

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

**October 26, 2011**

---

**ROLL CALL**

**MEMBERS PRESENT:**

GEORGE BORNEMANN  
ERHARD HUETTL  
RON JACOBSON  
DONALD KRAHN  
JIMMY LANDRU, Jr.  
GLEN LICITAR  
ROBERT LUSSOW  
MAURICE MATHEWS  
CRAIG McEWEN  
BETTYE NALL  
JERRY NELSON  
RON NYE  
WILBUR PETROSKEY  
THOMAS RUDOLPH  
PAUL SCHUMAN  
RALPH SITZBERGER  
EDMUND WAFLE  
DOUG WILLIAMS

**STAFF PRESENT:**

DARRYL LANDEAU  
DENNIS LAWRENCE  
BERNIE LEWIS

**GUESTS PRESENT:**

KEVIN JENKINS,  
Outreach Director,  
Congressman Sean Duffy's Office

**MEMBERS NOT PRESENT:**

FRED CAMACHO  
BOB EGAN  
VIRGINIA HEINEMANN  
PAUL MILLAN

1.) CALL TO ORDER:

MR. HUETTL called the meeting to order at 11:05 A.M., in the Birch Room at the Best Western Midway Hotel & Hoffman House. Roll call was as presented on page one.

2.) AUDIENCE COMMENT:

MR. HUETTL asked for comments from the audience. Guest Kevin Jenkins, Outreach Director for Congressman Sean Duffy advised the Commissioners that Congressman Duffy is willing to meet with constituents to discuss various issues that they might have. Several Commissioners advised Mr. Jenkins that the lack of access for harvesting in the national forests was a major concern for our region.

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, MR. LUSSOW made a motion to accept the Agenda, and MR. WILLIAMS seconded this motion. Motion carried.

4.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JUNE 29, 2011 COMMISSION MEETING:

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

5.) BUSINESS & DISCUSSION:

5.1 Chairperson's Report:

MR. HUETTL announced that MAURICE MATHEWS, Commissioner from Wood County, has resigned after serving 28 years as Commissioner for NCWRPC, including many years as Secretary/Treasurer. He was presented a plaque for his outstanding service.

MR. MATHEWS took a few minutes to reflect on his long-term relationship with the NCWRPC. He reinforced his belief of the importance of the organization the counties and local units, and urged them to contact the NCWRPC for assistance in programs, since they will save money and receive good service. MR. MATHEWS also praised NCWRPC's overall management and financial situation under the leadership of DENNIS LAWRENCE.

5.2 Executive Committee's Report:

MS. NALL reported that the Executive Committee discussed a variety of items and took action on several. The NCWRPC had recently undertaken its 3 year organizational review, which is a requirement of EDA's economic development district designation. The current financial report looked good, and the 2012 work Plan was reviewed. The Committee reviewed and recommended the 2012 Budget. Finally, they approved health insurance for a part-time employee, salary adjustments, and a Grievance Policy. The new policy conforms to the provisions of Act 10 and will replace the existing policy in the Employee Handbook.

MR. PETROSKEY made a motion to approve this report, and MR. SITZBERGER seconded this motion. Motion carried.

5.3 Appoint new Secretary/Treasurer until 2012 Elections:

As a result of the resignation of MR. MATHEWS, a new Secretary Treasurer needs to be appointed to fill out the remaining term, which ends in April 2012.

MR. HUETTL asked for nominations for the Secretary/Treasurer position. GEORGE BORNEMANN was nominated for this position. There were no other nominations made.

MR. SITZBERGER made a motion to appointment MR. BORNEMANN as Secretary/Treasurer, second by MR. RUDOLPH. Motion carried.

#### 5.4 Review and Adoption of Strategic Action Plan:

MR. LAWRENCE reviewed the Strategic Action Plan that was developed building off of the Strategic Planning Session conducted in January. Three primary goals were identified and a variety of actions and benchmarks were established for each. MR. WILLIAMS, Vice Chair of the Strategic Planning Committee, stated that the Committee did a good job of identifying opportunities.

