

MINUTES
BAY-LAKE REGIONAL PLANNING COMMISSION
INTERGOVERNMENTAL AFFAIRS COMMITTEE

December 15, 2006
Days Inn, City Centre
Green Bay, Wisconsin

MEMBERS PRESENT: Alice Baumgarten, Jim Gilligan, Mary Hanrahan, Mike Hotz (for Jim Schramm), Cheryl Maxwell, Greg Minikel (for Kevin Crawford), Brian Papham, Chris Swan, Yvonne Van Pembrook and NyiaLong Yang

MEMBERS EXCUSED: Don Glynn

STAFF PRESENT: Brenda Rehberg and Mark Walter

1. Vice-Chairperson Jim Gilligan called the meeting to order at 9:34 a.m.
2. **Moved** by Cheryl Maxwell and seconded by Mary Hanrahan to approve the agenda as presented. Motion carried, with all voting aye on a voice vote.
3. **Moved** by Mary Hanrahan and seconded by NyiaLong Yang that the minutes of the November 10, 2006, Intergovernmental Affairs Committee meeting be approved as presented. Motion carried, with all voting aye on a voice vote.
4. Vice-Chairperson Jim Gilligan asked if there was any public input; none was received.
5. Yvonne Van Pembrook presented the following Executive Orders to the Intergovernmental Affairs Committee for review and recommendation of approval:

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 Chris Swan to recommend to the full Commission support of Bay-Lake Lead Executive Order No. 1. Motion carried, with all voting aye on a voice vote.

6. Mark Walter presented the following contracts to the Intergovernmental Affairs Committee 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
12/15/2006	T. Wagner	Marinette	06024-06	\$ 12,000	\$ 12,000	\$ -	2300	Code of Ordinances		01/01/07	12/31/08
12/15/2006	Onedia 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 Mike Hotz and seconded by Greg Minikel to recommend approval of Contracts 06024-06 (Town of Wagner) and 06025-08 (Sheboygan County). Motion carried with all voting aye on a voice vote.

With respect to Contract 06023-011 with Oneida Nation, Mark Walter explained that Oneida requested the Commission's assistance in preparing its Multi-Hazard Mitigation Plan. Mark Walter requested guidance from the committee on the manner in which the Commission should work with the Oneida Nation.

Chris Swan asked for clarification on the manner in which the Commission provides services. Mark Walter explained that the Commission provides services in one of two ways: for units of government, the Commission may use a portion of its levy as a match against the project; whereas, for non-profit agencies, the Commission does not provide a match for services. Because the Oneida Tribe is a non-levying unit of government, the Commission could consider them as either a unit of government or a non-profit entity; however, they do pay fees in lieu of taxes for services in Brown County. Mike Hotz explained that currently the Commission does not have anything in its bylaws for providing services to the Oneida Nation and encouraged the Executive Committee to establish policy language for future work that may be done with the Oneida Nation. Mark Walter stated that he believed that Wisconsin Statutes allow the Commission to work with tribal governments. Cheryl Maxwell requested the Commission contact Attorney Richard Lehman regarding this issue; which Mark Walter stated he would do. Chris Swan requested more information on this matter before this issue is voted on with Mike Hotz concurring. Chris Swan also stated that he would support the Commission working with the Oneida Tribe but that we need to ensure the proper process is followed. **Moved** by Chris Swan and seconded by Cheryl Maxwell to recommend deferring 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.

8. Mark Walter presented Resolution 11-2006 to committee members explaining that EDA has presented the Commission with a multi-year Section 203 Planning Grant for CYs 2007-2009 as opposed to an annual grant. **Moved** by Mike Hotz and seconded by Chris Swan to recommend approval of Resolution 11-2006, Resolution of the Bay-Lake Regional Planning Commission reaffirming the desire of the Commission to continue as an Economic Development District Program of EDA for CYs 2008 and 2009. Motion carried, with all voting aye on a voice vote.

9. Mark Walter distributed and reviewed the Commission's *2007 Annual Budget* for the committee's review and recommendation for approval to the full Commission. Mark Walter directed committee members to Table 8 of the report, Projected Expenses noting that the Commission needs to begin building the capital outlay fund to purchase a vehicle which will replace the Dodge Caravan. With respect to payroll expenses, Mark Walter is recommending a three percent cost of living adjustment (COLA) for Commission employees; Mike Hotz asked if the COLA has been approved by the Personnel Committee; Mark Walter stated that the Personnel Committee has not met to recommend approval of the COLA. Mike Hotz asked if employees will be contributing more towards their health insurance premiums in 2007; Mark Walter stated they will not.

Moved by Cheryl Maxwell and seconded by Chris Swan to recommend approval of the Commission's *2007 Annual Budget* as presented including the three percent Cost of Living Adjustment; Motion carried with Alice Baumgarten, Jim Gilligan, Mary Hanrahan, Cheryl Maxwell, Greg Minikel, Brian Papham, Chris Swan, Yvonne Van Pembroke and NyiaLong Yang voting aye and Mike Hotz voting nay.

10. **Moved** by Mary Hanrahan and seconded by Mike Hotz that the Intergovernmental Affairs Committee adjourn. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 10:38 a.m.

Respectfully submitted,

Brenda L. Rehberg
Recording Secretary