

SUMMARY OF PROCEEDINGS STEERING COMMITTEE

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

Date: Thursday, May 7, 2020

Time: 1:00 p.m.

Place: Virtual Meeting

Committee Members Present:

Martin Farrell (Chair)	Fond du Lac County
Jeff Nooyen (Vice Chair)	Outagamie County
Tom Kautza	Shawano County
Alice Connors.....	Calumet County
Donna Kalata.....	Waushara County
Dick Koeppen.....	Waupaca County
Jeremy Johnson (Perm. Alt. for Laure Pecore)	Menominee County
Dave Albrecht (Perm. Alt. for Shiloh Ramos)	Winnebago County

Committee Members Excused:

None.

Committee Members Unexcused:

None.

Staff /Others Present:

Melissa Kraemer Badtke	Interim Executive Director
Walt Raith.....	Assistant Director
Pam Scheibe-Johnson.....	Controller

Amended Agenda

1) Welcome & Introductions

Chair Farrell called the meeting to order and welcomed attendees. Chair Farrell welcomed Mr. Kautza to the Steering Committee and congratulated him on his election to the position of Shawano County Board Chair.

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 and that it was a legal meeting.

3) Pledge of Allegiance

4) Approval of Agenda/Motion to Deviate

Mr. Nooyen motioned to approve the agenda/deviate, Ms. Kalata seconded the motion. The motion passed unanimously.

5) Public Comment

There were no members of the public present.

6) Approval of the April 16, 2020 Steering Committee Meeting Summary of Proceedings

Ms. Connors motioned to approve the summary of proceedings, Mr. Nooyen seconded the motion. The motion passed unanimously.

7) Announcements / Updates

a) Other

Ms. Kraemer Badtke provided an update of the CARES Act funding. The funding has been released. The Economic Development Administration (EDA) has been trying to set up a call with ECWRPC and was waiting for federal guidance with regards to how the notice of funding opportunity was going to move forward. There is an "All Hands on Deck Call" today at 2:00 p.m. and Mr. Baron will be on the call with the EDA Chicago Region. We received an Economic Development Administration (EDA) notice of funding opportunity for the CARES Act with the accompanying guidance on how we might assist distributing the \$1.5 billion in federal funding being made available to communities across the country to support corona virus response and economic recovery. There will likely be a webinar early next week and information will be sent out as it becomes available. Mr. Baron will be sending out an email to all of the Commissioners with regard to this information so that everyone is aware of the opportunities and if their community is interested in applying for the funding once we know what types of projects are eligible we will be happy to pass that along. Mr. Baron will be the main contact for this particular program.

Ms. Kraemer Badtke also provided an update regarding the state budget. An email was received noting that they will immediately be implementing a reduction of 5% to state operations for fiscal 2019-2020 year. We are not sure of the impact this will have on our programs in particular for the remainder of this fiscal year. It is anticipated that the state will also have a reduction in expenditures for the upcoming fiscal year. We were on a call with the Department of Transportation (DOT) and they did not know what types of impacts it would have on any federal funding. As we become informed about this, if there are any impacts we will definitely let the Steering Committee know.

Ms. Kraemer Badtke provided an update regarding staffing changes. The two transportation positions will be posted, there is an entry level planner and an associate level planner position. As part of the reorganization plan, 1 staff member was laid off and that position will not be refilled. That staff member's projects have been redistributed to staff. Ms. Hogan, GIS Assistant, has accepted a different position and submitted her letter of resignation.

8) Informational/Discussion Items:

a) County Issue Sharing/Roundtable

Items included in discussion were as follows: updates on county reorganization meeting postponements and COVID-19.

9) New Business/Action Items

a) Proposed Resolution 13-20: Approval of the Appleton (Fox Cities) Transportation Management Area (TMA) 2020-2024 Transportation Alternatives Program (TAP) Projects (*being address under the full authority of the Commission*)

Ms. Kraemer Badtke provided an overview of the resolution. East Central has been the Appleton Transportation Management Area and with that we have approximately \$750,000 to award for two projects. As mentioned, the Selection Committee had met a couple of weeks ago and selected the City of Appleton We Energies Trail at 50% federal funding, 50% local match. The City of Appleton staff did go back to their City Council and their committee and approved the project at that funding level. They initially had submitted that project at 80% federal funding and a 20% local match, but the City of Appleton Common Council did approve that 50% federal funding and 50% local match on Wednesday, April 22nd. At the last Commission meeting, East Central had approved the Regional Safe Routes to School Program for the Appleton TMA Only at 64% federal funding, 36% local funds. The reason that these projects are being asked to be addressed under the full authority of the Commission is because the Wisconsin Department of Transportation needs to know which projects are going to be approved by the Transportation Management Areas. Once those projects are approved, what we would look to do is reach out to the Town of Greenville on the State Highway 76 Underpass Project and ask if they would like that project to be considered under the statewide TAP funding program. It is anticipated that the Statewide TAP Committee will be meeting in June or July to make their selections and then awards would be given out in the fall.

Chair Farrell asked about the Selection Committee, and who is on that Selection Committee. Ms. Kraemer Badtke replied that it was made up of professional staff from various communities within the Appleton TMA: traffic engineer, City of Neenah; WisDOT reviewed the projects; Dean Steingraber, Outagamie County; and 5-6 more individuals. Ms. Kraemer Badtke added that a list can be provided to the Steering Committee as well. These were professional staff who had worked on federally funded projects in the past to better understand which projects would be successful in using the federal funds.

Mr. Nooyen motioned to approve the resolution, Mr. Johnson seconded the motion. The motioned was approved unanimously.

- b) CLOSED SESSION: The Committee will convene, if needed, into closed session pursuant to Sections 19.85(1)(e) of the Wisconsin Statutes to discuss strategy regarding ongoing negotiations with another entity so as not to compromise the Commission's bargaining position and Section 19.85(1)(c) of the Wisconsin Statutes to consider personnel matters, compensation, and hiring of a new Executive Director and Controller.**

Ms. Kalata motioned to move into closed session, Mr. Kautza seconded the motion. A roll call vote was taken to move into closed session. The motion to move into closed session at 1:35 p.m. was approved unanimously.

- c) 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.**

- i) Action from closed session discussions**

Closed session ended at 2:45 p.m. Ms. Connors motioned to approve the intergovernmental agreement with Outagamie County as was presented and discussed in closed session, Mr. Kautza seconded the motion. The motion was unanimously approved.

Mr. Nooyen motioned to approve the Controller position job description as well as the number of hours that position will be at 32 hours per week, Mr. Johnson seconded the motion. The motion passed unanimously.

10) Next Meeting Date & Agenda Items

The next meeting of the Steering Committee is to be determined at a later date.

11) Adjourn

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