

MEETING MINUTES
COMMUNITY FACILITIES COMMITTEE
East Central WI Regional Planning Commission

Date: Wednesday, August 23, 2022
Time: 1:00 p.m.
Place: Virtual Meeting

1. Welcome and Introductions

Chairperson Schneider called the meeting to order at 1:00 p.m.

2. Roll Call

Committee Members Present:

Brenda Schneider-Chair Fond du Lac County
Jeff Nooyen Outagamie County
James Lowey-Vice Chair Menominee County
Aaron Jenson (Perm. Alt. for Brian Smith)..... Waupaca County

Committee Members Absent (Excused):

David Albrecht (Perm. Alt. for Tom Egan) Winnebago County

ECWRPC Staff:

Melissa Kraemer Badtke..... Executive Director
Kevin Englebert Deputy Director
Wilhelmina Paustian Senior Planner
Leann Buboltz..... Administrative Coordinator

ECWRPC Guests:

Kevin Mraz Algoma Sanitary District
Lawrie Kobza..... Boardman & Clark, LLP
Jonathan Smies..... Godfrey & Kahn, S.C.
Tim Asplund..... WDNR
Gunilla Goulding..... WDNR
Alix Burk WDNR
John Neumeier City of Kaukauna
Jeff Bodoh City of Kaukauna
Steve Gohde City of Oshkosh Public Works
James Rabe..... City of Oshkosh Public Works
Justin Gierach..... City of Oshkosh
Lynn Lorenson..... City of Oshkosh
Mark Rohloff City of Oshkosh
Amy Vanden Hogen..... City of Oshkosh

3. Approval of the Agenda/Motion to Deviate - A motion was made by Mr. Lowey and second by Mr. Nooyen to approve of the agenda. Motion carried unanimously.

- 4. Public Comment** – Chair Schneider indicated that public comments are limited to 2 minutes for each individual.

Attorney Jonathan Smies – On behalf of the City of Oshkosh. Attorney Smies stated that the City of Oshkosh SSA Amendment will change the DMA status in the City of Oshkosh for the Wit development. He noted that he was in support of the Commission’s recommendation to approve the City’s request and shared that those being served are City residents and would be receiving city services (i.e. police, fire and water) so providing wastewater service would make sense.

Mr. Mark Rohloff – City of Oshkosh Manager indicated that workforce housing is important for the Economic Development in the area and that the City has been working with the Wit development for a couple of years and noted they are in favor of this request.

Attorney Lawrie Kobza – On behalf of the Algoma Sanitary District No. 1. Attorney Kobza shared that they believe that staff’s recommendation includes an error. She stated that this will not conform to the existing Sewer Service Area Plan because the project is being sized to serve areas that are within the Sanitary District DMA and are already receiving service from the Sanitary District. Ms. Kobza also stated that the full cost for the City’s interceptor project must be attributed to the Wit development.

Kevin Mraz – City of Algoma Sanitary District. He presented slides showing a map of the existing District’s sewer main along Witzel Avenue and noted that it is adequate to serve the site and is the same size diameter that is being proposed by the City, therefore it would not be a necessity to install new infrastructure along Witzel Avenue. In addition, Mr. Mraz pointed out that the sewer main extends to Westbrook Drive, not to Westhaven Drive as was incorrectly noted in the Commission staff’s memo. Mr. Mraz emphasized that the City’s DMA request is proposed to allow service to the Wit property only and not connect to any other property. A map of the proposed 72 acres that is included in the City’s broad project cost was not identified by the City. He also stated that spreading the entire project cost across the 72 acres would not be a fair representation of the monetary cost to serve the Wit development.

- 5. Approval of the Minutes of the June 8, 2022 Community Facilities Committee Meeting** - A motion was made by Mr. Nooyen and seconded by Mr. Lowey to approve as presented. Hearing of no further discussion, motion carried unanimously.

- 6. Announcements** –
A. Staff Report –None.

- 7. New Business/Action Items** – presented by Ms. Paustian – Senior Planner

- A. Re-Evaluate Track 173 – Oshkosh 2030 Sewer Service Area Amendment: Change in DMA Status: Ms. Paustian provided an overview of the amendment timeline and final evaluation. Staff conducted an evaluation of the proposed SSA Amendment with respect to the Policies and Criteria outlined in the Oshkosh SSA Plan, and NR 121, Wisconsin Administrative Code definition of a cost-effective analysis, as well as a non-monetary cost analysis which includes environmental impacts. Upon that review, ECWRPC is recommending that the Community Facilities Committee approve the City of Oshkosh’s SSA Amendment (Track 173) request.

A motion was made by Mr. Lowey and second by Mr. Nooyen to approve the proposed Track 173-Oshkosh 2030 Sewer Service Area Amendment: Change in DMA Status. Motion carried unanimously

- B. Track 174 – Fox Cities-Heart of the Valley Sewer Service Area Amendment: Acreage Swap. On July 20, 2022 the City of Kaukauna submitted an SSA Amendment application to propose removing 39.41 acres of land in the HOV SSA and add in 29.07 acres of land outside, but adjacent to the HOV SSA. Adding this area would allow for the potential to provide service to the proposed Bluestem Meadows development. Ms. Paustian noted that based on the review of the amendment application, staff determined that the proposed acreage swap follows ECWRPC’s swap amendment criteria is consistent with the Fox Cities 2030 SSA Plan. Upon review, staff recommended that the Community Facilities Committee approve the City of Kaukauna’s SSA Amendment (Track 174) request.

A motion was made by Mr. Jenson and second by Mr. Lowey to approve the proposed Track 171 SSA Amendment. Motion carried unanimously.

- C. Track 175 – Stockbridge Sewer Service Area Amendment: Acreage Swap. On behalf of the Village of Stockbridge, McMahon Associates, Inc. requested that a total of 31.10 acres be added to the SSA and 29.84 acres be removed, or swapped-out of the SSA. Ms. Paustian noted that based on the review and evaluation of this amendment application, it was determined that the proposed acreage swap in the Stockbridge SSA follows ECWRPC’s swap criteria and is consistent with the elements in the Stockbridge SSA Plan and Water Quality Management Program elements. Staff recommended that the Community Facilities Committee approve.

A motion was made by Mr. Lowey and second by Mr. Nooyen to approve the proposed Track 171 SSA Amendment. Motion carried unanimously.

8. Informational/Discussion Items

County Roundtable Discussion – None

9. Establish Time and Place for Next Commission Meeting

- A. *The next **Community Facilities Meeting** will take place Wednesday, September 14, 2022 at 10:00 a.m. Further details will be forthcoming.*

B. *The next **Quarterly Commission Meeting** will take place Friday, October 28, 2022. Further details will be forthcoming.*

10. Adjourn – A motion was made by Mr. Lowey and second by Mr. Nooyen to adjourn.
Time noted at 1:37 p.m.

Respectfully submitted
Leann Buboltz – ECWRPC Administrative Coordinator