

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
FULL COMMISSION
November 3, 2009

ROLL CALL

MEMBERS PRESENT:

MARILYN BHEND
GEORGE BORNEMANN
TOM HAFERMAN
ERHARD HUETTL
RON JACOBSON
DONALD KRAHN
JIMMY LANDRU, Jr.
GLEN LICITAR
MAURICE MATHEWS
CRAIG McEWEN
PAUL MILLAN
BETTYE NALL
RON NYE
WILBUR PETROSKEY
THOMAS RICK
EDMUND WAFLE
THOMAS RUDOLPH
PAUL SCHUMAN
RALPH SITZBERGER
DOUG WILLIAMS

MEMBERS NOT PRESENT:

FRED CAMACHO
BOB EGAN
ROBERT LUSSOW

STAFF PRESENT:

DARRYL LANDEAU
DENNIS LAWRENCE
BERNIE LEWIS
MATTHEW SCHREIBER

GUESTS PRESENT:

KAREN GRAFF, Northern Regional
Coordinator for Senator Russ Feingold

1.) CALL TO ORDER:

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

2.) AUDIENCE COMMENT:

MR. HUETTTL welcomed Karen Graff, Northern Regional Coordinator for Senator Feingold to the meeting.

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

MR. HUETTTL asked if there were any additions or corrections to the Agenda as mailed. There being none, a motion was made to approve the Agenda as mailed by MR.MATHEWS and seconded by MS.BHEND. Motion carried.

4.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JULY 29, 2009 COMMISSION MEETING:

MR HUETTTL asked if there were any additions or corrections to the Minutes as mailed. There being none, MR. WILLIAMS made a motion to approve the Minutes and MS. NALL seconded this motion. Motion carried.

5.) BUSINESS & DISCUSSION:

5.1 CHAIRPERSON'S REPORT:

MR. HUETTTL welcomed newly appointed Commissioner JIM LANDRU, Jr. representing Forest County. He asked all Commissioners and staff to introduce themselves for his benefit.

MR. LANDRU stated that in the past he served on the Tribal Council and was a Tribal Treasurer. Presently he was elected to serve on the Forest County Board of Supervisors and serves on the Economic Development and Inter Governmental Relations Committees for Forest County.

5.2 EXECUTIVE COMMITTEE REPORT:

MS. NALL stated that the Executive Committee approved a new five year Lease for the existing office space. They also recommended approved the 2010 Budget as presented. In closed session, several personal matters were

dealt with and discussed. MS. NALL also stated that MR. HUETTL would attend the AWRPC Annual Meeting in Madison. She also stated that AWRPC was planning to have its first Regional Planning Commission Day at the Capitol.

MR. PETROSKEY made a motion to approve the Executive Committee Report and MR. McEWEN seconded this motion. Motion carried.

5.3 RESOLUTION 2009-4: 2010 ANNUAL BUDGET REVIEW & ADOPTION:

MR. LAWRENCE reviewed the 2010 Annual Budget in detail. Revenues include \$242,149 from the levy, \$128,666 from continuing EDA & DOT grants, and \$3,600 from miscellaneous sources. Project revenues are expected to be about \$390,000 for total revenues of \$764,575. The project revenue line does include \$30,000 from reserve accounts if expected projects are not secured.

The Levy amount shows a reduction of 5%, grants down about 3%, and projects revenues reflect a 20% reduction. Overall, our Revenues are expected to be down 13.5% from last year.

Expenditures include salaries of \$332,308, direct & fringe costs of \$247,000, and overhead costs of about \$142,000. Total expenditures for 2010 equal \$746,262. A fund balance of about \$18,000 is expected.

Salaries reflect a reduction of 10% due to the elimination of a vacant planner position. Fringe Costs will to increase by 6.2%; and Overhead Costs are expected to decrease by 1.1%, resulting in Total Expenditures decreasing by 2.0% from last year.

A motion to accept Resolution 2009-4: 2010 Annual Budget as presented was made by MR. BORNEMANN, and MR. KRAHN seconded this motion. Motion carried.

5.4 RESOLUTION 2009-5: DOT 2010 WORK PROGRAM REVIEW & ADOPTION:

MR. LANDEAU presented the 2010 Rural Transportation Planning Work Program. He stated that the purpose of this program is as follows:

- To support implementation of transportation and land use elements for the regional comprehensive plans;
- Assist WisDOT in highway corridor planning studies, and state interest planning activities upon request if funds are available.

