

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
FULL COMMISSION
October 27, 2010

ROLL CALL

MEMBERS PRESENT:

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

STAFF PRESENT:

DARRYL LANDEAU
DENNIS LAWRENCE
BERNIE LEWIS

GUESTS PRESENT:

ERIC GIORDANO, Ph.D
Director for Wisconsin Institute for
Public Policy and Service

MEMBERS NOT PRESENT:

FRED CAMACHO
BOB EGAN
JIMMY LANDRU, Jr.
ROBERT LUSSOW
BETTYE NALL
THOMAS RICK

1.) CALL TO ORDER:

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

2.) AUDIENCE COMMENT:

MR. HUETTL asked for any comments from the audience. There was none.

3.) 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 to approve the Agenda by MR. MATHEWS and seconded by MR. MILLAN. Motion carried.

4.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JULY 28, 2010 COMMISSION MEETING:

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

5.) BUSINESS & DISCUSSION:

5.1 CHAIRPERSON'S REPORT:

MR. HUETTL reported that NCWRPC continues to be in a very good financial position and is continuing to work on many projects for the Region. He complimented MR. LAWRENCE and staff for their fine work.

5.2 EXECUTIVE COMMITTEE REPORT:

MR. HUETTL announced that MS. NALL was unable to attend today's meeting, so he asked MR. LAWRENCE to provide the Executive Committee Report.

MR. LAWRENCE reported that the Executive Committee discussed a variety of items. First he mentioned that the Association of Wisconsin Regional Planning Commissions (AWRPC) was planning to have its second Capitol Days visit early next year. He would provide more information once the event

is scheduled. The financial report was reviewed and things looked to be in good condition. There was discussion of on the need to update the NCWRPC website and the Committee authorized staff to seek some proposals to complete the update. Authorization was made for the replacement of the office vehicle if needed over the winter. The 2011 Annual Budget was reviewed in detail and the Committee recommends its adoption. Finally, the Committee approved 2011 salary, benefit and insurance changes.

MR. RUDOLPH moved to approve this report, and MR. WAFLE seconded this motion. Motion carried.

5.3 Presentation: Eric Giordano, Director, Wisconsin Institute for Public Policy & Service:

MR. GIODANO provided a brief summary of the creation and goals of the Wisconsin Institute for Public Policy & Service. He stated that his office works closely with UW Colleges, UW-Extensions, and Technical Schools to address local, state and national issues by linking public scholarship, civic outreach, and student service to enhance community life throughout Wisconsin. He also stated that there is a Sustainable Communities Forum being planned and that this might be an area to partner together.

5.4 RESOLUTION 2010-5: Adoption of 2011 DOT Work Program:

MR. LANDEAU presented the 2011 Transportation Planning Work Program and the 2011-2012 Local Road Programs Schedule of services. He mentioned that the work program is developed each year with WisDOT to document how we will utilize our annual transportation plan funding. MR. LANDEAU stated that there are six basic functions within the work program including state/regional projects, GIS support, local assistance, intergovernmental and administration. He said that the Schedule of Services relates to local roadway management planning and pavement condition rating assistance provided to aid local units in meeting state mandates, and said that members have significantly discounted rates over non-members. WisDOT requires adoption of the work program by resolution.

MR. KRAHN made a motion to adopt the 2011 DOT Work Program and MR. PETROSKEY seconded this motion. Motion carried.

5.5 RESOLUTION 2010-6: Adoption of 2011 Annual Budget:

MR. LAWRENCE reviewed in detail the 2011 Annual Budget as recommended by the Executive Committee.

First he overviewed the Revenues. There are three primary sources of revenue. The levy membership charge is expected to collect \$221,042 (down over 8% from last year), continuing EDA & DOT grants will total \$128,666 (the same as last year), and project revenue will collect at least \$435,872. About \$3,000 is expected to be collected from interest. Overall total revenues are expected to be \$788,680 (up 3%). The levy represents only 28 percent of revenues – down from 32 percent last year. Growth for the organization continues to be from project agreements, which now accounts for over 55 percent of revenues.

Next he overviewed expenditures. The largest cost is salaries which will be \$327,836 (up 1%), direct & fringe costs of \$352,991 (up about 10% - mostly as a result of health insurance), and overhead costs of about \$117,000 (down 1%). Total expenditures for 2011 equal \$736,705 (up 3%). Staff salaries and fringe account for about 81 percent of total costs.

A fund balance of about \$52,000 is expected. Overall, the budget presented is very conservative from a revenue standpoint and it is expected that additional revenues will be added over the year.

MR.BORNEMANN made a motion to approve the adoption of the 2011 Annual Budget and MR. RUDOLPH seconded this motion. Motion carried.

5.6 2011 Work Program Update:

MR. LAWRENCE highlighted sections of the 2011 NCWRPC Work Program. He stated that over 60 projects are identified on the list currently. Many of these would be completed by the end of the year and more would be added in 2011.

He provided a breakdown of 2010 spending to date from the Levy and Continuing Grants in the program areas. Nine percent is used for GIS, 12 percent is used for Land Use, 38 percent is used for Economic Development, 28 percent is used for Transportation, and the balance is used for administration & management.

The Work Program will be reviewed again in early 2011, at that time action will be taken.

5.7 Establish Strategic Planning Committee:

MR. LAWRENCE presented a variety of materials from our last strategic planning effort in 2006. These were the minutes, Preliminary NCWRPC Strategic Plan “Role in the Region” and Mission Statement. He stated that

Planning about every five years. The last effort was in 2005. At that time a committee was established. However, after a discussion it was agreed that the Commission as a whole should participate in the process. There was also some interest in adding some additional people from each county and some outside agencies to be involved in the process.

MR. LAWRENCE stated that he would put together a list of contacts by county and he would mail that out for review. We would try and secure a good cross section of people and would utilize an outside facilitator, perhaps WIPPS.

The next Commission meeting would be used as the Strategic Planning session.

5.8 OTHER:

MR. HUETTL asked if there was any other business that needs to be discussed. MR. LAWRENCE referred to the Volk Field and Hardwood Range Joint Land Use Study (JLUS) Community Planning Process staff is completing in Juneau County.

The next Commission Meeting scheduled for Wednesday, January 26, 2011.


6.) ADJOURNMENT:

A motion was made by MR. RUDOLPH to adjourn the meeting at 12:35 pm, and MR. LICITAR seconded this motion. All were in favor.

A lunch was served following the meeting.

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on 1-26-11


Chair, Vice-Chair, or Secretary-Treasurer