

DRAFT
MEETING MINUTES
COMMUNITY FACILITIES COMMITTEE
East Central WI Regional Planning Commission

Date: Wednesday, March 8, 2023 - Virtual

1. Welcome and Introductions

Mr. Nooyen called the meeting to order at 10:00 a.m.

2. Roll Call

Committee Members Present:

Jeff Nooyen Outagamie County
Ken Capelle Shawano County
Aaron Jenson (Perm. Alt. for Brian Smith)..... Waupaca County

Committee Members Absent (Excused):

Brenda Schneider-Chair Fond du Lac County
David Albrecht (Perm. Alt. for Tom Egan) Winnebago County
Vacant Vacant

ECWRPC Staff:

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

Guests:

Elizabeth Marks Westwood Professional Services

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

4. Public Comment – There was no public input

5. Approval of the Minutes of the January 11, 2023 Community Facilities Committee Meeting - A motion was made by Mr. Capelle and seconded by Mr. Jenson to approve the minutes as presented. Motion carried unanimously.

6. Announcements –

A. Staff Report presented by Ms. Wilhelmina Paustian. Ms. Paustian shared with the Committee members that staff is in the process of updating the Fox Cities Sewer Service Area (SSA) Plan. She noted that informational meetings with the communities in each of the four Sewer Service Areas were held in January 2023 which included a background summary of the sewer service areas and a review of draft chapters and maps. Link available to the draft maps <https://ecwrpc.maps.arcgis.com/apps/instant/basic/index.html?appid=2b751256456c41b9b34093fa08220317>. Ms. Paustian shared a tentative timeline of Plan completion; March & April – Staff finalize chapters and maps; end April/Early May – Post Final Draft Plan for Public Comment; April – Nominating Committee – Assignments; May – Staff presents information to Committee Members regarding the Water Quality Management Planning Program and introduces

Sewer Service Area Planning; June – Public Hearing on Fox Cities SSA Plan at CFC Meeting & Resolution for Adoption; End of July – Resolution brought to Quarterly Commission; End of July/Early August - Final Plan submitted to DNR for approval. It was noted that no Committee action is needed at this time.

7. New Business/Action Items –

- A. Track 177 – Fox Cities – Fox West Sewer Service Area Amendment presented by Ms. Paustian – Senior Planner. Ms. Paustian reported that the SSA Amendment request includes two 40-acre parcels, totaling 80 acres, into the Fox Cities – Fox West SSA for a proposed expansion of the Appleton International Airport (ATW)'s Northwest Business Park, in the Village of Greenville, Outagamie County. The parcels are located within the Fox West Planning Area and adjacent to the current SSA boundary. It was noted that a more detailed review of the Environmentally Sensitive Areas (ESA) across the two parcels would be conducted during the Water Quality Management/Section 208 conformance review if the SSA Plan Amendment is approved by the WDNR. Also shared was that the wastewater generated from the proposed development would be treated by the Fox West Sewerage Commission. Ms. Paustian stated at the Fox West Sewerage Commission, indicated via email, that according to the estimated population served and type of wastewater the wastewater treatment plant would be able to treat the additional wastewater flow. Also offered was that the Village of Greenville Planning Commission review found the development plans to be consistent with the Village of Greenville 2040 Comprehensive Plan and approved the request.

Committee discussion took place regarding what the future use of the development is intended to be. Staff indicated that Economic Development Administrative funding is involved and the land development will be primarily commercial.

A motion was made by Mr. Jenson and a second by Mr. Capelle to approve Track 177 – Fox Cities – Fox West Sewer Service Area Amendment. Motion carried unanimously.

8. Informational/Discussion Items

- A. County Roundtable – Mr. Nooyen shared with the Committee members that Mr. Kevin Englebert has taken the Outagamie County Land Use & Zoning Director position. He thanked Mr. Englebert for a job well done while serving as the Deputy Director for the Commission.

9. Establish Time and Place for Next Commission Meeting

- A. *The next **Community Facilities Meeting**. Further details will be forthcoming.*
B. *The next **Quarterly Commission Meeting** will take place on Friday, April 28, 2023 at 10:00 a.m. at the Calumet County Courthouse, 206 Court Street, Chilton WI 53014 followed immediately with the Annual meeting.*

- 10. Adjourn –** A motion was made by Mr. Capelle and second by Mr. Jenson to adjourn. Time noted at 10:20 a.m.

Respectfully submitted by
Leann Buboltz – ECWRPC Administrative Coordinator