

MINUTES
SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION
QUARTERLY COMMISSION MEETING

Wednesday, December 7, 2022

3:00 p.m.

Milwaukee County Department of Transportation
10320 W. Watertown Plank Road
Wauwatosa, WI 53226

Large Conference Room, 2nd Floor

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present:

Commissioners:

Charles L. Colman, Chairman
Michael A. Crowley, Vice-Chairman
Jonathan Delagrave
Donna Brown-Martin
James T. Dwyer
Brian E. Holt
John Holloway
Dewayne Johnson
Mary Knipper
Natalia Minkel-Dumit
Robert W. Pitts
Jeffrey D. Schleif
Peggy L. Shumway
David L. Stroik
Gustav W. Wirth, Jr.

Excused:

Thomas H. Buestrin
James A. Ladwig
Marcelia Nicholson

Staff:

Benjamin R. McKay	Interim Executive Director
Elizabeth A. Larsen	Director of Administration
Christopher T. Hiebert	Chief Transportation Engineer
Ryan W. Hoel	Deputy Chief Transportation Engineer

ROLL CALL

Chairman Colman called the 281st meeting of the Commission to order at 3:04 p.m. Roll call was taken, and a quorum was declared present. Chairman Colman indicated for the record that Commissioners Buestrin, Ladwig, and Nicholson had asked to be excused.

REMARKS BY WISCONSIN DEPARTMENT OF TRANSPORTATION SECRETARY CRAIG THOMPSON

Chairman Colman introduced Wisconsin Department of Transportation (WisDOT) Secretary Craig Thompson and thanked him for attending the meeting to update the Commissioners on WisDOT programs and projects. Secretary Thompson held a brief discussion and answered questions concerning transportation issues within the Region.

OFFICIAL SEATING OF KENOSHA COUNTY COMMISSIONER JOHN HOLLOWAY

Chairman Colman introduced Mr. John Holloway as the Commission's new Kenosha County Commissioner.

Chairman Colman noted that Kenosha County Commissioner John Holloway has not yet been formally seated. He stated that Mr. Holloway was appointed by the Kenosha County Board and Governor Tony Evers to serve as a Commissioner representing Kenosha County. Chairman Colman then reviewed Mr. Holloway's biography, noting that he is currently the Town Chairman of the Town of Paris, and that he serves on several Committees including the Kenosha County Multi-Jurisdictional Land Use Advisory Committee, and the Kenosha County Land and Water Conservation Committee. He has served on a variety of Committees and Boards over the past 30 plus years. Mr. Holloway is a fifth generation farmer and holds a Bachelor of Science degree in Agricultural Business Management from UW Madison.

Mr. Pitts made a motion, seconded by Mr. Delagrave, and carried unanimously, to formally seat Mr. John Holloway as a Commissioner representing Kenosha County on the Southeastern Wisconsin Regional Planning Commission.

APPROVAL OF MINUTES OF THE SEPTEMBER 14, 2022, QUARTERLY COMMISSION MEETING

On a motion by Mr. Stroik, seconded by Mr. Schleif, and carried unanimously, the minutes of the September 14, 2022, Quarterly Commission Meeting were approved as published.

TREASURER'S REPORT

Mr. Colman called on Mr. Stroik to present the Treasurer's Report. Mr. Stroik noted that a copy of the Treasurer's Report had been provided to all Commissioners for review prior to the meeting and called attention to the following items:

1. Based upon disbursements through October 23, 2022, it is projected that total disbursements for the year will approximate \$9.03 million. Revenues are projected at about \$9.08 million, exclusive of interest income and miscellaneous revenues.
2. The Commission's Reserves Policy indicates a minimum reserve amount of \$5,170,950, with a maximum reserve amount of \$11,241,895. The audited cash and cash equivalents at end of year 2021 are \$5,744,190.
3. As of October 23, 2022, the Commission had in investments and cash on hand approximately \$6.72 million. Just over \$5.7 million is invested in the State of Wisconsin Local Government

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Pooled Investment Fund. As of October 23, 2022, that fund was yielding 2.91 percent interest. Other funds are held in savings, checking, and certificate of deposit accounts at several banks.

