

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
COMMISSION MEETING
November 10, 2006
Days Inn City Centre
Green Bay, Wisconsin

MEMBERS PRESENT: Jim Abrahamson (for Brian Paplham), Alice Baumgarten, Jaime Forest, Jim Gilligan, Mary Hanrahan, Ed Kelley, Don Markwardt, Cheryl Maxwell, Flossie Meyer, Mary Meyer, Greg Minikel (for Kevin Crawford), Bruce Osterberg, Rob Strong (for Paul Jadin) and Yvonne Van Pembroke

MEMBERS EXCUSED: Mike Hotz (for Jim Schramm), Lois Trever and Chuck Wagner

MEMBERS ABSENT: Don Glynn, Tom Kussow, Chris Swan and NyiaLong Yang

STAFF PRESENT: Richard Heath, Brenda Rehberg and Mark Walter

- I. Chairperson Jim Gilligan called the meeting to order at 12:24 p.m.
- II. **Moved** by Cheryl Maxwell and seconded by Flossie Meyer that the Commission approve the agenda. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Don Markwardt and seconded by Mary Meyer that the Commission approve the minutes of the September 8, 2006, meeting. Motion carried, with all voting aye on a voice vote.
- IV. Chairperson Jim Gilligan asked if there was any public input; none was received.
- V. Mark Walter presented the following communications to the Commission:
 - (a) A proclamation from the State of Wisconsin Office of the Governor proclaiming the month of October 2006 as Community Planning Month.
 - (b) Newspaper articles related to Commission activities in the region.
 - (c) A November 2, 2006, letter from Darsi Foss, Wisconsin Department of Natural Resources, Remediation and Redevelopment Program Brownfields and Outreach Section Chief, requesting the Commission's support for the Wisconsin Brownfields Coalition's application to EPA for a federal brownfields Revolving Loan Fund. **Moved** by Cheryl Maxwell and seconded by Mary Hanrahan to send a letter of support for the Wisconsin Brownfield Coalition's application to EPA for a federal brownfields Revolving Loan Fund. Motion carried, with all voting aye on a voice vote.
 - (d) A November 9, 2006, letter from Brian Paplham designating Jim Abrahamson as his alternate on the Commission.
- VI. Committee Reports:
 - A. Mark Walter presented the Executive Committee Report.

The Executive Committee met on October 13, 2006, at the Encore on Central in Florence, WI.

The Executive Committee authorized the Commission borrowing of up to \$40,000 to cover the costs associated with the Commission's move.

Resolution 7-2006: Resolution of the Bay-Lake Regional Planning Commission Endorsing the *Year 2035 Sheboygan Area Transportation Plan (SATP)* was approved.

Rich Wolosyn, Florence County Zoning Administrator, presented planning activities in Florence County.

Wendy Gehlhoff, Florence County Economic Development Director, provided information on economic development issues in Florence County.

The Executive Committee approved Mark Walter’s request to reschedule the Commission’s December 8 meeting to December 15.

Moved by Cheryl Maxwell and seconded by Jaime Forest to accept the Executive Committee Report. Motion carried, with all voting aye on a voice vote.

B. Yvonne Van Pembroke presented the Intergovernmental Affairs Committee Report:

Yvonne Van Pembroke presented the following Executive Orders for the committees review.

	PROJECT/ APPLICANT/AREA	SAI NUMBER	CFDA NUMBER	COSTS
1	Section 5311 City of Manitowoc Capital Assistance – City of Manitowoc – City of Manitowoc	WI061106-014-B0000MC Bay-Lake Lead	Section 5311 FTA	F = 140,000 <u>L = 35,000</u> T = 175,000
2	Section 5311 City of Manitowoc Operating Assistance – City of Manitowoc – City of Manitowoc	WI051101-011-B0000MC Bay-Lake Lead	Section 5311 FTA	To Be Determined
3	Section 5311 City of Marinette Operating Assistance – City of Marinette – City of Marinette	WI051018-016-B0000MT Bay-Lake Lead	Section 5311 FTA	To Be Determined

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

Moved by Yvonne Van Pembroke and seconded by Mary Hanrahan to support Bay-Lake Lead Executive Order No. 1. Motion carried, with all voting aye on a voice vote.

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

Moved by Yvonne Van Pembroke and seconded by Cheryl Maxwell to support Bay-Lake Lead Executive Order No. 1. Motion carried, with all voting aye on a voice vote.

Yvonne Van Pembroke noted that there were contracts for the committees review

The budget report was reviewed by committee members.

Mark Walter provided an update on the Hazard Mitigation Planning in the Bay-Lake Region.

Mark Walter distributed a Status of Community Comprehensive Plans in the Bay-Lake Region map and updated committee members on the comprehensive plans being prepared by the Commission.

Mark Walter provided a report on the November 3, 2006, Association of Wisconsin Regional Planning Commissions annual board meeting including the discussion of a Regional Economic Development Conference to be held in 2007.

Moved by Alice Baumgarten and seconded by Greg Minikel to accept the Intergovernmental Affairs Committee Report. Motion carried, with all voting aye on a voice vote.

C. Mary Meyer presented the Work Program Committee Report:

Richard Heath provided a brief overview of the Commission's *2007-2009 Work Program*. **Moved** by Yvonne Van Pembroke and seconded by Mary Meyer to approve Resolution 8-2006: Resolution by the Bay-Lake Regional Planning Commission to adopt the *2007-2009 Work Program*. Motion carried, with all voting aye on a voice vote.

Richard Heath distributed and reviewed a draft copy of the *2006 Comprehensive Economic Development Strategy Annual Report* for the committee's review.

Moved by Mary Meyer and seconded by Don Markwardt to accept the Work Program Committee Report. Motion carried, with all voting aye on a voice vote.

VII. Action on Resolution 8-2006 was taken under Agenda Item VI(C).

VIII. Resolution 9-2006 was reviewed by committee members. **Moved** by Don Markwardt and seconded by Mary Meyer to approve Resolution 9-2006: Resolution of the Bay-Lake Regional Planning Commission Adopting the *2006 Comprehensive Economic Development Strategy Annual Report*. Motion carried, with all voting aye on a voice vote.

IX. **Moved** by Ed Kelley and seconded by Mary Meyer to accept the bills and receipts. Motion carried, with all voting aye on a voice vote.

X. Mark Walter provided a status report on the Commission's new office space. The Commission moving date is scheduled for November 28.

XI. The next meeting of the Commission is December 15, 2006, at the Days Inn in Green Bay, Wisconsin.

XII. The next meeting of the Executive Committee is January 12, 2007, at the Commission Offices.

XIII. **Moved** by Yvonne Van Pembroke and seconded by Don Markwardt that the Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 1:14 p.m.

Respectfully submitted,

Brenda L. Rehberg
Recording Secretary