

DRAFT 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 (excused), Dave Albrecht*

Place: Virtual Meeting
Date: Thursday, November 11, 2021
Time: 1:30 p.m.

AGENDA

1. Welcome and Introductions

Chair Nooyen called the meeting to order at 1:30 p.m.

2. Roll Call

Committee Members Present:

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

Committee Members Absent (Excused):

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

ECWRPC Staff and Guests:

Melissa Kraemer Badtke Executive Director
Sara Otting Controller
Melissa Pingel..... Waushara County, Administrator
Matt Halada Principal Planner
Lily Paul..... Associate Transportation Planner

A. Introduction of Alternates, Staff and Guests

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

Mr. Kautza motioned to approve the agenda as distributed, Mr. Farrell seconded the motion. The motion passed unanimously.

7. Public Comment

There was no public comment.

8. Approval of the Minutes of the October 29, 2021 Steering Committee Meeting Summary of Proceedings

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

9. Announcements and Discussion Items

A. Director's Report

Ms. Kraemer Badtke provided staffing updates: Leann Buboltz will be starting as our new Administrative Coordinator on Wednesday November 17, 2021. She is currently employed with the Department of Corrections and has government experience as well. Lily Paul has been assisting in the interim with administrative duties and would like to thank her for her assistance.

2022 Indirect Cost Rate: The commission staff has been working with staff from the Department of Interior to negotiate the 2022 indirect cost rate. The rate will be finalized within the next couple of weeks and will be incorporated into the 2022 Work Program and Budget.

Wisconsin Economic Development Corporation (WEDC) Update: An additional \$3 million on top of the existing \$3 million will be coming to the region for the Main Street Bounce Back Program, which will be given out as awards for small businesses. Targeted areas for outreach will be businesses in Menominee County. Staff will be setting up a meeting with Ms. Kalata and Ms. Pingel from Waushara County to reach out to businesses in this area as well. Mr. Nooyen added that these additional monies are a part of the American Rescue Plan Act of 2021 funding, which does put additional work load on current staff as we can't hire for a short-term project. The Committee would like to acknowledge staff for a job well done on getting the monies distributed.

Economic Development Administration (EDA) – Cares Act Funding extension: An email was received from the National Association of Development Organizations that stated the EDA may be willing to extend the Cares Act funding past its initial stop time of June 2022. Updates regarding a possible extension will be forthcoming.

NR 135 – Calumet County: East Central staff has had preliminary conversations with Calumet County Land Conservation Director about the possibility for the Commission to administer their NR-135 Non-Metallic Mining Program. The Commission would have the capacity to administer the program and conversations will continue with Calumet County staff to discuss this opportunity. Should the Commission administer the program, the two agencies would work together to transition the program. Additional information will be shared with the Steering Committee and Commission board as it becomes available. Ms. Connors updated the Committee sharing that Calumet County approved their staff to move forward to work with East Central through the transition details as they will no longer be implementing the program. Currently, there is an agreement to administer the NR-135 program and which will need to be updated.

NWRPC – Sheldon Johnson, Exe Director: Mr. Johnson has been working with Bay Lake Regional Planning Commission and South East Wisconsin Regional Planning Commission on a Real Estate Property Exemption. We would request them to provide a letter that would become part of that legislation record of who leases/owns their property. The proposed legislation was requested along with information about how this may impact RPCS in the future.

10. New Business/Action Items

- A. **Approval of the WisDOT Northeast Region Director Colleen Harris’s nomination for the appointment of Scott Nelson to the Transportation Committee and Commission Board.** The Commission is the Policy Board for the Appleton (Fox Cities) Transportation Management Area, ECWRPC needs to have representation for a major transit entity and the Wisconsin Department of Transportation (DOT). Scott Nelson will be replacing Jill Michaelson, as the DOT representative on the Board. A motion was made by Ms. Connors and a second by Ms. Kalata to approve Scott Nelson as the ex-officio member representing the WI DOT to the Transportation Committee and the Commission Board. Having no further discussion, motion carried unanimously.

- B. **Proposed Resolution 31-21: Amending the 2020 Unified Transportation Work Program and Budget and Requesting an Extension of the Funding Eligibility period to complete work from Calendar Year 2020 for the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations – (being addressed under the full authority of the Commission)** This extension is to extend the Northeastern Wisconsin Freight Intermodal Facility Site Study to May 31, 2022. East Central staff coordinated with Wisconsin Department of Transportation staff to discuss this extension and an extension of this project to May 31, 2022.

A motion was made by Ms. Connors and a second by Mr. Farrell to approve. Having no further discussion, motion carried unanimously.

- C. Proposed Resolution 32-21: Amending the 2021 Unified Transportation Work Program and Budget and Requesting an Extension of the Funding Eligibility period to complete work from Calendar Year 2021 for the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations - *(being addressed under the full authority of the Commission)*** In 2021, East Central hired ESI, Inc. to develop an Economic Impact of Bicycling and Walking Study for the Appleton (Fox Cities) and Oshkosh MPOs. The project will be completed by May 31, 2022 and the Commission will be requesting an extension of funding availability to complete this project. This amendment also included Equity Training, a Community Engagement Strategy and an Equity Plan and the Transportation Planning Technical Assistance Program where a consultant will be hired to assist staff in the completion of these work program deliverables. A motion was made by Mr. Farrell and second by Mr. Albrecht to approve. Having no further discussion, motion carried unanimously.
- D. Proposed Resolution 33-21: Amending the 2022 Unified Transportation Work Program and Budget to include Work Activities from the Period of Availability in calendar years 2020 and 2021 for the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations - *(being addressed under the full authority of the Commission)*** The 2022 Transportation Work Program and Budget was approved at the Quarterly Commission meeting in October, 2022. Proposed Resolution 33-21 amends in the 2020 and 2021 work activities and budgets into the 2022 Transportation Work Program and budget. Projects and program deliverables will need to be completed by May 31, 2022. Staff recommends the approval of the Proposed Resolution 31-21, Proposed Resolution 32-21 and Proposed Resolution 33-21 which will request an extension of the period of funding availability from 2020 and 2021 to the 2022 Transportation Work Program and budget. A motion was made by Ms. Connors and second by Mr. Albrecht to approve and to forward this request onto the WisDOT and FHWA for their action. Having no further discussion, motion carried unanimously.

11. Informational/Discussion Items

A. County Roundtable Discussion

Steering Committee members discussed items related to the County Budget approvals and redistricting.

12. Establish Time and Place for Next Commission Meeting

- A. Steering Committee Meeting:** *The next Steering Committee meeting will be determined at the Committee meeting.*

Mr. Nooyen stated the next Steering Committee will take place on Wednesday, December 15, 2021 at 10:00 a.m. and the meeting will be held virtually with a closed session.

B. Commission Meeting: *The next Commission meeting will be held on Friday, January 28, 2022 at 10:00 a.m. An agenda and meeting materials will be forthcoming.*

13. Adjourn

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

The meeting adjourned at 2:10 p.m.