

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING
June 14, 2019
Neville Public Museum
210 Museum Place, Green Bay, WI
10:00 a.m. to 12:00 p.m.

MEMBERS PRESENT: Brian Yerges, Mike Hotz, Terry Brazeau, Dennis Kroll, Virginia Haske, Ann Hartnell, Thomas Mandli, Marc Holsen, Larry Neuens, Edwin Kelley, Dan Koski, James Falkowski, Ed Procek, Rich Wolosyn, Tom Romdenne, Karl Ballestad, and Michael Kunesch

MEMBERS ABSENT: Ken Fisher and Tom Sieber

STAFF PRESENT: Brandon Robinson, Elizabeth Runge, Sydney Swan, Harry Graham, and Emily Pierquet

OTHERS ABSENT: Keith Langenhahn (Wisconsin Counties Association)

- I.** Chairperson Mike Hotz called the meeting to order at 10:02 a.m.
- II.** **Moved** by Larry Neuens and seconded by Virginia Haske to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III.** Chairman Mike Hotz introduced and welcomed the new Bay-Lake Regional Planning Commission staff members, Harry Graham and Sydney Swan.
- IV.** Chairman Mike Hotz introduced the new commissioners; Ann Hartnell, Thomas Mandli, and Karl Ballestad.
- V.** **Moved** by Tom Romdenne and seconded by Terry Brazeau that the minutes of the March 8, 2018, Commission meeting be approved as written. Motion carried, with all voting aye on a voice vote.
- VI.** **Public Input:** Keith Langenhahn discussed the preparations for the 2020 budget and the expansion of broadband access. Dan Koski had questions regarding the provision of funding for highways which Mr. Langenhahn answered. James Falkowski asked if the advocacy in the area of broadband access was only for wireless coverage; Keith Langenhahn responded that the goal is to expand all broadband coverage across the state.

VII. Approval of Contracts: Brandon Robinson reviewed the following contracts with committee members in attendance:

- a. 19014-07 City of Gillett (Oconto County)
Comprehensive Plan Update
July 1, 2019, to May 31, 2020
\$10,000 grant with no match from Bay-Lake RPC
- b. 19015-04 Town of Pierce (Kewaunee County)
Zoning Ordinance Update
September 1, 2019, to May 31, 2020
\$6,000 grant with no match from Bay-Lake RPC
- c. 19016-08 Village of Cedar Grove (Sheboygan County)
Comprehensive Plan Update
July 1, 2019 to June 30, 2020
\$7,500 contract with a \$2,500 Tech. Asst. grant match from Bay-Lake RPC
- d. 19017-08 City of Sheboygan
8th St. Bridge and Riverfront Railing Painting Project
June 1, 2019 to October 31, 2019
\$10,000 fee with no match

Moved by Brian Yerges and seconded by Ed Procek to approve the contracts as presented. Motion carried, with all voting aye on a voice vote.

VIII. Communications: Brandon Robinson presented three communications to the commission:

- a. FHWA – April 26, 2019, letter to Cindy Wojtczak from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) determining the update of the *Year 2045 Sheboygan Area Transportation Plan (SATP) and 2019-2022 Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP)* to be in conformance with transportation planning requirements and with the Clean Air Act Amendments of 1990.
- b. WisDOT – February 21, 2019, letter to the FHWA and the FTA from the Wisconsin Department of Transportation (WisDOT) approving the amendments to the *Sheboygan 2019-2022 TIP*.
- c. Proko Wall Funeral Home – Obituary in the *Green Bay Press Gazette* on June 1, 2019 for Robert Fisher, Bay-Lake Regional Planning Commission's Executive Director from 1987 to 1996.

- IX.** Brandon Robinson reported that due to Mary Meyer not being reappointed as a commissioner, the Executive Committee nominated Michael Kunesh to replace Mary Meyer on that committee.

Moved by Dennis Kroll and seconded by Larry Neuens to approve Michael Kunesh as the representative for Marinette County on the Executive Committee.

X. Committee Reports

- a. Mike Hotz presented the April 26, 2019, Executive Committee Report. Leah Lasecki presented the draft 2018 Financial Audit. Cindy Wojtczak announced that Bay-Lake RPC would be hosting the AWRPC conference on June 22, 2019, and that two new employees would be hired for the Planner I positions. Other business at the meeting included four communications, two contracts, and three resolutions, which were all approved.
- b. Terry Brazeau presented the May 23, 2019, Executive Committee Report. The Executive Committee nominated Mike Kunesh to the Executive Committee as a representative for Marinette County and approved Resolution 6-2019 and Resolution 7-2019, establishing the microloan committee comprised of Virginia Haske, Ann Hartnell, and Dan Koski, with Tom Romdenne as an alternate member.

Moved by Dan Koski and seconded by Dennis Kroll to approve the Executive Committee reports. Motion carried with all voting aye on a voice vote.

- c. Virginia Haske presented the May 29, 2019, Disaster Microloan Committee Report. Two loans were approved for a grand total of \$20,500.

Moved by Ann Hartnell and seconded by James Falkowski to approve the Disaster Microloan Committee report. Motion carried with all voting aye on a voice vote.

- XI.** Brandon Robinson discussed the status of the *2018 Annual Report*. The Commission is still waiting for GASB 75 figures that we expect to receive in July. These figures are needed before the 2018 audit can be completed.

- XII.** Elizabeth Runge presented the Bay-Lake RPC Brownfield Program Overview and Update. The \$300,000 grant covers expenses for staff to do outreach throughout the Bay-Lake region, the assessments of brownfield properties, and payment for removal of contaminants such as petroleum tanks or hazardous waste. If there is time and funds are available within the three-year time frame, the planning costs to repurpose the sites can also be covered under the grant.

XIII. Brandon Robinson presented the Quarterly Project Report to the Commission. There was a lot of interest in the Plymouth Cemetery Application.

XIV. Bills and Receipts for May 2019

Brandon Robinson presented the May 2019 Bills and Receipts to the Commission.

Moved by Larry Neuens and seconded by Thomas Romdenne to approve the May 2019 bills and receipts. Motion carried, with all voting aye on a voice vote.

XV. Commissioner Reports

Ed Procek discussed current events in Sheboygan County that included:

- The Brownfields project on Highway 23 is progressing.
- Sheboygan hosted a hazardous waste and electronic recycling event.
- Sheboygan County has a new county board supervisor, Gerald Jorgensen.
- The Medical Examiner, Dave Leffin, has retired.
- The Library Program green space will dovetail into the City Green in Downtown Sheboygan.
- Sheboygan County has been selected to receive a grant for the Music Amphitheatre Program.
- City Hall is scheduled to reopen in June.
- The City of Sheboygan is adopting an automated garbage collection system.
- The City of Sheboygan Mayor is running the Bike with Mike program.
- The transit program needs expansion to increase capacity to accommodate the growing ridership by purchasing more buses and adding benches and other fixtures to the bus stops.

Ann Hartnell mentioned that the Marinette County Housing Study done by BLRPC was cited in the City of Marinette Housing Development Project.

XVI. Upcoming Commission meetings include the following:

- A. The next meeting of the Commission's Executive Committee will be held July 26, 2019, at 10:00 a.m., at the Commission office in Green Bay.
- B. The next full Commission meeting will be held on September 13, 2019, at the Aging and Disability Resource Center in Green Bay.

XVII. Moved by Larry Neuens and seconded by Ed Procek that the full Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 11:36 a.m.

Respectfully submitted,
Emily Pierquet
Recording Secretary