

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION  
FULL COMMISSION  
April 28, 2010

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**ROLL CALL**

**MEMBERS PRESENT:**

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

**MEMBERS NOT PRESENT:**

GLEN LICITAR  
ROBERT LUSSOW  
CRAIG McEWEN

**STAFF PRESENT:**

MIKE AGNEW  
ANDREW FAUST  
DENNIS LAWRENCE  
BERNIE LEWIS

**GUESTS PRESENT:**

RENE DANIELS, from  
U.S. Congressmen Dave Obey's Office  
  
MIKE KONECNY, Auditor – Schenk

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 if there were any comments from the audience. There were 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 as mailed by MR. WILLIAMS and seconded by MR. SCHUMAN. Motion carried.

4.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JANUARY 27, 2010 COMMISSION MEETING:

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

5.) BUSINESS & DISCUSSION:

5.1 CHAIRPERSON'S REPORT:

MR. HUETTL announced that the North Central Wisconsin Regional Planning Commission was awarded a 2010 Recognition Award from the Wisconsin Chapter of the American Planning Association for promoting comprehensive planning throughout the Region. He praised MR. LAWRENCE and staff for all of their efforts made to receive this award.

5.2 EXECUTIVE COMMITTEE REPORT:

MS. NALL reported that the Executive Committee reviewed the 2009 Audit which verified that the NCWRPC's financial condition is very good. MS. Nall reported that the Executive Committee reviewed the recommendations of the audit. She also stated that the Executive Committee authorized NCWRPC to update their office software. A motion was made by MR. BORNEMANN to approve this report, and MR. NYE seconded this motion. Motion carried.

5.3 ELECTION OF OFFICERS: Chair, Vice-Chair, and Secretary-Treasurer:

MR. HUETTTL turned the meeting over to MS. NALL for the election of Chairperson. MS. NALL asked for nomination for Chairperson. A nomination was made to re-elect ERHARD HUETTTL as Chairperson. No other nominations were made. MS. BHEND made a motion to close the nomination, and MR. SITZBERGER seconded this motion. Motion carried.

MR. HUETTTL asked for nomination of Vice-Chairperson. A nomination was made to re-elect MS. NALL for Vice-Chairperson. No other nominations were made. MR. NYE made a motion to close the nomination, and MR. MILLAN seconded this motion. Motion carried.

MR. HUETTTL asked for nominations of Secretary/Treasurer. A nomination was made to re-elect MAURICE MATHEWS. No other nominations were made. MR. SITZBERGER made a motion to close nominations, and MR. WILLIAMS seconded this motion. Motion carried.

MR. LAWRENCE congratulated all officers on being re-elected.

5.4 DESIGNATION OF EXECUTIVE COMMITTEE MEMBERS:

MR. LAWRENCE stated that this item was on the Agenda in case we had any changes as a result of the election. He reminded the Commission that according to our bylaws only one Commissioner from each county can be represented on the Executive Committee.

Currently, Vilas County does not have a representative on the Executive Committee. They can continue waiting until the Governor appoints the final Commissioner to decide, or the two Commissioners in place can decide which one will serve.

5.5 2009 AUDIT REPORT: Mike Konecny, Auditor-Schenk:

MR. HUETTTL introduced Mike Konecny, Auditor from Schenk. Mr. Konecny highlighted the 2009 Audit. He reported the following:

- Balance Sheet shows the Total Net Assets increased in 2009, and Liabilities increased slightly.
- Income Statement shows a decrease of Revenue due to decrease of grants, and expenses decreased. Operating Income increased significantly.
- The Cash Flow Page indicates Net Cash provided by Operating Activities of \$274,068, an increase from 2009.

- Cash and Investments are insured at various banks.
- Capital Assets show that the furniture, auto, etc are mostly depreciated.
- Net Assets as of 12/31/09 has designated \$628,035 of the total unrestricted net assets for specific purposes such as vehicle replacement, plotter replacement, copier replacement, etc.
- Schedule of Program Charges and Funding Source indicates the work completed in 2009, including all local program and projects.
- Mr. Konecny stated that the Memorandum of Advisory Comments was to report that the Internal Control Report indicates that no weakness or deficiencies were found. He also stated that in the Comments and Observations section of the Memorandum it was suggested that the mileage cost allocation to federal grants be actual cost, even if lower than the allowable federal rate. He also recommended that the Balance Sheet accruals be determined at year-end before the audit is completed and he advised the Commission to establish a formal policy for the use of the Petty Cash fund.

MR. MATHEWS made a motion to approve the auditor's report, and MR. BORNEMANN seconded this motion. Motion carried.

#### 5.6 2009 ANNUAL REPORT REVIEW AND ADOPTION:

MR. LAWRENCE presented a draft copy of the 2009 Annual Report. He explained that the report was in a new expanded format and now included Portage and Vilas Counties. Another addition was the NCWDC information and staff profiles. The report would be distributed over the summer.

MR. KRAHN made a motion to approve the 2009 Annual Report as presented, and MR. NYE seconded this motion. Motion carried.

#### 5.7 ICE AGE TRAIL UPDATE:

MR. AGNEW and MR. FAUST presented a Power Point on the status of the Ice Age National Scenic Trail to date for Lincoln and Marathon Counties. He explained the corridor planning process that NCWRPC has been involved in. Creating a route from Portage County, through the eastern section of Marathon County, including the existing trail from Hatley to the Eau Claire Dells and on to Langlade County to the existing trailhead east of Antigo has been the focus of this process.

Seeking to present a large-scale and a small-scale view of what's involved in trail planning and maintenance he looked first at a repair project undertaken on a section of existing trail in Dells of the Eau Claire County Park by the Ice Age

Trail Alliance. Because part of the trail was built by the WPA during the 1930s, an environmental assessment had to be filed to repair a stone stairway. In Langlade County two corridors were considered as a way of determining whether the optimal trail route should include a line of springs and kettle lakes, or whether the glacial geology was best interpreted by running along the terminal moraine, overlooking the Antigo Flats.

## 5.8 REGIONAL PLANNING INITIATIVES:

MR. LAWRENCE distributed a variety of draft documents covering several new Initiatives. The initiatives are focused in three areas: Economic Development, Land Use, and Transportation.

### Economic Development Initiatives

- Revised CEDS Process – Establish a new process for the 2011 Update, including establishment of a review committee, etc.
- Brownfields – Submitted an application for a Community-Wide Assessment Grant – Hazardous Substance and Petroleum Sites to develop a Brownfields assessment inventory of region.

### Land Use Initiatives

- Regional Sustainability Planning – Energy, natural resources, workforce, education, finance, transportation and infrastructure all work together to promote sustainability.
- 25x25 Plans – Develop these plans for communities at the county and local levels.

### Transportation Initiatives

- Region-wide Scenic Byways Planning – Designation scenic byway to support tourism and economic development in communities.
- Regional Bicycle and Pedestrian Facilities Planning – Assist in the development of these plans at the Regional, county, and local levels.

The information was provided as a general introduction. These will all be discussed in some detail at the next meeting.

5.9 OTHER:

MR. FAUST reported that the flights are nearly completed for the airphoto project. Only one section in southern Wisconsin remains to be completed. The product should be provided to counties within the next 12 months.

6.) ADJOURNMENT:

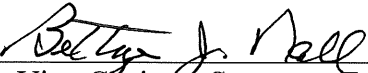
A motion was made by MR.RUDOLPH to adjourn the meeting, and MS. NALL seconded this motion. All were in favor.

A lunch was served following the meeting.

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NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on July 28<sup>th</sup>, 2010

  
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Chair, Vice-Chair, or Secretary-Treasurer