

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
FULL COMMISSION**

April 25, 2012

ROLL CALL

MEMBERS PRESENT:

ERHARD HUETTL, CHAIR
BETTYE NALL, VICE-CHAIR
GEORGE BORNEMANN, SEC.-TRES.
THOMAS HAFERMAN
VIRGINIA HEINEMANN
DONALD KRAHN
JIMMY LANDRU, Jr.
ROBERT LUSSOW
PAUL MILLAN
JERRY NELSON
RON NYE
WILBUR PETROSKEY
THOMAS RUDOLPH
JACK SORENSEN
RALPH SITZBERGER
EDMUND WAFLE
DOUG WILLIAMS
KENNETH WINTERS

MEMBERS NOT PRESENT:

FRED CAMACHO
BOB EGAN
RON JACOBSON
GLEN LICITAR
CRAIG McEWEN
PAUL SCHUMAN

STAFF PRESENT:

MICHAEL AGNEW
DENNIS LAWRENCE
BERNIE LEWIS
MATT SCHREIBER

GUESTS PRESENT:

DAVE ANDERSON, District Director
for Representative Sean Duffy

MIKE KONECNY, Auditor – Schenk

KEITH LANGENHAN, Field Services
Representative for Wisconsin
Counties Association

DONALD NELSON, Lincoln County
Board

JIM SCHUESSLER, Executive
Director, Forest Co. Economic
Development Partnership

ADAM TEGEN, City of Wisconsin
Rapids Director of Planning &
Economic Development

WILLIAM ZEITZ, Chairperson for the
Town of Pine River in Lincoln Co.

1.) CALL TO ORDER:

MR. HUETTL called the meeting to order at 11:00 A.M., in the Birch Room at the Best Western Midway Hotel & Hoffman House. Roll call was as presented on page one.

2.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE AGENDA AS MAILED:

MR. HUETTL asked if there were any additions or corrections to the Agenda as mailed. There being none, a motion was made by MR. RUDOLPH to approve the Agenda and seconded by MR. WAFLE. All were in favor.

3.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JANUARY 25, 2012 COMMISSION MEETING:

MR HUETTL asked if there were any additions or corrections to the Minutes as mailed. There being no additions or correction MS. NALL made a motion to approve the Minutes and MR. NYE seconded this motion. All were in favor.

4.) AUDIENCE COMMENT:

MR. HUETTL welcomed all the guests present and asked if they would introduce themselves and state where they were from. He then asked if they had any comments they wanted to share with the Commissioners. MR. LANGENHAN said that he wanted to inform everyone that there have been several staff changes at the Wisconsin Counties Association.

5.) BUSINESS & DISCUSSION:

5.1 Chairperson's Report:

MR. HUETTL welcomed everyone and introduced the three newly appointed Commissioners, Tom Haferman from Wood County, Jack Sorenson from Oneida County, and Kenneth Winters from Juneau County. Mr. Huettl asked everyone to introduce themselves for the benefit of the new Commissioners and then

asked the three new Commissioners to give a brief introduction of themselves.

THOMAS HAFERMAN announced that he was previously a Commissioner from Wood County and was recently reappointed to replace Maurice Mathews who resigned.

JACK SORENSEN announced that he was honored to be taking over for WILBUR PETROSKEY, who he felt did a wonderful job for the Commission and the County. He then went on to say that he has been re-elected to the Oneida County board, and presently serves on the Forestry, Land & Recreation Committee and the Planning and Development Committee.

KENNETH WINTERS announced that he lives in the Town of Armenia in Juneau County. He was previously on the Juneau County Board and is pleased to serve as Commissioner.

MR. HUETTL then presented MR. PETROSKEY with a plaque for his 15 years of service to the NCWRPC. MR. PETROSKEY said that he enjoyed working as a Commissioner and everyone was great to work with.

MR. HUETTL then congratulated MR. MILLAN, MR. BORNEMANN, and MR. SCHUMAN on their reappointments.

5.2 Executive Committee's Report:

MS. NALL reported that the Executive Committee received a strong financial report. The Committee approved a revision to the Employee Handbook. She stated that they also designated funds for 2012. The NCWRPC is preparing a regional Safe Routes to School Grant for the ten county region.

MR. SITZBERGER made a motion to approve the report and MR. NELSON seconded it. Motion carried.

5.3 Election of Officers: Chair, Vice-Chair, and Secretary-Treasurer:

MR. HUETTL turned the meeting over to MS. NALL for the election of Chairperson. MS. NALL asked three times for nominations from

the floor for Chairperson. A nomination was made to re-elect ERHARD HUETTL as Chairperson. MS. NALL asked for any other nominations. There being none, MR. BORNEMANN made a motion to approve the nomination for Chairperson. MR. RUDOLPH seconded this motion. Motion carried.

