

MINUTES  
BAY-LAKE REGIONAL PLANNING COMMISSION  
COMMISSION MEETING  
December 11, 2009  
Commission Office  
Green Bay, Wisconsin

MEMBERS PRESENT: Jim Abrahamson, Alice Baumgarten, Bill Clancy, Paul DeWitt, Don Glynn, Mariah Goode, Mary Hanrahan, Mike Hotz, Ed Kelley, Tom Kussow, Toni Loch, Cheryl Maxwell, Don Markwardt, Val Mellon, Mary Meyer, Bruce Osterberg, Ed Procek, Lois Trever, Yvonne Van Pembrook and Chuck Wagner

MEMBERS EXCUSED: Ron McDonald

MEMBERS ABSENT: Chris Swan and NyiaLong Yang

STAFF PRESENT: Rich Heath, Rich Malone, Angela Pierce, Brenda Rehberg, Brandon Robinson, Joshua Schedler and Mark Walter

I Noting that Chairperson Cheryl Maxwell indicated she is running behind schedule, Vice-Chairperson Chuck Wagner called the meeting to order at 10:03 a.m.

II. **Moved** by Tom Kussow and seconded by Val Mellon that the Commission approve the agenda. Motion carried, with all voting aye on a voice vote.

III. **Moved** by Don Markwardt and seconded by Yvonne Van Pembrook that the Commission approve the minutes of the November 13, 2009, meeting. Motion carried, with all voting aye on a voice vote.

IV. Vice-Chairperson Chuck Wagner asked if there was any public input; none was received.

V. Mark Walter presented the following communications to the Commission:

A. A November 23, 2009, letter from Deborah Ingram of the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA) inviting Angela Pierce of the Commission to participate in the Department of Homeland Security, Federal Emergency Management Agency, National Review of Hazard Mitigation Assistance (HMA) applications. The HMA National Review will be held January 10 – 16 in Arlington, VA. All costs related to participating in this review will be paid for by FEMA.

**Moved** by Lois Trever and seconded by Alice Baumgarten to approve Angela Pierce's participation in the Department of Homeland Security National Review of HMA applications. Motion carried, with all voting aye on a voice vote.

B. A November 20, 2009, notification from American Transmission Company (ATC) to construct a new 138 kV transmission line in Door County, Wisconsin, known as the Canal-Dunn Rd Project.

C. A December 8, 2008, memorandum from Aaron Schuette of the Brown County Planning Commission to Brown County Local Communities announcing a December 17, 2009, workshop in response to the State of Wisconsin overhauling the Wisconsin Farmland

Preservation Program (Working Lands Initiative) and creating “conversion fees”.

Chuck Wagner stated that this is an extremely controversial issue and provided information on the Working Lands Initiative along with assistance provided by Brandon Robinson. The conversion fees are based on the Wisconsin Department of Revenue Use Value Guidelines for Agricultural Land Assessment and are intended to discourage excessive rezoning of agricultural land. The conversion fees will go into effect January 1, 2010.

Cheryl Maxwell asked if there is an opportunity for the Commission to provide information on conversion fees to communities; Brandon Robinson replied that in addition to the Commission providing assistance to Brown County on updating their Farmland Preservation Plan, the Commission can meet with communities to provide information on conversion fees.

- D. A copy of a November 25, 2009, notification from Kristin Hart of the Wisconsin Department of Natural Resources on the proposed revocation of air permits of Eggers Industries, Inc.
- E. A November 10, 2009, letter from Jo Temte of the Wisconsin Department of Natural Resources providing brochures on the Great Lakes to increase awareness of the State’s management strategy for protecting Lake Superior and restoring Lake Michigan. Mark Walter noted that copies of each brochure entitled *Wisconsin’s Great Lakes Strategy: Restoring and protecting Our Great Lakes* and *Simple Solutions to Great Lakes Health a Resource Guide* were provided to all Commissioners.

VI. Mark Walter presented the following contracts for recommendation of approval:

BLRPC Approval Date	Organization	County	Contract Number	Budget			Work Element	Project	Comment	Period	
				Contract Amount	Contract Reimbursement	BLRPC Match				start	end
12/11/2009	V. Wrightstown	Brown	09018-01	\$ 13,500	\$ 10,000	\$ 3,500	2100	Planning & Development TA		01/01/10	12/31/10
12/11/2009	T. Ledgeview	Brown	10001-01	\$ 13,500	\$ 10,000	\$ 3,500	2100	Planning & Development TA		01/01/10	12/31/10
12/11/2009	Kewaunee County	Kewaunee	10005-04	\$ 12,000	\$ 12,000	\$ -	1400	Emerald Ash Borer Response Plan		01/01/10	12/31/2010
<b>Total</b>				<b>\$ 39,000</b>	<b>\$ 32,000</b>	<b>\$ 7,000</b>					

**Moved** by Mike Hotz and seconded by Chuck Wagner to approve the above contracts. Motion carried, with all voting on a voice vote.

