

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING
March 14, 2008
Paul J. Bertschinger Community Center
Egg Harbor, WI

COMMITTEE MEMBERS PRESENT: Bill Clancy, Jaime Forest, Jim Gilligan, Mary Hanrahan (for Chuck Wagner), Ed Kelley (for Yvonne Van Pembrook), Cheryl Maxwell and Valerie Mellon

MEMBERS EXCUSED: Lois Trever

STAFF PRESENT: Brenda Rehberg and Mark Walter

1. Chairperson Jim Gilligan called the meeting to order at 10:02 a.m.
2. **Moved** by Cheryl Maxwell and seconded by Bill Clancy to approve the agenda. Motion carried, with all voting aye on a voice vote.
3. **Moved** by Valerie Mellon and seconded by Mary Hanrahan that the minutes of the January 11, 2008, Executive Committee meeting be approved. Motion carried, with all voting aye on a voice vote.
4. Charlie Most welcomed everyone to Door County and thanked Jim Gilligan for his years of service on the Commission.
5. Mark Walter presented the following communications to the Executive Committee:
 - (a) A February 11, 2008, email from EPA's WaterSense Program. Mark Walter noted that this email is in response to the Commission's request for further information in participating in the WaterSense Program. Mark Walter stated that this program is consistent with the Commission's policies and recommended the Commission participate as a WaterSense Promotional Partner. **Moved** by Valerie Mellon and seconded by Cheryl Maxwell authorizing the Commission to participate as a WaterSense Promotional Partner. Motion carried, with all voting aye on a voice vote.
 - (b) A spring conference announcement from WAPA/WI-ASLA titled *Sustain the Momentum* being held on March 27, 2008. Brandon Robinson from the Commission will be attending the conference.
 - (c) A March 4, 2008, letter from Mary Gade, USEPA Great Lakes National Program, announcing the *Great Lakes 2008 Earth Day Challenge*. Mark Walter announced that Luann Rudolph is currently working with Sustainable Green Bay to apply for a grant from the EPA to assist Brown County residents to properly dispose of their pharmaceuticals.
 - (d) Various newspaper articles in the Bay-Lake Region providing information on recent Commission activities in the Region.
 - (e) A March 12, 2008, letter from Yvonne Van Pembrook designating Ed Kelley to serve as her alternate on the Commission's Executive Committee.
 - (f) An announcement from East Central Wisconsin Regional Planning Commission concerning their office relocation.

6. 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
				3/14/2008	T. Red River	Kewaunee				08007-04	\$ 2,000
3/14/2008	V. Lena	Oconto	08008-07	\$ 15,136	\$ 15,136	\$ -	2100	Asst		3/1/2008 12/31/2008	
3/14/2008	Northeast Wisconsin Stormwater Consortium	Region	08009-11	\$ 18,000	\$ 18,000	\$ -	1400	Stormwater Coordinator		4/1/2008 2/28/2009	
Total				\$ 35,136	\$ 35,136	\$ -					

Moved by Ed Kelley and seconded by Jaime Forest to approve Contract 08007-04 with the Town of Red River. Motion carried, with all voting aye on a voice vote.

Moved by Cheryl Maxwell and seconded by Bill Clancy to approve Contract 08008-07 with the Village of Lena. Motion carried, with all voting aye on a voice vote.

With respect to Contract 08009-11 with the Northeast Wisconsin Stormwater Consortium (NEWSC), Mark Walter provided information on NEWSC's request seeking a one-year Stormwater Consortium Coordinator. The Commission was asked to apply for this position and Luann Rudolph of the Commission will be interviewing for this position; the contract is subject to negotiations between NEWSC and the Commission. Mark Walter stated that this fits in with the Commission's long term strategies. Cheryl Maxwell asked who Luann Rudolph would report to; Mark Walter responded that the NEWSC Coordinator would be coordinating work with its steering committee. Jaime Forest asked what happens after one year; Mark Walter stated that after one year, the need for this position will be reevaluated. **Moved** by Cheryl Maxwell and seconded by Valerie Mellon approving Contract 08009-11 with the Northeast Wisconsin Stormwater Consortium. Motion carried, with all voting aye on a voice vote.

7. Mark Walter reviewed the 2008 budget report with committee members including the Balance Sheet, Accounts Receivable Aging Summary, Profit & Loss Year-To-Date Comparison, 2008 Estimated Revenues, and 2008 Expenses.

Mark Walter discussed proposed projects for 2008 with committee members noting that if the Commission continues to receive large projects, we may need to evaluate the need to hire additional staff.

8. Mark Walter, noting the limited time available to discuss the Commission's 2007-2010 Strategic Plan Goals and Actions, requested committee members review each of the four goals and strategies of the plan, and provide input on the priority/timeline of each of the action steps of the plan. Discussion will continue at the April meeting of the full Commission.

9. A) William Schuster, Door County Soil and Water Conservation Department, discussed various soil and water conservation projects in Door County including: County-wide Stormwater Ordinance; source identification for beach contamination; Dunes Lake and the investigation of the perceived negative changes in the lake; Agriculture non-point standards and prohibition ordinance; Natural Resources being threatened by invasive species; and the Log Den/Plum Bottom project. William Schuster distributed a final report on the Plum Bottom Closed Depression Groundwater Trace and provided committee members with background information on the project.

B) Mariah Goode, Door County Planning Department Director, distributed an overview of Door County's Smart Growth Plan Development Process as well as a summary of Door County visioning meetings. In 2006/2007 four county-wide visioning meetings were held and in August 2007 a draft vision statement was developed by the Core Planning Committee. In January 2008, work groups were created to address the issues that came out of the county-wide visioning meetings. Strong themes included: housing

and economic development; improve telecommunications; water quality issues; highway corridor development and agricultural and natural preservation. It is anticipated that the comprehensive plan will be completed in early 2009.

Mariah Goode highlighted additional Door County Planning Department activities including the recently adopted Wind Energy Facility Ordinance and the quarterly educational/discussion meetings with UW Extension for local government officials to discuss planning related issues.

C) Bill Chaudoir, Door County Economic Development Corporation, distributed and reviewed a *Summary of Major Accomplishments* for 2007 for the Door County EDC. The Door County EDC is a public/private partnership that began in 1989. Major accomplishments include assisting with existing local business, business start-up and financing; community development; workforce development; business retention; Door County Technology Council and Door County Legislative Days. Door County is seen as a tourist destination which drives up the housing prices; in response, Door County is working on attainable housing to retain its youth.

Currently the manufacturing sector in Door County is strong while the construction sector is feeling the impact of the recession.

D) Mark Walter distributed a Door County Planning Studies and Grant activities map detailing Commission activities in Door County.

10. Mark Walter reminded committee members that two copies of the Commission's monthly activity report for February 2008 were mailed to all Commissioners as well as emailed to all county clerks in the region.

11. Mark Walter distributed the bills and receipts to committee members. **Moved** by Ed Kelley and seconded by Bill Clancy to approve the bills and receipts. Motion carried, with all voting aye on a voice vote.

12. (a) The next meeting of the full Commission will be April 11, 2008, at the Commission offices in Green Bay, WI

(b) The next meeting of the Executive Committee will be held on May 9, 2008, in Kewaunee County.

13. **Moved** by Cheryl Maxwell and seconded by Jaime Forest that the Executive Committee adjourn. Motion carried, with all voting aye on a voice vote. The Committee adjourned at 12:00 p.m.

Respectfully submitted,

Brenda L. Rehberg
Recording Secretary