

SUMMARY OF PROCEEDINGS

STEERING COMMITTEE MEETING

East Central Wisconsin Regional Planning Commission

COMMITTEE MEMBERS: *Jeff Nooyen (Chair), Alice Connors (Vice Chair), Martin Farrell, Dick Koeppen, Thomas Kautza, Donna Kalata, Jeremy Johnson, Dave Albrecht*

Place: In person at East Central Offices
Date: Wednesday, June 16, 2021
Time: 1:30 p.m.

AGENDA

1) Welcome and Introductions

Chair Nooyen called the meeting to order at 1:31 p.m. and attendees introduced themselves.

2) Roll Call

Committee Members Present:

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

Committee Members Absent:

Jeremy Johnson (Perm. Alt. for Elizabeth Moses), Excused Menominee County

ECWRPC Staff and Guests:

Melissa Kraemer Badtke Executive Director
 Erin Bonnin Administrative Coordinator
 Sara Otting Controller

A. Introduction of Alternates, Staff and Guests

There were no guests present.

3) Statement of Compliance with Wis. Stats. §19.84 regarding Open Meeting Requirements

Ms. Kraemer Badtke stated the meeting was posted in compliance with Wis. Stats. Sec. 19.84 regarding the Open Meetings requirement and that it was a legal meeting.

4) Pledge of Allegiance

5) Moment of Silent Meditation

6) Approval of the Agenda/Motion to Deviate

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

7) Public Comment

There was no public comment.

8) Approval of the May 19, 2021 Steering Committee Meeting Summary of Proceedings

Mr. Farrell motioned to approve the summary of proceedings as distributed, Mr. Koeppen seconded the motion. The motion passed unanimously.

9) Announcements and Discussion Items

A. Director's Report

Ms. Kraemer Badtke provided an overview of the Director's Report. Items included in the overview were as follows: New North award for the broadband Economic Development Administration (EDA) grant, gubernatorial appointment process updates, water quality management contract received from the DNR, mid-year review with the Department of Transportation (DOT) and Federal Highway, staff transitions, and the Wisconsin Economic Development Corporation requesting cooperation of regional planning commissions (RPCs) to develop the Wisconsin Tomorrow Main Street Bounceback Grant Program.

There was discussion regarding the process, paperwork and printing for the gubernatorial appointment resolutions, upcoming meetings regarding the gubernatorial process, and legal advisement for the process. There was discussion regarding the Wisconsin Tomorrow Main Street Bounceback Grant Program which included: funding distribution, qualifications for small buildings to receive funding, concurrence to become involved in the program, and staff capacity. There was also discussion regarding the coordination of the New North broadband access grant, development of the grant, rural broadband initiative(s), limited income housing broadband initiatives, maintaining effective collaboration during the process, and fiberoptic broadband internet.

There was committee consensus to become involved with the Wisconsin Tomorrow Main Street Bounceback Grant Program.

10) New Business/Action Items

- A. Discussion and potential action on Proposed Resolution 12-21: Adopting the 2021 Cost Allocation Plan and Certificate of Lobbying for the East Central Wisconsin Regional Planning Commission** *(being addressed under the full authority of the Commission)*

Ms. Kraemer Badtke provided an overview of the resolution. The negotiated indirect cost rate was developed with the Department of Interior, which was approved. The resolution will also adopt the cost allocation plan and certificate of lobbying to identify the rate for 2021.

Mr. Koeppen motioned to approve the resolution, Mr. Kautza seconded the motion. The motion passed unanimously.

- B. Discussion and potential action on Proposed Resolution 15-21: Adopting the 2022 Cost Allocation Plan, Indirect Cost Proposal and Certificate of Lobbying for the East Central Wisconsin Regional Planning Commission** *(being addressed under the full authority of the Commission)*

Ms. Kraemer Badtke provided an overview of the resolution. The 2022 negotiated indirect cost rate will have a fixed carryover rate, which takes the 2020 audit numbers and uses estimated 2022 budget numbers to develop the proposal for the Department of Interior. The proposed indirect cost rate for 2022 increased to 51%. The resolution allows staff to submit the proposal and cost allocation plan to the Department of Interior and work through the process. Once a confirmed rate has been received, the finalized rate will be brought back to the Steering Committee to receive and place on file.

Ms. Otting added that this could have been based off of the actual 2021 financials or the 2022 budget, it was deemed more beneficial to use the 2022 budget.

Ms. Kraemer Badtke added that the 2022 budget will be closer to actual budgets in future years versus the 2020 financials, which was an anomaly year.

Ms. Connors motioned to approve the resolution, Ms. Kalata seconded the motion. The motion passed unanimously.

- C. CLOSED SESSION: The Committee will convene, if needed, into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes to consider personnel matters and compensation.**

Mr. Kautza motioned to move into closed session, Mr. Albrecht seconded the motion. A unanimous roll call vote was taken to move into closed session. The committee convened into closed session at 2:15 p.m.

- D. 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

Ms. Kalata motioned to reconvene into open session and Mr. Albrecht seconded the motion. A roll call vote was taken to reconvene into open session. The motion passed unanimously. The committee reconvened into open session at 3:10 p.m.

There was no action taken from closed session.

11) County Roundtable Discussion (as time permits)

There was no county roundtable discussion.

12) Next Meeting

- A. Steering Committee Meeting:** *The next Steering Committee meeting will take place on Wednesday, July 21, 2021 at 1:30 p.m. Further details will be forthcoming.*
- B. Commission Meeting:** *The next Commission meeting will be held on Friday, July 30, 2021 at 10:00 a.m. An agenda and meeting materials will be forthcoming.*

13) Adjourn

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

Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.