

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING

January 12, 2007
Commission Office
Green Bay, WI

COMMITTEE MEMBERS PRESENT: Bob Ryan (for Jaime Forest), Jim Gilligan, Cheryl Maxwell, Greg Minikel (for Kevin Crawford), Lois Trever, Yvonne Van Pembroke and Chuck Wagner

COMMITTEE MEMBERS EXCUSED: Rob Strong (for Paul Jadin)

STAFF PRESENT: Jeff Agee-Aguayo, Brenda Rehberg, Jim Van Laanen and Mark Walter

OTHERS PRESENT: Bryce Luchterhand (Governor's Northern Office)

1. Chairperson Jim Gilligan called the meeting to order at 10:00 a.m.
2. **Moved** by Lois Trever and seconded by Chuck Wagner that the agenda be approved. Motion carried, with all voting aye on a voice vote.
3. **Moved** by Chuck Wagner and seconded by Yvonne Van Pembroke that the minutes of the October 13, 2006, Executive Committee meeting be approved. Motion carried, with all voting aye on a voice vote.
4. Chairperson Jim Gilligan asked if there was any public input; none was received.
5. Mark Walter presented the following communications to the Executive Committee:
 - (a) A January 3, 2007, letter from Sandra Beaupre, WisDOT Bureau of Planning and Economic Development Director, approving the 2007 MPO Work Program and authorizing work to proceed on the transportation planning activities designated for funding effective January 1, 2007.
 - (b) A December 18, 2006, letter from Matthew Crow, U.S. Department of Commerce Deputy Assistant Secretary for External Affairs and Communications, approving the Commission's application for EDA investment in the amount of \$154,884.
 - (c) A December 19, 2006, letter from Stephanie Hickman U.S. Dept. of Transportation Community Planner, finding the *2035 Sheboygan Area Transportation Plan* and the *2007-2010 Transportation Improvement Program* for the Sheboygan Metropolitan Planning Area to be in conformance with the transportation planning requirements of Titles 23 and 49 U.S.C., the CAAA, and related regulations including those for determining conformity with the Wisconsin State Air Quality Implementation Plan (SIP).
 - (d) Mark Walter announced the Commission will be having its Open House on January 22, 2007, from 3:00 p.m. – 7:00 p.m. Everyone is invited to attend.

6. Mark Walter presented the following Executive Orders to the Executive Committee for review:

PROJECT/ APPLICANT/AREA	SAI NUMBER	CFDA NUMBER	COSTS
1 Marinette County 2007 85.21 Specialized Transportation Assistance Program – Marinette County Elderly Services – Marinette County	WI070110-001-B00000MT Bay-Lake Lead	Department of Transportation	S = 123,443 <u>L = 24,689</u> T = 148,132
2 Florence County 2007 85.21 Specialized Transportation Assistance Program – Florence County Aging Unit – Florence County	WI070111-002-B00000FL Bay-Lake Lead	Department of Transportation	S = 61,865 <u>L = 12,373</u> T = 74,238
3 Sheboygan County 2007 85.21 Specialized Transportation Assistance Program – Sheboygan County Health & Human Services – Sheboygan County	WI070111-003-B00000SH Bay-Lake Lead	Department of Transportation	S = 258,819 <u>L = 51,764</u> T = 310,583
4 Kewaunee County 2007 85.21 Specialized Transportation Assistance Program – Kewaunee County Dept. of Human Services – Kewaunee County	WI070111-004-B00000KW Bay-Lake Lead	Department of Transportation	S = 61,865 <u>L = 12,373</u> T = 74,238
5 Door County 2007 85.21 Specialized Transportation Assistance Program – Door County Dept. of Social Services – Door County	WI070111-005-B00000DR Bay-Lake Lead	Department of Transportation	S = 85,280 <u>L = 17,056</u> T = 102,336
6 Oconto County 2007 85.21 Specialized Transportation Assistance Program – Oconto County Commission on Aging – Oconto County	WI070111-006-B00000OC Bay-Lake Lead	Department of Transportation	S = 92,316 <u>L = 18,463</u> T = 110,779
7 Manitowoc County 2007 85.21 Specialized Transportation Assistance Program – Aging & Disability Resource Center – Manitowoc County	WI070111-007-B00000MC Bay-Lake Lead	Department of Transportation	S = 207,760 <u>L = 41,552</u> T = 249,312

*Code: F=Federal; S=State; A=Applicant; L=Local; NS=Non-State; O=Other; M=Match; T=Total; S/L = State & Local; GL=Guaranteed Loan

Moved by Cheryl Maxwell and seconded by Lois Trever to support Bay-Lake Lead Executive Order No.

