

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING
March 14, 2025
Bay-Lake RPC Office, 1861 Nimitz Dr
De Pere, WI 54115

MEMBERS PRESENT: Dan Koski, Ann Hartnell, Thomas Brandt, Larry Neuens (Virtual), Tom Romdenne, Stanford Johnson, Debra Noel, Michael Kunesh, Thomas Mandli, Terry Brazeau, Dennis Kroll, Ed Procek, Ryan Sorenson

MEMBERS EXCUSED: Mike Hotz, Richard Wolosyn, James Falkowski, Greg Grotegut

STAFF PRESENT: Brandon Robinson, Sydney Swan, Raquel Orta

- I.** Vice-Chairperson Dan Koski called the meeting to order at 10:03 a.m.
- II. Approval of Agenda:** Moved by Ann Hartnell and seconded by Terry Brazeau to approve the agenda as written. Motion carried, with all voting aye on a voice vote.
- III. Approval of Minutes:** Moved by Ryan Sorenson and seconded by Thomas Mandli that the minutes of the, December 13, 2024, Full Commission meeting be approved. Motion carried, with all voting aye on a voice vote.
- IV. Public Input:** Vice-Chairperson Dan Koski called for any public input; none was received.
- V. Committee Reports:** Vice-Chairperson Dan Koski reported on the Executive Committee meeting, January 31, 2025. At this meeting, there were ten contracts, and one resolution approved. Topics discussed included the following:
 - Bills and Receipts for December 2024, were reviewed and approved,
 - Commissioner handbook updates, binders will transition to digital and can be found on the website.
 - Insurance policies update, Cyber and Professional Liability were added.
 - Commission tasks were discussed for the following year.

Moved by Ann Hartnell and seconded by Dennis Kroll to approve the committee report as presented. Motion carried, with 12 ayes on a voice vote and one opposed, Ed Procek opposed on a voice vote.

VI. Communications: Brandon Robinson provided an update on the status of the vacant Oconto County commissioner position and the vacant Community Assistance Planner position. Mr. Robinson shared an email from Manitowoc County commissioner, James Falkowski, regarding a concern and official complaint regarding the remote participation policy, along with a response from Mr. Robinson as advised by legal counsel. Discussion followed. No action was taken.

VII. Approved contracts:

- *25011-08 Sheboygan County*
City of Sheboygan Water System Intake Project & Lead Lateral Replacements
January 30, 2025, to December 31, 2027
Time and Expense
- *25012-02 Door County*
Town of Union Comp Plan
July 1, 2025, to December 31, 2026
\$15,500 fees with no match
- *25013-07 Oconto County*
City of Oconto Falls Comp Plan
July 1, 2025, to December 31, 2026
\$18,515 fees with no match
- *25014-05 Manitowoc County*
City of Manitowoc Lead Lateral Replacement Project Wage Monitoring
Pending
January 30, 2025, to December 31, 2027
Time and Expense

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

VIII. Bills and Receipts: Dan Koski asked if there were any questions regarding January 2025 and February 2025 bills and receipts. Brandon Robinson notified the Commission of future expenses for the plumbing repairs, discussion followed. Mr. Robinson answered Larry Neuens inquiry of the Sheboygan County Loan. The last payment of the Sheboygan County Loan is in 2026.

Moved by Thomas Mandli and seconded by Tom Brandt to approve the January 2025 and February 2025 bills and receipts as presented. Motion carried, with all voting aye on a voice vote.

- IX. Resolution 2-2025:** Heena Bhatt presented Resolution 2-2025 of the Bay-Lake Regional Planning Commission approving the Public Transportation Agency Safety Plan (PTASP) Performance Measure Targets for 2025.

Moved by Ed Procek and seconded by Ryan Sorenson to approve Resolution 2-2025 as presented. Motion carried, with all voting aye on a voice vote.

- X. Resolution 3-2025:** Heena Bhatt presented Resolution 3-2025 of the Bay-lake Regional Planning Commission approving updated Infrastructure Condition, System Performance, Freight Movement, and Congestion Mitigation and Air Quality (CMAQ) Program Emission Reduction Performance Measure Targets for the Sheboygan Metropolitan Planning Area.

Moved by Ed Procek and seconded by Terry Brazeau to approve Resolution 3-2025 as presented. Motion carried, with all voting aye on a voice vote.

- XI. Resolution 4-2025:** Heena Bhatt presented Resolution 4-2025 of the Bay Lake Regional Planning Commission several minor amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP); Calendar Years 2025-2028*.

Moved by Ed Procek and seconded by Tom Romdenne to approve Resolution 4-2025 as presented. Motion carried, with all voting aye on a voice vote.

- XII. Draft 2024 Annual Report:** Sydney Swan presented the draft 2024 Annual Report. Discussion followed. The commissioners discussed the transportation needs for the elderly and other challenges of their communities. Heena Bhatt shared her commitment to reach out to communities to find ways she can assist.

Moved by Ann Hartnell and seconded by Ryan Sorenson to approve the draft of the *2024 Annual Report* pending audit results. Motion carried, with all voting aye on a voice vote.

- XIII. Amendment to the Commission Bylaws regarding “Remote Meeting Attendance of the commission”:** Brandon Robinson presented and proposed amendment to the Commission Bylaws involving adding the “Remote Meeting Attendance of Commissioners” policy as a subset to Article II-Meetings. Commissioners discussed compensation and closed sessions language.

Moved by Ann Hartnell and seconded by Thomas Mandli to approve the amendment to the Commission Bylaws. Motion carried, with 12 ayes on a voice vote and one opposed, Ed Procek on a voice vote.

XIV. Quarterly Project Report: The Quarterly Progress Report was presented to the commissioners.

XV. Commissioner Reports: Terry Brazeau of Oconto County, Thomas Mandli of Marinette County, Ed Procek of Sheboygan County reported on happenings and updates in their counties and discussion followed.

XVI. Upcoming Commission meetings include the following:

- A. The next meeting of the Commission's Executive Committee will be held April 18, 2025, at 10:00 a.m., at the Commission office.
- B. The next full Commission meeting will be held on June 13, 2025, at 10:00 a.m., at the Commission office.

XVII. Adjournment: Moved by Ryan Sorenson and seconded by Thomas Mandli that the Full Commission meeting adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 11:32 a.m.

Respectfully submitted,
Raquel Orta
Recording Secretary