

**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**

**EXECUTIVE COMMITTEE**

Thursday, July 20, 2023

2:00 p.m.

SEWRPC Office Building  
Commissioners' Conference Room  
W239 N1812 Rockwood Drive  
Waukesha, WI 53188

Meeting Occurred in Person and Virtually via Video and Telephone Conference

Present:

Excused:

Committee Members:

Charles L. Colman, Chairman  
James T. Dwyer, Vice-Chairman  
Thomas H. Buestrin  
Michael A. Crowley  
Robert W. Pitts

Donna Brown-Martin  
Jonathan Delagrave  
David L. Stroik

Staff:

Stephanie Hacker  
Benjamin R. McKay  
Elizabeth A. Larsen  
Alina Panasiuk

Executive Director  
Deputy Director  
Director of Administration  
Accounting/HR Specialist

**ROLL CALL**

Chairman Colman called the meeting to order at 2:05 p.m. Roll call was taken, and a quorum was declared present.

**APPROVAL OF MINUTES OF MAY 18, 2023, MEETING**

Chairman Colman asked if there were any changes or additions to the May 18, 2023, meeting minutes. There were none. Chairman Colman noted for the record Commissioners Brown-Martin, Delagrave, and Stroik had asked to be excused.

On a motion by Mr. Dwyer, seconded by Mr. Crowley, and carried unanimously, the minutes of the Executive Committee meeting held on May 18, 2023, were approved as published.

**CONSIDERATION OF ADMINISTRATIVE COMMITTEE REPORT**

Chairman Colman reported that the Administrative Committee, at its meeting held just before this Executive Committee meeting, had taken the following actions.

1. Reviewed and approved disbursements for financial periods: Year 2023 Nos. 10, 11, 12, 13 and 14 from April 24, 2023, to July 2, 2023.

2. Reviewed and approved the Statement of Projected Revenue and Expenditures for the period ending July 2, 2023.
3. Discussed and considered new accounting and human resources software.
4. Selected auditor for Calendar Year 2023.

There being no questions or comments on a motion by Mr. Pitts, seconded by Mr. Crowley, and carried unanimously, the Administrative Committee report was approved.

### **CONSIDERATION OF CONTRACTS**

Chairman Colman asked Ms. Larsen to review the proposed contracts. Ms. Larsen noted that the report the Committee members received prior to the meeting listed four contracts.

There being no questions or comments on a motion by Mr. Crowley, seconded by Mr. Dwyer, and carried unanimously, the contract report was accepted, and the report was placed on file (copy of report attached to Official Minutes).

### **WORK PROGRAM REPORTS**

Chairman Colman asked Mr. McKay to review the Work Program Progress Report. Mr. McKay reviewed the report and noted that the report identifies key regional and selected community and county assistance efforts (copy of report attached to Official Minutes).

### **CONSIDERATION OF TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENTS (RESOLUTION NO. 2023-12)**

Chairman Colman asked the Commission to consider adoption of Resolution No. 2023-12, which is an amendment to the Transportation Improvement Program for Southeastern Wisconsin: 2023-2026. Mr. McKay presented Resolution 2023-12, amending the 2023-2026 Regional Transportation Improvement Program (TIP). He indicated there are changes to seven existing projects and 32 new projects to be amended into the TIP. He stated that these projects were approved by the Commission's Advisory Committees on Transportation System Planning and Programming for the Kenosha, Milwaukee, Racine, and West Bend Urbanized Areas.

There being no questions or comments, on a motion by Mr. Crowley to approve Resolution No. 2023-12, seconded by Mr. Dwyer, and carried by a vote on 5 ayes and 0 nays, Resolution No. 2023-12 was approved (copy of Resolution 2023-12 attached to Official Minutes).

### **CONSIDERATION OF AMENDMENT APPROVAL TO THE 2023 OVERALL WORK PROGRAM (RESOLUTION NO. 2023-13)**

Chairman Colman asked the Commission to consider adoption of Resolution No. 2023-13, which is an amendment to the 2023 Commission Overall Work Program (OWP). Mr. McKay stated that this amendment is a proposed revision of the 2023 OWP and is being done to add Federal Transit Administration Section 5304 funding to the 2023 work program activities. This funding will support the conduct of a Facility Assessment for Kenosha Area Transit. Mr. McKay indicated that Commission staff will not be assisting in this project.

There being no further questions or comments, on a motion by Mr. Pitts to approve Resolution No. 2023-13, seconded by Mr. Dwyer, and carried by a vote of 5 ayes and 0 nays, Resolution No. 2023-13 was approved (copy of Resolution 2023-13 attached to Official Minutes).

### **CONSIDERATION OF APPOINTMENTS TO THE ENVIRONMENTAL JUSTICE TASK FORCE**

Mr. McKay explained that there is one vacancy on the Commission's Environmental Justice Task Force and stated that there is one candidate to consider for appointment at today's meeting. He stated that the candidate nominated to fill the vacant Racine County position is Ms. GeorgAnn Stinson. Mr. McKay then provided a brief background overview of Ms. Stinson. Mr. Pitts asked if there were multiple candidates for the position. Mr. McKay responded that Commission staff contacted multiple qualified candidates, and Ms. Stinson expressed interest in serving.

There being no questions or comments on a motion by Mr. Buestrin, seconded by Mr. Crowley, and passed unanimously, Ms. GeorgAnn Stinson was appointed to the Environmental Justice Task Force.

#### **DISCUSSION ON COMMUNITY ASSISTANCE PROJECTS**

This discussion was deferred to the August Committee meeting.

#### **CORRESPONDENCE AND ANNOUNCEMENTS**

Chairman Colman noted there was no correspondence. Mr. McKay noted that he received a letter from the Ashippun Lake Management District thanking Commission staff members Justin Poinsatte Senior Specialist, Niklaus Neureuther, Specialist- Biologist, and Christopher Cieszynski, Environmental Planning Technician for their assistance with the Ashippun Lake Wake Study.

#### **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 2:27 p.m. on a motion by Mr. Crowley, seconded by Mr. Buestrin, and carried unanimously.

Respectfully submitted,

Stephanie Hacker  
Deputy Secretary

Enclosures

CLC/SHR//BRM/EAL  
#269069