MR. HUETTL asked three times for nominations from the floor for Vice-Chairperson. A nomination was made to re-elect BETTYE NALL as Vice-Chairperson. There being no other nominations MR. MILLAN made a motion to approve this nomination, seconded by MR. RUDOLPH. Motion Carried.

Then MR. HUETTL asked three times for nominations for Secretary/Treasurer. A nomination was made to elect GEORGE BORNEMANN. There being no other nominations MR. LUSSOW made a motion to approve MR. BORNEMANN for the Secretary/Treasurer position, seconded by MR. SITZBURGER. Motion carried.

5.4 Designation of Executive Committee Members:

MR. LAWRENCE stated that since the officers elected were already on the Executive Committee, no action was necessary.

5.5 2011 Audit Report: Mike Konecny, Auditor-Schenk:

MR. HUETTL introduced MIKE KONECNY, Auditor from Schenk Business Solutions, reviewed the NCWRPC 2011 Annual Audit. Copies of the audit were provided.

MR. KONECNY began with reporting that nothing unusual was discovered related to the financial statements and practices of the NCWRPC. He then reported that the Balance Sheet indicated that total assets were \$2,091,822 and total liabilities were \$832,557, leaving net assets of \$1,259,265. Both assets and liabilities were down from the previous year due to some large grants received in 2010.

He then discussed the Income Statement. Revenues for 2011 were \$919,835, while expenses were \$913,334. Combined income and non-operating revenues equaled \$15,907.

He also reviewed several of the audit notes, including: Note A-4 stating our indirect cost allocation was 120%, Note F indicating funds held on the behalf of other entities of \$521,986, and Note G which restricts/designates funds. He reported that NCWRPC did replace various assets in 2011 including an automobile and a couple of computers.

MR. KONECNY reported that the levy charged is only 1/3 of what is allowed by the state which is much better than other RPC's in the state. He also stated that using an outside accounting firm for the financial function was good financial control. He concluded the review of the audit by saying that he found no deficiencies and found that everything was in compliance and NCWRPC was in a good financial position.

MR. BORNEMANN made a motion to accept the audit as presented. MR. WILLIAMS seconded this motion. Motion carried.

5.6 2011 Annual Report Review & Adoption:

MR. LAWRENCE reviewed the draft copy of the 2011 Annual Report. He highlighted multiple sections of the report beginning with the purpose, mission statement and organizational goals.

He reviewed both regional and local accomplishments for the year. In all over 60 major projects were completed throughout the region. Under regional efforts he noted that the WROC-Wisconsin's First Statewide Mapping Project received a "Best in State" award from the American Council of Engineering Companies of Wisconsin. Next he reviewed local projects by county. He noted that several county redistricting plans and outdoor recreation plans had been prepared, among many other types of local assistance. He also stated that the City of Mosinee and NCWRPC received a National STaR Award for the Downtown Development Plan from the American Planning Association. He also noted that the 2011 financial impact of the NCWRPC shows a return on investment where every membership dollar leverages over 2.5 dollars for our Region.

He then reviewed the North Central Wisconsin Development Corporation Annual Report, which is included in our annual report. The other sections of the report include our audited

financial statements, professional staff, and commissioners. He stated the report would be reformatted, printed and distributed within the next 60 days to county supervisors, chief-elected officials, clerks and other interested parties throughout the region, state and nation.

MR. WILLIAMS made a motion to adopt the 2011 Annual Report, and MR. SORENSON seconded this motion. Motion carried.

5.7 Resolution 2012 -: Adoption of 2012 CEDS Report:

MR. SCHREIBER presented the 2011 Comprehensive Economic Development Strategy (CEDS). He reviewed the demographics, regional economy, transportation and utilities, SWOT analysis, and the overall Regional Goals and Strategy sections of the plan. Preparation and adoption of the CEDS maintains the regions designation as an Economic Development District.

A motion was made by MS. NALL to accept the 2012 CEDS Report, and MR. SITZBERGER seconded this motion. All were in favor.

5.8 Funding Opportunities Update:

MR. AGNEW, following up on his presentation at the last meeting, described a grant from the Joyce Foundation, which involved a weatherization program and reviewed a HUD program which focused on energy. No funding ideas were provided.

5.9 County Economic Profiles:

MR. LAWRENCE informed the Commissioners that County Profiles were being developed for each member county. Drafts were included in the handouts they received. Over the next few weeks these would be completed and distributed to county economic development staff and placed on-line.

5.10 Other:

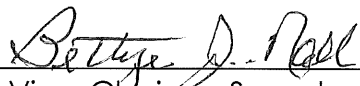
MR. HUETTL asked if there were any other items that should be discussed. There were none.

6.) ADJOURNMENT:

MR. HUETTL asked for a motion to adjourn the meeting. MR. RUDOLPH made a motion to adjourn the meeting at 12:15 p.m. MR. SORENSON seconded this motion. All were in favor. Lunch was served following the meeting.

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on 7.25.12



Chair, Vice-Chair, or Secretary-Treasurer