VII. Mark Walter presented the 2009 budget report including the A/R Aging Summary, Balance Sheet Previous Year Comparison, the monthly Expense Report, the 2009 Estimated Budget Revenues and the 2010 Potential Budget Revenues.

With respect to Accounts Receivables, Cheryl Maxwell asked if there are any accounts that are expected to go unpaid; Mark Walter replied that WDNR Sheboygan Sewer Service Plan Update contract 0801909 in the amount of \$20,855 is expected to be paid. Mark Walter reviewed the 2009 Budget Revenues. The Commission is not expected to receive any new revenues in 2009. Mike Hotz asked if the \$90,000 in proposed projects for 2009 was factored in to the 2009 Budget; Mark Walter replied that the proposed projects are not existing projects instead they are prospective projects and have not been factored in the 2009 Budget. Cheryl Maxwell asked how much carry-over the Commission had from 2008 to 2009; Mark Walter replied that he did not have that amount with him, but believes that it was approximately \$140,000. Mark Walter noted that the 2008 carryover amount will meet the Commission’s 2009 expenses.

With respect to 2010 Budget Revenues, Mark Walter noted that the Commission has approximately 67 percent of its budget either signed or firm going into 2010. Mike Hotz asked of the \$388,000 in proposed projects, could the Commission obtain at least half of that amount; Mark Walter replied that the Commission needs to get at least half of that amount. Mark Walter reported that the Commission has approximately eight grant applications that have been or will be submitted for 2010 funding averaging about \$50,000 each. The Commission is awaiting announcements to be

made. It is anticipated that the Commission will receive at least two of the eight grant applications which were applied for.

- VIII. Angela Pierce provided a staff report on the Commission's Natural Resource Program. Angela Pierce directed Commissioners to Work Program Element 1400 "Environmental Planning Work Program" of the Commission's *2010 Annual Budget & 2010-2012 Work Program* (formerly titled Natural Resource Work Program).

Ms. Pierce reviewed the grants applications submitted by Commission to the Wisconsin Coastal Management Program (WCMP) for FY 2010 including: 1) the Public Access Inventory, Kewaunee, Manitowoc, and Sheboygan County; and 2) Regional Port, Harbor and Marina Study Update. Announcements for these grant awards will be made in February 2010.

Angela Pierce discussed the Commission's efforts on promoting regional and local climate change planning and provided information on the Commission partnering with the City of De Pere to submit a grant application to the WCMP for a FY 2010 grant to fund a climate change action plan for the city.

The Water Quality/Quantity Planning work element was reviewed. Ms. Pierce updated Commissioner's on the fee increase for conformance review of public sanitary sewer extensions, facilities, and the subsequent issuance of Water Quality Management letters.

Angela Pierce briefly addressed the Commission's planning efforts in areawide resource management planning, forestry planning, sustainability planning, solid waste management planning, regional GIS database and the Commission's 2030 Regional Comprehensive Plan.

- IX. Mark Walter discussed the Commission's *2010 Annual Budget & 2010-2012 Work Program* with Commission members noting that this budget does take into account the reduced staff. Table 8: BLRPC 2010 Projected Revenue by Source identifies \$1,153,350 in potential revenues. With respect to the Commission's estimated 2010 – 2012 Expenses, Mark Walter noted that under Account Number 5105, Unemployment Compensation should not be calculated for budget years 2011 and 2012.

Ed Procek reported that he has received a response from Congressman Tom Petri on the I-43 Corridor Study and requested the lobbying efforts for this study begin in January and February 2010.

**Moved** by Tom Kussow and seconded by Bill Clancy to approve the Commission's *2010 Annual Budget & 2010-2012 Work Program* with the changes as outlined by Mark Walter. Motion carried, with all voting aye on a voice vote.

- X. **Moved** by Ed Kelley and seconded by Don Markwardt to accept the bills and receipts. Motion carried, with all voting aye on a voice vote.
- XI. The next meeting of the Executive Committee is January 8, 2010, at the Commission offices. The next meeting of the full Commission is February 12, 2010.
- XII. **Moved** by Chuck Wagner and seconded by Mary Meyer that the Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 12:30 p.m.

Respectfully submitted,

Brenda L. Rehberg  
Recording Secretary