There being no discussion, on a motion by Mr. Dwyer, seconded by Mr. Johnson, and carried unanimously, the Treasurer's Report for the period ending October 23, 2022, was approved (copy of the Treasurer's Report is attached to the Official Minutes).

STANDING COMMITTEE REPORTS

Planning and Research Committee

Chairman Colman asked Mr. Schleif to present the Planning and Research Committee report. Mr. Schleif noted that the report had been provided to all Commissioners prior to the meeting. He noted that the Planning and Research Committee had met once since the Commission's Quarterly meeting on September 14, 2022.

On November 1, 2022, the Committee took the following actions:

1. Reviewed and acted to recommend to the Commission for adoption the following amendments to the Regional Water Quality Management Plan;
 - Amendments to the City of Port Washington and Village of Saukville sanitary sewer service areas
2. Reviewed and acted to recommend to the Commission adoption of SEWRPC Community Assistance Planning Report No. 135 (4th Edition), *A Park and Open Space Plan for Walworth County* as an amendment to the Regional Park and Open Space Plan.

There being no discussion, on a motion by Mr. Crowley, seconded by Mr. Dwyer, and carried unanimously, the Planning and Research Committee Report was approved (copy of the Planning and Research Committee Report is attached to the Official Minutes).

Administrative Committee Report

Chairman Colman asked Mr. Dwyer to present the Administrative Committee report. Mr. Dwyer noted that the report had been provided to all Commissioners prior to the meeting. He also noted that the Administrative Committee had met two times since the Quarterly Commission Meeting on September 14, 2022.

On Thursday, October 20, 2022, the Committee took the following actions:

1. Reviewed and approved disbursements for four financial periods: year 2022 Nos. 17, 18, 19, and 20, for the period August 1, 2022, to September 25, 2022.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the financial reporting period ending September 25, 2022.
3. Received a report on the 2023 Commission Health Insurance.

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On Thursday, November 17, 2022, the Committee took the following actions:

1. Reviewed and approved disbursements for two financial periods: year 2022 Nos. 21 and 22 for the period September 26, 2022, to October 23, 2022.
2. Reviewed and approved the Statement of Projected Revenues and Expenditures for the financial reporting period ending October 23, 2022.
3. Received a report on staff enrollment in the Wisconsin Department of Employee Trust Funds health insurance program for calendar year 2023.

There being no further comments or discussion, on a motion by Mr. Crowley, seconded by Ms. Minkel-Dumit, and carried unanimously, the Administrative Committee Report was approved (copy of the Administrative Committee Report is attached to the Official Minutes).

Executive Committee Report

Commission Chairman Colman, as Chairman of the Executive Committee, provided the Executive Committee report. He stated that the Executive Committee met two times since the Quarterly Commission Meeting on September 14, 2022. Chairman Colman's report on the October 20, 2022, and November 17, 2022, meetings follow:

At both meetings, the Committee:

1. Received and approved a report from the Administrative Committee relative to its meeting that day.
2. Reviewed and approved proposed contracts for planning work. One contract was approved in October, and two contracts were approved in November. The details of those contracts are attached to this report.
3. Received a report outlining progress on key planning efforts being undertaken by the Commission in 2022. The most recent progress report was attached to this report.

At the October meeting the Committee also took the following action:

1. Reviewed and approved an amendment to the 2022 Overall Work Program (OWP). This amendment revised the 2022 OWP, which involved a routine budget adjustment among the Continuing Land Use and Transportation Study (CLUTS) projects funded by the Federal Highway Administration and the Wisconsin Department of Transportation. This amendment also increased FHWA PL funds, which were released by the Green Bay MPO. These funds were added to the Chloride Impact Study.

At the November meeting the Committee also took the following action:

1. Reviewed and approved amendments to the 2021-2024 Regional Transportation Improvement Program (TIP). These amendments to the 2021-2024 TIP were necessary to advance three existing projects and four new projects, which were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Milwaukee and Racine Urbanized Areas.

