

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING
December 13, 2024
Bay-Lake RPC Office, 1861 Nimitz Dr
De Pere, WI 54115

MEMBERS PRESENT: Mike Hotz, Dan Koski, Ann Hartnell, Thomas Brandt, Larry Neuens, Tom Romdenne, Stan Johnson, Debra Noel, James Falkowski, Greg Grotegut, Mike Kunesh, Thomas Mandli, Terry Brazeau, Dennis Kroll, Ed Procek, Ryan Sorenson

MEMBERS EXCUSED: Rich Wolosyn, Karl Ballestad

STAFF PRESENT: Brandon Robinson, Sydney Swan, Raquel Orta

- I. Chairperson Mike Hotz called the meeting to order at 10:02 a.m.
- II. **Approval of Agenda:** Moved by Ryan Sorenson and seconded by Ann Hartnell to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III. **Approval of Minutes:** Moved by Tom Mandli and seconded by Terry Brazeau that the minutes of the, September 13, 2024, Full Commission meeting be approved. Motion carried, with all voting aye on a voice vote.
- IV. **Public Input:** Chairperson Mike Hotz called for any public input; none was received.
- V. **Committee Reports:** Chairperson Mike Hotz reported on the Executive Committee meeting, October 25, 2024. At this meeting, there was one contract, and four resolutions approved. Topics discussed included the following:
 - Bills and Receipts for September 2024 were reviewed and approved,
 - Brandon reported on the updated holiday schedule in the employee manual,
 - The electronic policy for commissioners was discussed; James Falkowski had questions regarding policy.

Moved by Ann Hartnell and seconded by Stanley Johnson to approve the committee report as presented. Motion carried, with all voting aye on a voice vote.

VI. Communications: Brandon Robinson shared an article from the Journal of Great Lakes Research and Wisconsin Coastal Resilience Newsletter. Mr. Robinson highlighted our participation and educational outreach efforts with CALM. Sydney Swan presented the 2025-2027 Economic Development Planning Grant and provided an overview of the grant award. This grant is \$420,000 with 50% match. Mrs. Swan discussed how the award is used in developing the Comprehensive Development Strategies for communities, grant writing and keeping the grant portal updated.

VII. Approve contracts:

- 24020-04 Kewaunee County
Kewaunee Co Comp Plan / Farmland Preservation
January 1, 2025, to December 31, 2026
\$44,800 Fees with no match
- 24021-02 Door County
Village of Sister Bay CDBG Application
December 4, 2024, to May 31, 2025
\$10,000 Fees with no match

Moved by Ryan Sorenson and seconded by Terry Brazeau to approve the contracts as presented. Motion carried, with all voting aye on a voice vote.

VIII. Bills and Receipts: Chairperson Mike Hotz asked if there were any questions regarding the October 2024 and November 2024 Bills and Receipts. Bills and receipts were reviewed with no discussion.

Moved by Ann Hartnell and seconded by Dan Koski to approve the October 2024 and November 2024 bills and receipts as presented. Motion carried, with all voting aye on a voice vote.

IX. Resolution 13-2025: Brandon Robinson presented **Resolution 13-2024 Supporting the Submission of Pre-Disaster Flood Resilience Grant (PDFRG) – 2024 Assessment Grant Application for Preparation of a *Northeast Wisconsin Flood Vulnerability Analysis for the Bay-Lake Region***. Mr. Robinson explained the purpose of this project is to determine the zones of the highest environmental, social and economic risk and the cost associated with the consequences of degraded flood plains. The project is \$71,654 with a 25% match of the commission.

Discussion followed with the commissioners. Brandon Robinson answered questions about the outreach efforts to communities.

Moved by Ryan Sorenson and seconded by Ann Hartnell to approve Resolution 13-2024 as presented. Motion carried, with all voting aye on a voice vote.

- X. Final adoption of the Bay-Lake Regional Planning Commission’s 2025-2026 Work Program and 2025 Budget: Office Security:** Brandon Robinson presented the final changes of the 2025-2026 Work Program and 2025 Budget. Mr. Robinson highlighted the levy amounts, revenue based on the number of projects and expenses. Discussion followed with Ryan Sorenson inquiring about the membership status of Door Co.

Moved by Tom Mandli and seconded by Ann Hartnell to approve 2025-2026 Work Program and 2025 Budget as presented. Motion carried, with all voting aye on a voice vote.

- XI. Resolution 14-2024:** Brandon Robinson presented **Resolution 14-2024 of the Bay Lake Regional Planning Commission adopting the Comprehensive Plans as part of the master plan for the region.** Discussion followed.

- T Egg Harbor Comprehensive Plan 2024 Completed
- T Washington Comprehensive Plan 2024 Completed
- Village of Sister Bay Comprehensive Plan 2024-2025
- Town of Peshtigo Comprehensive Plan 2024-2025
- City of Peshtigo Comprehensive Plan 2024-2025
- Town of Centerville Comprehensive Plan 2024-2025
- City of Sheboygan Comprehensive Plan 2024-2025
- Kewaunee County Comprehensive Plan 2025
- Marinette County Comprehensive Plan 2025
- Town of Union Comprehensive Plan 2025
- City of Oconto Falls Comprehensive Plan 2025

Moved by Ryan Sorenson and seconded by James Falkowski to approve Resolution 14-2024 as presented. Motion carried, with all voting aye on a voice vote.

- XII. Quarterly Project Report:** The commissioners reviewed the Quarterly Project Report. Brandon Robinson and Mike Sydney Swan highlighted several conferences that were attended by staff in the past quarter.

- XIII. Commissioner Reports:** Ann Hartnell of Marinette County, Thomas Brandt of Florence County, Ryan Sorenson of Sheboygan County and Mike Kunesh of Marinette County reported on happenings and updates in their counties with discussion. Debra Noel presented on Water Action Volunteers (WAV), a volunteer stream monitoring program in Wisconsin.

- XIV.** Upcoming Commission meetings include the following:

- A. The next meeting of the Commission's Executive Committee will be held January 31, 2025, at 10:00 a.m., at the Commission office.
 - B. The next full Commission meeting will be held on March 14, 2025, at 10:00 a.m., at the Commission office.
- XV. Adjournment: Moved** by Ryan Sorenson and seconded by Ann Hartnell that the Full Commission meeting adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 11:31 p.m.

Respectfully submitted,
Raquel Orta
Recording Secretary