

# SUMMARY OF PROCEEDINGS

## STEERING COMMITTEE

COMMITTEE MEMBERS: *Martin Farrell (Chair), Jeff Nooyen (Vice-Chair), Jerry Erdmann, Dick Koeppen, David Albrecht (Perm. Alt. for Shiloh Ramos), Donna Kalata, Alice Connors, Jeremy Johnson*

**Date:** Monday, March 2, 2020

**Time:** 10:00 a.m.

**Place:** ECWRPC Offices, 400 Ahnaip Street, Menasha WI 54952

### Committee Members Present:

Martin Farrell (Chair).....Fond du Lac County  
 Jeff Nooyen (Vice Chair) ..... Outagamie County  
 Jerry Erdmann..... Shawano County  
 Alice Connors ..... Calumet County  
 Donna Kalata ..... Waushara County  
 Dick Koeppen ..... Waupaca County  
 Jim Lowey (Alt. for Jeremy Johnson (Perm. Alt. for Laure Pecore)) ..... Menominee County

### Committee Members Excused:

Dave Albrecht (Perm. Alt. for Shiloh Ramos)..... Winnebago County

### Committee Members Unexcused:

None

### Staff /Others Present:

Walt Raith.....Assistant Director  
 Pam Scheibe-Johnson.....Controller  
 Melissa Kraemer Badtke ..... Principal Transportation Planner  
 Bob Sivick, Administrator..... Waushara County  
 Jim Macy ..... Von Briesen & Roper, S.C.

## Agenda

### 1) Welcome & Introductions

Mr. Nooyen initiated the meeting. There was committee consensus to permit Chair Farrell to participate in the meeting via telephone conference call with Vice-Chair Nooyen facilitating the meeting on-site. Mr. Sivick asked the permission of the Steering Committee to remain for closed session. Ms. Kalata clarified that Mr. Sivick was replacing Mr. Strehlow on the Commission board until the position could be advertised. There was committee consensus for

Mr. Sivick to remain for closed session.

Mr. Nooyen welcomed Mr. Lowey to the meeting who was serving as an alternate for Mr. Johnson.

**2) Statement of Compliance with Wis. Stats. Sec. 19.84 Regarding Open Meetings Requirement**

Ms. Kraemer-Badtke stated that the meeting was posted in compliance with Wis. Stats. Sec. 19.84 Regarding Open Meetings Requirement.

**3) Pledge of Allegiance**

**4) Approval of Agenda**

Mr. Erdmann motioned to approve the agenda, Ms. Kalata seconded the motion. The motion passed unanimously.

**5) Public Comment**

There was no public comment.

**6) New Business/Action Items**

**a) CLOSED SESSION: The Committee will convene, if needed, into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes to consider a resignation agreement.**

Mr. Koeppen motioned to move into closed session, Mr. Lowey seconded the motion. The motion passed unanimously via roll call vote.

**b) RECONVENE INTO OPEN SESSION: The Committee will reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes to take action, if necessary, on the above matters.**

Ms. Connors made a motion to reconvene into open session. Ms. Kalata seconded the motion. Motion passed unanimously and the closed session ended at 10:58 a.m.

**i) Act on resignation agreement**

Mr. Lowey motioned to approve the resignation agreement for the Executive Director, Mr. Fowle; Ms. Connors seconded the motion. The motion passed unanimously.

**ii) Act on interim director appointment**

Mr. Koeppen motioned to act on the interim director appointment of Ms. Kraemer-Badtke, Ms. Kalata seconded the motion. The motion passed unanimously.

**iii) Discuss future recruiting process**

Mr. Nooyen initiated the discussion regarding the future recruiting process. Mr. Nooyen suggested that there should not be a search firm for a highly specialized organization like this, people are needed that know what we are looking for and know the area. Mr. Nooyen suggested that the following individuals be on the search committee: Chair Farrell, Chair of ECWRPC; Todd Romenesko, Calumet County Administrator; Bob Sivick, Waushara County Administrator; Ryan Brown, Waupaca County Planning and Zoning Director; Kara Homan, Outagamie County Director of Development and Land Services; and Becky Frisch, Marathon County Director of the County Conservation, Planning and Zoning Department.

Chair Farrell motioned to approve the recruiting process, Mr. Erdmann seconded the motion. The motion passed unanimously.

#### **7) Next Meeting Date & Agenda**

The next meeting of the Steering Committee will be scheduled for a later date to be determined. Chair Farrell and Ms. Kraemer-Badtke will follow-up with the committee members to schedule a date. Chair Farrell noted that it was more pressing to organize the committee to assist with the recruitment process and then schedule the next meeting of the Steering Committee. Ms. Kraemer-Badtke also noted the strategic plan process will need to be discussed along with program and project impacts of Mr. Fowle's departure and how that will impact projects and programs moving forward. The proposed resolutions from the previous meeting are also items to be considered for the agenda as well.

Ms. Connors also noted that there will need to be a meeting with the Nominating Committee. Mr. Raith replied that an agenda will be issued soon.

Mr. Nooyen commented regarding the proposed resolutions that it might be best to have the corporation council who is handling the negotiations for the county to contact Chair Farrell and the Interim Director regarding the revisions as time is of the essence, and Mr. Nooyen will be in contact regarding this item as well.

#### **8) Adjourn**

Mr. Koeppen motioned to adjourn, Ms. Connors seconded the motion. The motion passed unanimously.