2. Reviewed and approved the 2023 Overall Work Program for the Commission.
3. Authorized the Commission to enter into four grant agreements with the Wisconsin Department of Natural Resources.

There being no discussion, on a motion by Mr. Pitts, seconded by Mr. Stroik, and carried unanimously, the Executive Committee Report was approved (copy of the Executive Committee Report is attached to the Official Minutes).

REPORT ON NOMINATING COMMITTEE

Chairman Colman asked Mr. Schleif, Chairman of the Nominating Committee, to assume the Chair.

Mr. Schleif noted that the Nominating Committee, as appointed by the Commission Chairman in accordance with Commission Bylaws, consisted of Commissioners Robert Pitts of Kenosha County; Donna Brown-Martin of Milwaukee County; Thomas Buestrin of Ozaukee County; Jonathan Delagrave of Racine County; Brian Holt of Walworth County; Dewayne Johnson of Waukesha County; and himself as Chairman and representative of Washington County.

Mr. Schleif reported that the Committee met on November 17, 2022, and acted unanimously to nominate the following individuals for election to the offices indicated for a two-year term:

Chairman	Charles L. Colman
Vice-Chairman.....	James T. Dwyer
Secretary.....	Michael A. Crowley
Treasurer	David L. Stroik

There being no comments, it was moved by Mr. Pitts, seconded by Ms. Brown-Martin to approve the Nominating Committee report.

It was moved by Mr. Delagrave, seconded by Mr. Holt, and carried unanimously, to elect Mr. Colman to serve as Chairman, Mr. Dwyer to serve as Vice-Chairman, Mr. Crowley to serve as Secretary, and Mr. Stroik to serve as Treasurer, as nominated by the Nominating Committee for calendar years 2023 and 2024.

Chairman Colman then resumed the Chair and congratulated the officers on their election

CONSIDERATION OF AMENDMENTS TO THE REGIONAL WATER QUALITY MANAGEMENT PLAN

Amendments to the City of Port Washington and Village of Saukville sanitary sewer service areas (Resolution No. 2022-20)

Chairman Colman asked the Commission to consider Resolution No. 2022-20, noting the Resolution would revise the Port Washington and Saukville sanitary sewer service areas. He asked Mr. McKay to present this Resolution.

Mr. McKay stated that these amendments to the regional water quality management plan was approved by the Commission's Planning and Research Committee at the November 1, 2022, meeting. The Port Washington sewer service area, tributary to the City of Port Washington sewage treatment facility, is documented in SEWRPC Community Assistance Planning Report No. 95 (2nd Edition) and the Saukville

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sewer service area, tributary to the Village of Saukville sewage treatment facility, is documented in SEWRPC Community Assistance Planning Report No. 90.

The purpose of the amendments is to remove certain lands from the Saukville sanitary sewer service area and add those lands to the Port Washington sanitary sewer service area. The area proposed to be added to the City of Port Washington sanitary sewer service area is located within the Village of Saukville sanitary sewer service area and within the City of Port Washington municipal boundary.

The recommended amendment would add 43.9 acres to the Port Washington sanitary sewer service area. The proposed addition to the service area does not contain any environmentally significant lands. Future development in the proposed addition would consist of small residential lots based on the City's comprehensive plan.

Due to a transfer of area between the Port Washington and Saukville sewer service areas, a cost-effectiveness analysis was completed for each community. The equivalent average annual cost for the City of Port Washington to serve the subject area is more than 10 percent of the equivalent average annual cost for the Village of Saukville to serve the subject area. However, based on the location of the existing municipal boundaries, location of existing utilities and other associated infrastructure, and development timing considerations, the subject area would best be served by the Port Washington wastewater treatment plant.

Wastewater from the proposed residential development will be treated at the Port Washington wastewater treatment facility. The plant has a design capacity of 3.1 million gallons per day (mgd) on an average annual basis. The current hydraulic loading to the plant is about 1.1 mgd on an average annual basis. The estimated wastewater flow from the proposed addition to the sewer service area would be about 0.03 mgd on an average annual basis.

