarter. Jeffrey Agee-Aguayo reviewed significant MPO activities over the past quarter.

Mike Hotz asked if all of the work done in Brown County was exclusively for member municipalities; Brandon Robinson responded that besides work for the EDA COVID 19 Response Program, all work done in nonmember counties is done with member municipalities.

- XIII. Bills and Receipts for October 2020 and November 2020**

Brandon Robinson presented the October and November 2020 Bills and Receipts to the Commission.

Mike Hotz asked about a check from Robert E. Lee for a Sewer Service Area Review; Jeffrey Agee-Aguayo responded that this was for a proposed sewer extension in the Village of Luxemburg. Mike Hotz also asked about the bills from Great West Financial

Retirement, and whether those were associated with the Wisconsin Deferred Compensation program; Emily Pierquet confirmed that Wisconsin Deferred Compensation Program services are provided through Great West Financial Retirement.

Moved by Mike Hotz and seconded by Ann Hartnell to approve the October 2020 and November 2020 bills and receipts. Motion carried, with all voting aye on a voice vote.

XIV. Commissioner Reports

Ed Procek discussed the State Highway 23 project, plans for new buses, transit ridership, tentative dates for kids to return to school, businesses following COVID guidelines, the upcoming mayoral election, housing redevelopment and income-adjusted housing. Ed Procek also discussed possible adjustments to the Sheboygan Marsh and Dam and adjacent marshland, and some upcoming public service announcements featuring David Kohler and Louis Gentine regarding concern for their workforce.

XV. Upcoming Commission meetings include the following:

- A. The next meeting of the Commission's Executive Committee will be held January 29, 2021, at 10:00 a.m., with Location TBD
- B. The next full Commission meeting will be held on March 12, 2021, at 10:00 a.m., with Location TBD

XVI. Moved by Ed Procek and seconded by James Falkowski that the full Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 11:33 a.m.

Respectfully submitted,
Emily Pierquet
Recording Secretary