- Develop regional geographic information systems database, utilize regional GIS for project mapping for transportation and land use elements;
- Provide assistance to local units of government in developing local road improvement plans; and traffic counting services to member units, as requested.
- Develop and support implementation of transportation and land use elements of local plans for counties and local units;
- Develop countywide bikeway facility/suitability plans and assist local communities and WisDOT with the Safe Routes to School Program upon request, as funds are available.
- Attend various state level transportation committee/group meetings
- Support development and distribution of quarterly regional newsletter
- Grant administration, program development, and training and professional development.
- Respond to transportation related meetings or provide local assistance, prepare quarterly progress reports and prepare reimbursement invoices.

MR. LANDEAU reviewed the Budget Summary of this program along with the breakdowns for Federal, State, and Local/RPC sums for the Total Budget of \$81,824.80. He also reviewed the Activity Schedule and the Fee Schedule.

MS. NALL made a motion to approve Resolution 2009-5: DOT 2010 Work Program Review & Adoption. MR. HAFERMAN seconded this motion. All were in favor.

5.5 WORK PROGRAM UPDATE: ECONOMIC DEVELOPMENT:

MR. SCHREIBER reported that NCWRPC collaborated with Langlade County and NTC to prepare an EDA grant. A \$1.28 million grant was awarded in August for the Wood Technology Center of Excellence. The project is expected to create more than 400 jobs and generate \$14 million in private investments. MR. SCHREIBER said that we are continuing to work on a Flood Recovery Plan for Adams and Juneau Counties.

MR. SCHREIBER also reported that the North Central Wisconsin Development Corporation currently has approximately \$154,000 in the Community Development Loan Fund and approximately \$58,000 in the Regional Revolving Loan Fund available for lending. Presently, the NCWDC has seven current loans out that have created or retained 150 full time jobs in the region.

5.6 REGIONAL BUSINESS INCUBATOR DISCUSSION:

MR. LAWRENCE presented handouts regarding Business Incubators. He stated that business incubators are business assistance programs that provide entrepreneurs with an inexpensive start-up environment and a range of administrative, consulting, and networking services. These programs may be managed by economic development agencies, local governments, businesses, or colleges and universities and serve as homes for new companies and provide low-cost space with shared equipment and fellow entrepreneurs. He stated that usually tenants stay for only two to three years and then move on to commercial space called “graduation”. Incubators help new firms create jobs.

MR. LAWRENCE said that the NCWRPC has completed preliminary work traveling to UW Stout and Chippewa Valley Technical College to look at their incubators and has met with NWRPC who has been very successful at implementing incubators in their region. He also stated that presently, there are only two incubators in our 10 county region and none are located in the northern five counties. The two Incubators are the Wausau Business Incubator and the Necedah MVP-Cap Services Incubator.

It was suggested that the Business Incubator discussion be continued at a future NCWRPC Commission Meeting.

5.7 REGIONAL BROWNFIELD INITIATIVE:

MR. SCHREIBER announced that the NCWRPC applied for a \$400,000 EDA Grant to identify Hazardous Sites and Petroleum Sites. He stated that if awarded, NCWRPC would then create a Brownfield Committee to identify and prioritize Brownfields throughout the region. MR. SCHREIBER stated that over \$350,000 of this grant would be used to complete Phases I and II assessments of sites. Once the assessment is completed, Brownfields identified in the region would be eligible for Brownfield Cleanup Grants. He stated that if funded a regional committee would be established to direct this project. MR. SCHREIBER also stated that NCWRPC communities would be eligible for a Brownfields Revolving Loan Grant to aid in the site cleanup.

5.8 STATUS OF COMPREHENSIVE PLANNING IN REGION:

MR. LAWRENCE reviewed a handout showing the status of Comprehensive Plans in the state and in our region. He stated that Comprehensive Plans are required to be in place by January 1, 2010. MR. LAWRENCE said that eight of our counties in our region will have completed plans by the end of the year with two that will finish by spring or summer. Overall, nearly 90% of counties in the state have completed or are in the process of completing plans.

5.9 OTHER:

MR. HUETTL asked guest KAREN GRAFF if she would like to make any reports at this time. MS. GRAFF praised AWRPC for hosting its first ever “Regional Planning Commission Day at the Capitol in Madison. She then passed out a handout from U.S. Senator Russ Feingold entitled “Feingold Unveils Major Bill to Slash the Deficit, Curb Wasteful Spending”. She asked the Commissioners if there were any questions or comments that she should take to the Senator to address. There was some discussion.

6.) ADJOURNMENT:

A motion was made by MR.BORNEMANN to adjourn the meeting, and MR. MILLAN seconded this motion. All were in favor.

A lunch was served following the meeting.

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on _____

Chair, Vice-Chair, or Secretary-Treasurer