MR. LUSSOW made a motion to adopt the Strategic Action Plan, seconded by MR. BORNEMANN. Motion carried.

#### 5.5 Update on HUD Regional Planning Grant:

MR. LAWRENCE updated the Commission on the recently submitted HUD Sustainable Communities Grant. Over 500 pre-applications were submitted and less than 200 were invited to submit a final application, including the NCWRPC.

The grant would cover all ten counties on our region and including multiple partners, including Wisconsin Institute for Public Policy, North Central Workforce Development Board, and Center for Land Use Education. We proposed a five phase approach for the development a Regional Plan for Sustainable Development (RPSD), with each phase having its own definite outcome. The first phase would be an assessment, where we collect, analyze and establish base line information for transportation, economic development, housing, and land use (natural and built environments). The second phase would be scenario development, where we utilize assessment data and develop various scenarios. The third phase would utilize both the assessment and scenario information, articulate a vision based on public participation, develop strategies, and prepare the RPSD. The fourth phase would be the adoption and implementation of the plan at the regional level, with the long-term goal of each county adopting the RPSD and incorporating sustainability principles into their local plans. The final phase would be evaluation and monitoring. Public participation will continue throughout the entire planning process, including surveys, interactive websites, and meetings.

Nationwide only about 35 to 40 grants will be awarded. Announcements will be made sometime in December. MR. JENKINS stated that Congressman Duffy's office would be willing to provide a letter of support for this grant.

5.6 Resolution 2011-5: Adoption of 2012 DOT Work Program

MR. LANDEAU reviewed the 2012 Rural Transportation Planning Work Program and pointed out some of the new items listed in the program such as: provide membership technical assistance, transportation elements for local Comprehensive Plans, and the Northwood Rail Coalition. He stated that the Safe Routes to School program may be in jeopardy due to funding issues related to Federal reauthorization.

MR. WILLIAMS made a motion to approve the adoption of the 2012 DOT Work Program Resolution, and MR. KRAHN seconded this motion. Motion carried.

5.7 Resolution 2011-6: Adoption of 2012 Annual Budget

MR. LAWRENCE reviewed the Recommended 2012 Annual Budget. First he overviewed the revenue sources: the levy membership charge is expected to collect \$205,434 (reduced over 7% from last year), continuing EDA & DOT grants will total \$136,464 (up 6% from last year), and project revenue will collect about \$391,500, which includes \$30,000 in reserve funds for the update of the Regional Comprehensive Plan (down 10% from last year). About \$3,000 is expected to be collected from interest. Overall total revenues are expected to be \$736,298 (down 6.7%).

Expenditures include salaries and direct costs totaling \$358,025, fringe costs of \$256,434, and overhead costs of about \$116,000. Total expenditures for 2012 equal \$731,219 (down 1%). A fund balance/carryover of about \$5,079 is expected. He also mentioned that over the next two months and over 2012 additional funding is likely to be secured.

5.8 Other:

MR. LAWRENCE provided a copy of a Proclamation NCWRPC received from Governor Walker's Office proclaiming October 2011 as Community Planning Month. This coincides with National Planning Month. There was also a brief discussion related to distribution of meeting packets via email instead of the using the regular mail as we do now. This was seen as a possible way to reduce costs. This would be reviewed.

6.) ADJOURNMENT:

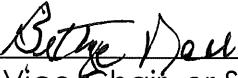
MR. HUETTL asked for a motion to adjourn the meeting. MR. RUDOLPH made a motion to adjourn the meeting at 12:05 PM, seconded by MR. LUSSOW. All were in favor.

Lunch was served following the meeting.

---

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on 1-25-2012

  
\_\_\_\_\_  
Chair, Vice-Chair, or Secretary-Treasurer