

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION  
EXECUTIVE COMMITTEE**

**Meeting Minutes**

**January 31, 2024**

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MEMBERS PRESENT

LORETTA BAUGHAN  
TED CUSHING  
ROCKY GILNER  
DAVID LAFONTAINE  
BETTY MANSON  
CRAIG MCEWEN  
PAUL MILLAN  
RON NYE

STAFF PRESENT

DENNIS LAWRENCE

MEMBERS EXCUSED

AL HAGA, JR.

OTHERS PRESENT

1.) ROLL CALL

The meeting was called to order at 9:30 A.M., and the roll call was as presented.

2.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE OCTOBER 25, 2023 MEETING.

On the motion of MR. LAFONTAINE, second by MR. NYE, the minutes of the previous meeting were approved.

3.) DISCUSSION/BUSINESS

3.1 Executive Director's Report

MR. LAWRENCE stated that there are seven Commissioner positions open or will be open soon. Two in Juneau County, three in Marathon County, one in Oneida County, and one in Vilas County. Staff will work with the Governor's Appointment Office and the various counties to get these positions filled. Next, he mentioned that the NCWRPC's annual financial audit would be conducted on February 12 and 13<sup>th</sup>. CLA will once again complete the audit and they should have the report ready for our April meeting.

He then provided an update on the upcoming AWRPC Annual Meeting which will be held June 6<sup>th</sup> and 7<sup>th</sup> in the Platteville area and hosted by Southwest Wisconsin Regional Planning Commission. Next, he mentioned that staff would be conducting a Strategic Planning session, those findings will be discussed at an upcoming meeting. Finally, he provided an overview of three grant programs. These are the Climate Pollution Reduction Grant, BIL grants, and DOA's Innovation grant.

3.2 Current Financial Report

MR. LAWRENCE referred to the Year End financial report. The report identifies about \$2,394,000 in cash and deposits, and about \$120,000 in outstanding receivables, for a total of \$2,514,937. Payables total about \$63,000, which leaves a current financial position of \$2,451,837. At the previous meeting, the financial position was \$2,341,298. Overall, the organization continues to be in a good financial position.

On the motion of MR. LAFONTAINE, second by MS. MANSON, the financial report was accepted and placed on file. All were in favor.

3.3 Programs, Grants & Agreements Update

MR. LAWRENCE reviewed the report in the meeting packet. First, he discussed the current EDA planning program underway for the region. He also provided some details on the 2024 DOT planning grant. Then

he discussed some pending EDA grants, including the Mid-State Technical College and UW-Stevens Point. There were also four FEMA grants submitted for All Hazard Mitigation Plans.

Next, he mentioned some new local work agreements for various communities. Finally, he stated that state and federal funding was being collected for the 2025 WROC air photo program.

#### 3.4 Central Wisconsin River Watershed Basin Plan

MR. LAWRENCE provided an overview of the proposal. Staff has met with the Wisconsin Department of Natural Resources and the River Alliance of Wisconsin to consider the development of a watershed basin plan in our region. NCWRPC was identified as a potential partner because of our various planning work, in particular the land use data that we have developed. This watershed basin work is aimed at developing a comprehensive management structure for all water in Wisconsin, starting with our region. Basically, we would be the pilot project for the state. Both organizations would provide staff support to the effort. DNR would potentially provide funding for this effort.

The action requested is to approve moving forward with phase one. This will involve committing some staff time to continue discussions with the DNR and the River Alliance of Wisconsin to secure funding to proceed. If funding is not secured the effort will not move forward.

On the motion of MR. NYE, second by MR. LAFONTAINE, staff were directed to move forward with phase one. All were in favor.

#### 3.5 2024 Work Program

MR. LAWRENCE referred to the information in the meeting packet. Annually the NCWRPC prepares a work program to guide work efforts over the year. The Work Program includes about 65 projects over all five of the major work areas of economic development, geographic information systems, intergovernmental cooperation, land use, and transportation. He highlighted some projects in each of the major work areas.

#### 3.6 Employee Handbook Revisions & Updates

MR. LAWRENCE provided an overview of the handbook and referred to the highlighted sections in the handout. There were a variety of small changes and updates that were identified. The main changes were adding a reference to flex time, allowing employees with 30 years of service to transfer up to an additional 80 hours to sick balance upon retirement for a total of 800 hours, and any changes to our part-time benefits cost share policy needs approval from the Executive Committee.

On the motion of MR. LAFONTAINE, second by MR. CUSHING, the Handbook revisions were approved. All were in favor.

3.7 Staff Succession Discussion

MR. LAWRENCE stated that during annual staff evaluations last fall a couple brought up the topic of retirement. One is planning to retire in two to three years. He asked the committee to review the handout that showed the position and current duties of this position. Currently we are documenting all tasks and having other staff shadow to learn and eventually take over some of those duties. There was some discussion of IT tasks and maybe these would be contracted with a third party. This topic will be discussed at a future meeting.

3.8 Announcements

MR. LAWRENCE stated that the next Executive Committee meeting will be held on April 24, 2024.

4.) ADJOURNMENT

The Executive Committee Meeting was adjourned at 10:25 A.M.

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The meeting was held at the Wausau Entrepreneurial & Education Center,  
advertised, and open to the public.

Minutes Approved on April 24, 2024

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