

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION  
EXECUTIVE COMMITTEE &  
NORTH CENTRAL WISCONSIN DEVELOPMENT CORPORATION  
ANNUAL MEETING  
October 25, 2023, Minutes**

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MEMBERS PRESENT

LORETTA BAUGHAN  
TED CUSHING  
ROCKY GILNER  
BETTY MANSON  
RON NYE  
DAVE LAFONTAINE  
PAUL MILLAN

STAFF PRESENT

DENNIS LAWRENCE

MEMBERS NOT PRESENT

AL HAGA, JR.  
CRAIG McEWEN

OTHERS PRESENT

1.) ROLL CALL

The meeting was called to order at 9:30 AM at the Wausau Entrepreneurial & Education Center located at 100 N. 72<sup>nd</sup> Avenue, Wausau, Wisconsin. Roll call was as presented.

2.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JULY 26, 2023, MEETING.

On the motion of MR. LAFONTAINE, second by MR. CUSHING, the minutes of the previous meeting were approved with one correction.

3.) NCWRPC DISCUSSION & BUSINESS:

3.1 Executive Director's Report

MR. LAWRENCE started with an overview of Commissioner appointments. Holly Tomlanovich has been appointed to replace Jay Verhulst, a Governor's appointment in Vilas County. In Adams County, Jami Gebert has resigned her position since she is relocating for a new job and Daniel Guild's term in Marathon County has expired. Both were Governor appointments. There is still a vacant Joint position in Vilas County. MS. MANSON reported that Commissioner Jerry Niles from Juneau County passed away late last month. He served as a Joint Appointment.

Next, he reported on two major work efforts the NCWRPC will be undertaking in the next 18 to 24 months. One is the update of the Regional Comprehensive Plan which is due in 2025 and the other is the Comprehensive Economic Development Strategy due in January of 2026. Committees will be formed for each sometime in 2024 and funds have been included in the proposed budget.

He then discussed Title VI compliance with WisDOT which requires documents be available in multiple languages to aid non-English speakers participate in the planning process. In our region both Hmong and Spanish are forms are required. This would be discussed and adopted at the Full Commission meeting.

He then provided a few office updates. The new office car was ordered but delayed because of the UAW auto worker's strike. It could be multiple months until it arrives. Our five-year office lease will end in December of 2024. He will meet with the building owner to get a proposal for review next year. Finally, he mentioned that a cybersecurity firm was retained to conduct an evaluation for the NCWRPC computer network.

### 3.2 Current Financial Report

MR. LAWRENCE distributed copies of the current financial report. The report identifies nearly \$2,300,000 in cash and deposits, and about \$95,000 in outstanding receivables, for a total of about \$2,400,000. Payables total about \$59,000, which leaves a current financial position of about \$2,342,000. At the last meeting, the financial position was \$2,362,000.

On the motion of MR. NYE, second by MR. CUSHING, the financial report was accepted. All were in favor.

### 3.3 Programs, Grants & Agreements Update

MR. LAWRENCE provided an overview of the active EDA partnership planning grant and WisDOT planning grant. He also stated that the SPRINT grant had ended and was being closed out.

Next, he discussed four EDA grants staff had been helping to prepare. Two have been awarded – one for the Lac du Flambeau Tribe for \$2.6 million and another for Northcentral Technical College for \$500,000. Two other grants are still underway. One for UW-Stevens Point to purchase forestry products testing equipment and the other for Mid-State Technical College for a new campus building in Adams County.

Finally, he mentioned that letters had been sent out to communities where their comprehensive plan is in need of update. One contract has been secured so far.

### 3.4 Budget Review & Recommendation

MR. LAWRENCE reviewed the proposed 2024 Annual Budget. The budget materials provided a breakdown of both revenues and expenditures. Also displayed are the prior year approved budget amounts for comparison.

First, he reviewed the three primary sources of Revenue. The levy membership charge is expected to collect about \$290,000, basically the same as last year. Continuing grants from EDA & DOT equal about \$152,000, down from last year; while Project revenues are expected to be about \$601,000, up from \$541,000 last year. Projects continue to make up the largest revenue source – over 55% of total revenues. Combined, revenues are anticipated at \$1,062,110 which is up about 1% from 2023.

Next, he reviewed Expenditures. Salaries and direct costs are the largest expenditure at \$572,700. Fringe costs are expected at \$394,000 and Overhead costs are expected at \$135,000. Combined, total Expenditures

equal \$1,046,156, which is about a 6% increase over last year. A positive fund balance of about \$16,000 is projected for next year. He mentioned that projects are developed year-round and additional revenues would likely be added.

On a motion by MR. LAFONTAINE, second by MR. CUSHING, the Annual Budget, as presented, was recommended by the Executive Committee for adoption by the Full Commission. Motion passed.

### 3.5 Closed Session – Staff Salaries & Compensation

A motion was made by MR. NYE, seconded by MS. BAUGHAN, for the Committee to go into Closed Session per Wisconsin Statute 19.85. All were in favor by a roll call vote.

### 3.6 Reconvene into Open Session

The Executive Committee reconvened into open session on a motion by MR. NYE, second by MR. CUSHING. All were in favor.

On a motion by MS. BAUGHAN, second by MR. CUSHING, staff salaries were approved, as recommended. Motion passed.

## 4.) NCWDC Annual Meeting:

### 4.1. Review of Outstanding Loans

MR. LAWRENCE provided a brief history of the NCWDC. He reminded them that the NCWDC was folded into the NCWRPC, and the Executive Committee now served as the oversight board for that organization. He then gave an overview of the fund and the various loans over the twenty-year history of the fund. Currently, there is only one active loan with Hometown Trolley in Forest County. That loan is current and will be paid off in November of 2024. There is also one existing judgment resulting from a default – In Touch Shipping. They are on a payment plan of \$200 per month.

### 4.2 Approve Staffing Work Agreement

MR. LAWRENCE stated that the NCWRPC has provided staffing to the NCWDC since it began. This agreement would be for next year and would be reviewed again at the next annual meeting.

On a motion by MS. MANSON, second by MR. GILNER, the NCWRPC-NCWDC Work Agreement was approved. Motion passed.

5.) ADJOURNMENT

The chairman adjourned the meeting at 10:30 A.M.

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The meeting was advertised and open to the public.

Minutes Approved on January 31, 2024:

Bon Nye