The amendment was the subject of a public hearings held on November 1, 2022, at the Port Washington City Hall, and on November 8, 2022, at the Saukville Village Hall. No objections at either public hearing were brought forward and the proposal was approved.

He then stated the amendments are consistent with the land use component of VISION 2050, the regional water quality management plan, and Chapter NR 121 of the Wisconsin Administrative Code governing the preparation of areawide water quality management plans.

During the presentation the following comments were made.

In response to an inquiry by Mr. Holloway, Mr. McKay responded that the cost-effectiveness analysis includes information on construction costs. The intent of the analysis is to ensure that public infrastructure is extended in an efficient manner.

In response to an inquiry by Mr. Johnson, Mr. McKay stated that a lift station is required for the subject area to be served by Port Washington, and that is considered in the cost-effectiveness analysis.

There being no further discussion, on a motion by Mr. Schleif and seconded by Ms. Natalia Minkel-Dumit, Resolution No. 2022-20 was adopted by a vote of 15 ayes and 0 nays (Copy of Resolution No. 2022-20 is attached to the Official Minutes).

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REVIEW AND CONSIDERATION OF SEWRPC COMMUNITY ASSISTANCE PLANNING REPORT NO. 135 (4TH EDITION), *A PARK AND OPEN SPACE PLAN FOR WALWORTH COUNTY* (RESOLUTION NO. 2022-21)

Chairman Colman asked the Commission to consider Resolution No. 2022-21, noting the Resolution would update the Regional Park and Open Space Plan. He asked Mr. McKay to present this Resolution.

Mr. McKay stated that the Park and Open Space Plan for Walworth County was presented at the Planning and Research Committee held on November 1, 2022, and the Committee recommended adoption of the plan by the full Commission as an amendment to the Regional Park and Open Space Plan. He then asked if there were any questions or comments regarding the Resolution.

There being no discussion, on a motion by Mr. Holt, and seconded by Mr. Dwyer, Resolution No. 2022-21 was adopted by a vote of 15 ayes and 0 nays (Copy of Resolution No. 2022-21 is attached to the Official Minutes).

CONSIDERATION AND APPROVAL OF THE 2023-2026 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (RESOLUTION NO. 2022-22)

Chairman Colman asked the Commission to consider adoption of the 2023-2026 Regional Transportation Improvement Program (TIP) and Resolution No. 2022-22, noting these materials were provided prior to this meeting. He then called upon Mr. McKay to present the projects and the resolution.

Mr. McKay presented Resolution 2022-22, which provides for Commission approval and adoption of the 2023-2026 Regional Transportation Improvement Program (TIP). He explained that the TIP is a federally required listing of all arterial highway, public transit, and other related transportation projects proposed by State and local governments to be implemented over the next four years in the seven-county Southeastern Wisconsin Region. He emphasized that all the projects included in the TIP are consistent with the Regional Transportation Plan and that both the Plan and TIP must be determined to conform to the Wisconsin Department of Natural Resources State Implementation Plan for Air Quality Management. He stated that the 2023-2026 TIP was reviewed and unanimously approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, West Bend and Round Lake Beach-Wisconsin urbanized areas.

In response to an inquiry by Mr. Johnson concerning the rate of inflation noted in Appendix D, Mr. McKay acknowledged that the inflation rate is now higher than what is stated in the document, however, the Wisconsin Department of Transportation averages the inflation rate over a period of 10 years.

There being no further questions or comments, on a motion by Mr. Dwyer, to approve Resolution No. 2022-22, seconded by Mr. Johnson, and carried by a vote of 15 ayes and 0 nays, was approved (copy of Resolution No. 2022-22 is attached to the Official Minutes).

CORRESPONDENCE/ANNOUNCEMENTS

Chairman Colman noted the 2023 meeting schedule will be e-mailed prior to the end of the year, and the December Administrative and Executive Committee meetings have been cancelled.

ADJOURNMENT

There being no further business to come before the Commission, on a motion by Mr. Stroik, seconded by Mr. Schleif, and carried unanimously, the meeting was adjourned at 4:12 p.m.

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Respectfully submitted,

Benjamin R. McKay
Interim Deputy Secretary

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