1. Motion carried, with all voting aye on a voice vote.

Moved by Yvonne Van Pembrook and seconded by Cheryl Maxwell to support Bay-Lake Lead Executive Order No. 2. Motion carried, with all voting aye on a voice vote.

Moved by Jim Gilligan and seconded by Yvonne Van Pembrook to support Bay-Lake Lead Executive Order No. 3. Motion carried, with all voting aye on a voice vote.

Moved by Chuck Wagner and seconded by Lois Trever to support Bay-Lake Lead Executive Order No. 4. Motion carried, with all voting aye on a voice vote.

Moved by Bob Ryan and seconded by Greg Minikel to support Bay-Lake Lead Executive Order No. 5. Motion carried, with all voting aye on a voice vote.

Moved by Lois Trever and seconded by Cheryl Maxwell to support Bay-Lake Lead Executive Order No. 6. Motion carried, with all voting aye on a voice vote.

Moved by Greg Minikel and seconded by Yvonne Van Pembrook to support Bay-Lake Lead Executive Order No. 7. Motion carried, with all voting aye on a voice vote.

7. Mark Walter distributed and reviewed the following contract additions for approval:

BLRPC Approval Date	Organization	County	Contract Number	Budget			Work Element	Project	Comment	Period	
				Contract Amount	Contract Reimbursement	BLRPC Match				start	end
				1/1/2007	Oneida Nation	Brown				06023-11	\$ 92,625
1/1/2007	C. Two Rivers	Manitowoc	06026-05	\$ 3,000	\$ 3,000	\$ -	2500	CDBG Housing Environmental Review Record		12/18/06	02/28/07
1/12/2007	EDA	Region	07001-10	\$ 309,768	\$ 154,884	\$ 154,884	1300	EDA District Continuation Planning Grant	25% Cash Match 25% In-Kind Match	01/01/07	12/31/09
1/12/2007	WisDOT	Region	07002-09	\$ 82,881	\$ 74,593	\$ 8,288	1100	2007 Rural Transportation Work Program	Project is in 2007 Budget and 2007-2009 Work Program	01/01/07	12/31/07
1/12/2007	FHWA	Sheboygan	07003-10	\$ 111,125	\$ 99,712	\$ 11,413	1200	Sheboygan 2007 MPO Work Program	Project is in 2007 Budget and 2007-2009 Work Program	01/01/07	12/31/07
1/12/2007	T. Montpelier	Kewaunee	07004-04	\$ 8,000	\$ 8,000	\$ -	2300	Zoning Ordinance Updates		01/01/07	12/31/07
1/12/2007	Oconto County	Oconto	07005-07	\$ 66,916	\$ 66,916	\$ -	2100	Multi-Hazards Mitigation Plan	Scope Approved by Oconto County Board	01/01/07	04/30/09
Total				\$ 674,315	\$ 499,730	\$ 174,585					

With respect to contract 06023-11 with the Oneida Nation, Mark Walter explained that this contract was deferred from the December meeting of the full Commission. Mark Walter reviewed §66.0309(12)(b) and §66.0301(2) of the Wisconsin Statutes. S.66.0309(12)(b) indicates that manner in which the Commission may enter into contracts and for what purpose, while §66.0301(2) specifically allows the Commission to work with “federally recognized Indian tribes and bands in this state,...”. Yvonne Van Pembroke asked if the Oneida Nation pays a levy into Brown County will that mean that the Oneida Nation is being charged double if they contract with the Commission for this service; Mark Walter responded that the Oneida Nation pays a fee in lieu of taxes into Brown County adding that the Commission will treat Oneida Nation the same as any other municipality. Chuck Wagner asked if the Oneida Nation will have a representative serving on the Commission; Mark Walter responded that the Commission will consider them a municipality and not as a county (which have three representatives serving on the Commission); however, the Commission may wish to review changes to its Bylaws regarding Indian tribe representation.

