

MINUTES  
BAY-LAKE REGIONAL PLANNING COMMISSION  
COMMISSION MEETING  
December 15, 2006  
Days Inn City Centre  
Green Bay, Wisconsin

MEMBERS PRESENT: Alice Baumgarten, Jaime Forest, Jim Gilligan, Mary Hanrahan, Mike Hotz (for Jim Schramm), Ed Kelley, Tom Kussow, Don Markwardt, Cheryl Maxwell, Flossie Meyer, Mary Meyer, Greg Minikel (for Kevin Crawford), Bruce Osterberg, Brian Papham, Chris Swan, Lois Trever, Yvonne Van Pembrook, Chuck Wagner and NyiaLong Yang

MEMBERS EXCUSED: Don Glynn and Rob Strong (for Paul Jadin)

STAFF PRESENT: Jeff Agee-Aguayo, Richard Heath, Brenda Rehberg and Mark Walter

- I. Chairperson Jim Gilligan called the meeting to order at 10:45 a.m.
- II. **Moved** by Cheryl Maxwell and seconded by Lois Trever that the Commission approve the agenda. Motion carried, with all voting aye on a voice vote.
- III. **Moved** by Don Markwardt and seconded by Flossie Meyer that the Commission approve the minutes of the November 10, 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 December 8, 2006, letter from Kirk Contrucci, Ayres Associates Manager of Photogrammetry, providing the Commission with the partnership checks for counties in the Bay-Lake Region that participated in the 2005 Wisconsin Regional Mapping initiative. Mark Walter stated that these checks will be presented at the county board meetings on the Commission's behalf.
  - (b) A December 11, 2006, letter from Michael Jaeger, Gas Policy Analyst with the Public Service Commission of Wisconsin notifying interested parties of the proposed construction of a natural gas pipeline in Fond u Lac and Sheboygan Counties.
  - (c) A December 11, 2006, letter from Michael Jaeger, Gas Policy Analyst with the Public Service Commission of Wisconsin notifying interested parties of the proposed construction of a natural gas pipeline project in the town of Lawrence, village of Ashwaubenon and the city of De Pere in Brown County.
  - (d) A December 11, 2006, letter from Michael Jaeger, Gas Policy Analyst with the Public Service Commission of Wisconsin notifying interested parties of the proposed construction of a natural gas pipeline project near Denmark in Brown County.
- VI. Committee Reports:
  - A. Yvonne Van Pembrook presented the Intergovernmental Affairs Committee Report:

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

PROJECT/ APPLICANT/AREA	SAI NUMBER	CFDA NUMBER	COSTS
1 2007-2010 Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP) – BLRPC – Sheboygan Metropolitan Area	WI061218-017-B20205SH, WI061218-017-B20500SH, WI061218-017-B20507SH  Bay-Lake Lead	20.205  Dept. of Transportation	Planning Document Only

\*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 Mike Hotz and seconded by Alice Baumgarten to support Bay-Lake Lead Executive Order No. 1. Motion carried, with all voting aye on a voice vote.

Yvonne Van Pembrook presented the following contracts for approval:

BLRPC Approval Date	Organization	County	Contract Number	Budget			Work Element	Project	Comment	Period	
				Contract Amount	Contract Reimbursement	BLRPC Match				start	end
12/15/2006	T. Wagner	Marinette	06024-06	\$ 12,000	\$ 12,000	\$ -	2300	Code of Ordinances		01/01/07	12/31/08
12/15/2006	Oneida Nation	Brown	06023-11	\$ 92,625	\$ 92,625	\$ -	2100	Hazard Mitigation Plan		12/01/06	04/30/08
12/15/2006	Sheboygan County	Sheboygan	06025-08	\$ 50,000	\$ 50,000	\$ -	2100	County Comprehensive Planning Activities		01/01/07	12/31/07
Total				\$ 142,625	\$ 142,625	\$ -					

**Moved** by Yvonne Van Pembrook and seconded by Don Markwardt to recommend approval of Contracts 06024-06 (Town of Wagner) and 06025-08 (Sheboygan County) and defer approval of Contract 06023-11 with Oneida Nation until the January meeting of the Executive Committee at which time more information will be presented but to not delay activities that would negatively impact the grant application. Motion carried, with all voting aye on a voice vote.

The budget report was reviewed by committee members.

Mark Walter presented Resolution 11-2006 to the committee for their recommendation of approval. **Moved** by Mike Hotz and seconded by Cheryl Maxwell to approve Resolution 11-2006: Resolution of the Bay-Lake Regional Planning Commission reaffirming the desire of the Commission to participate in the Economic Development District Program of EDA for CY 2007-2009 with a letter recommending an increase in funding. Motion carried, with all voting aye on a voice vote.

Committee members reviewed the *2007 Annual Budget* including the need for the Commission to begin building the capital outlay fund to purchase a vehicle which will replace the Dodge Caravan and a recommendation for a three percent cost of living adjustment (COLA) for Commission employees. Committee members discussed reasons why employees should receive a three percent COLA including the heavy work load, increase in attending night meetings and the specialized staff the Commission employs; opposition to the three percent COLA was discussed as well. **Moved** by Yvonne Van Pembrook and seconded by Cheryl Maxwell to approve the Commission's *2007 Annual Budget* as presented including the three percent cost of living adjustment; Motion carried with Alice Baumgarten, Jaime Forest, Jim Gilligan, Mary Hanrahan, Ed Kelley, Tom Kussow, Don Markwardt, Cheryl Maxwell, Flossie Meyer, Mary Meyer, Greg Minikel (for Kevin Crawford), Brian Papham, Chris Swan, Yvonne Van Pembrook, Chuck Wagner and NyiaLong Yang voting aye and Mike Hotz and Bruce Osterberg voting nay on a voice vote.

**Moved** by Mike Hotz and seconded by Mary Meyer to accept the Intergovernmental Affairs Committee Report. Motion carried, with all voting aye on a voice vote.

B. Lois Trever presented the Work Program Committee Report:

Richard Heath reviewed the Commission's *2007 Annual Budget* with committee members.

Jeff Agee-Aguayo presented Resolution 10-2006 to committee members and briefly reviewed the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2007-2010* with committee members. **Moved** by Don Markwardt to approve Resolution 10-2006 of the Bay-Lake Regional Planning Commission endorsing the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2007-2010*, endorsing the recent air quality conformity analysis conducted for the *Year 2035 SATP* (Sheboygan Area Transportation Plan) and its implementing *2007 – 2010 TIP*, and endorsing the Urban Transportation Planning Process for the Sheboygan Metropolitan Planning Area. Motion carried, with all voting aye on a voice vote.

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

VIII. Action on Resolution 10-2006 was taken under Agenda Item VI(B).

IX. Action on Resolution 11-2006 was taken under Agenda Item VI(A).

X. **Moved** by Tom Kussow and seconded by Greg Minikel to accept the bills and receipts. Motion carried, with all voting aye on a voice vote.

XI. Mark Walter recommended that the 2007 meetings of the full Commission be conducted at the Commission's new offices and no longer be held at the Days Inn City Centre. Committee members agreed that since the new facility has space to accommodate the meetings, the 2007 meetings of the full Commission be held at the Commission offices.

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

The next meeting of the Commission is February 9, 2007, at the Commission Offices

XIII. Prior to the meeting adjourning, Cheryl Maxwell thanked Commission staff for their hard work and dedication throughout the year and thanked Mark Walter for the leadership he provides. **Moved** by Lois Trever and seconded by Yvonne Van Pembroke that the Commission adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 11:20 a.m.

Respectfully submitted,

Brenda L. Rehberg  
Recording Secretary