Moved by Lois Trever and seconded by Chuck Wagner to approve contract 06023-11 with the Oneida Nation. Motion carried, with all voting aye on a voice vote.

Moved by Cheryl Maxwell and seconded by Yvonne Van Pembroke to approve contract 06026-05 with the City of Two Rivers. Motion carried, with all voting aye on a voice vote.

Moved by Cheryl Maxwell and seconded by Chuck Wagner to approve contract 07001-10 with EDA. Motion carried, with all voting aye on a voice vote.

Moved by Yvonne Van Pembroke and seconded by Greg Minikel to approve contract 07002-09 with WisDOT. Motion carried, with all voting aye on a voice vote.

Moved by Jim Gilligan and seconded by Cheryl Maxwell to approve contract 07003-10 with FHWA. Motion carried, with all voting aye on a voice vote.

Moved by Chuck Wagner and seconded by Lois Trever to approve contract 07004-04 with the Town of Montpelier. Motion carried, with all voting aye on a voice vote.

Moved by Lois Trever and seconded by Cheryl Maxwell to approve contract 07005-07 with Oconto County. Motion carried, with all voting aye on a voice vote.

8. Mark Walter reviewed the 2006 budget report with committee members including the Balance Sheet, Accounts Receivable Aging Summary, Profit & Loss Year-To-Date Comparison, Estimated Budget Revenues and the 2006 Expenses.

Cheryl Maxwell requested a list of moving expenses the Commission incurred; Mark Walter responded that he would provide the Commission with a list of moving as well as down time. Mark Walter reviewed potential projects for 2007 adding that 77 percent of the Commission's 2007 budget has been met.

Moved by Cheryl Maxwell and seconded by Chuck Wagner to accept the 2007 Budget Report. Motion carried, with all voting aye on a voice vote.

9. Resolution 1-2007: Resolution of the Bay-Lake Regional Planning Commission adopting the *Town of Red River 20-Year Comprehensive Plan* as part of the master plan for the region as the work of making the whole master plan progresses for the physical development of the region comprised of the counties of Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Oconto and Sheboygan, in the State of Wisconsin. Jim Van Laanen distributed a summary sheet of the plan noting that this is the first of the Kewaunee County plans that has been adopted.

Moved by Chuck Wagner and seconded by Bob Ryan to approve Resolution 1-2007: Resolution 1-2007: Resolution of the Bay-Lake Regional Planning Commission adopting the *Town of Red River 20-Year Comprehensive Plan*. Motion carried, with all voting aye on a voice vote.

10. A list of meeting locations and dates was distributed to the committee for their review. The following Executive Committee schedule was approved: March 9 in Sheboygan County; May 4 in Marinette County (**note the change in meeting date**); July 13 in Manitowoc County; August 10 in Brown County; October 12 in Florence County. The full Commission meetings will be held at the Commission offices at 441 S. Jackson Street.

11. Mark Walter reminded committee members that two copies of the Commission's monthly activity report for December 2006 were mailed to all Commissioners as well as emailed to all county clerks in the region, and reminded committee members to share the December 2006 monthly activity report with their respective county boards.

12. Mark Walter distributed the bills and receipts to committee members. **Moved** by Chuck Wagner and seconded by Greg Minikel to approve the bills and receipts. Motion carried, with all voting aye on a voice vote.

13. (a) The next meeting of the full Commission will be February 9, 2007, at the Commission offices in Green Bay, WI.

(b) The next meeting of the Executive Committee will be held in Sheboygan County, WI on March 9, 2007.

14. Moved by Chuck Wagner and seconded by Cheryl Maxwell that the Executive Committee adjourn. Motion carried, with all voting aye on a voice vote. The Committee adjourned at 11:45 a.m.

Respectfully submitted,

Brenda L. Rehberg
Recording Secretary