

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
FULL COMMISSION
Meeting Minutes**

July 22, 2020

ROLL CALL

MEMBERS PRESENT:

REINHARDT BALCERZAK
LORETTA BAUGHAN
TED CUSHING
PAUL GILK
ROCKY GILNER
CINDY GRETZINGER
DANIEL GUILD
DAVE LaFONTAINE
HARLAND LEE
DOUGLAS MACHON
CRAIG McEWEN
PAUL MILLAN
JERRY NELSON
JERRY NILES
RONALD NYE
THOMAS RUDOLPH
JAY VERHULST
EDMUND WAFLE
CATHERINE WINEMAN

MEMBERS NOT PRESENT:

ANGELA CLOSE
ROBERT HANSON
CHARLES RAYALA, III
KENNETH WINTERS

STAFF PRESENT:

ANDY FAUST
DARRYL LANDEAU
DENNIS LAWRENCE
PAM WINKELS

GUESTS PRESENT:

WILLIAM CHANEY, Pending
Commissioner, Forest County-
County Appointee

WILLIAM CLENDENNING, Board
Member, Wood County

AMBER DANIELSKI, CLA
(CliftonLarsonAllen LLP)

DORA GORSKI, Board Member,
Lincoln County

JIM MILLER, Regional Director,
US Senator Ron Johnson

RICK PEASE, Pending Commissioner,
Adams County-Joint Appointee

GREGG WAVRUNEK, Regional
Representative, US Senator Tammy
Baldwin

1.) CALL TO ORDER:

The meeting was held via Google Meet. Since this was the first time using this format, the meeting started a little late to allow for everyone to log on.

MR. MILLAN called the meeting to order at 11:05 AM and welcomed everyone. Roll call was taken. Guests in attendance were William Chaney (Forest County), William Clendenning (Wood County), Amber Danielski (CLA), Dora Gorski (Lincoln County), Jim Miller, Rick Pease (Adams County), and Gregg Wavrunek.

2.) AUDIENCE COMMENT:

None.

3.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JANUARY 29, 2020 MEETING:

MR. MILLAN asked if there were any additions or corrections to the minutes as mailed. There being none, MR. RUDOLPH made a motion to approve the previous meeting minutes, and MR. VERHULST seconded this motion. Motion carried.

4.) BUSINESS & DISCUSSION:

4.1 Chairperson's Welcome

MR. MILLAN welcomed everyone to the meeting and expressed appreciation for those attending during these challenging times.

4.2 Executive Committee's Report

MS. BAUGHAN provided the Executive Committee's Report. The Committee was provided an update regarding the NCWRPC office slowly reopening due to COVID-19. Staff members are alternating schedules between working at home and in the office, so a limited number of staff are in the office each workday. New Commissioner appointments and those in process were reviewed. An EDA CARES Act grant was submitted that included a variety of tasks, including a regional recovery plan, health impact assessment, land use and business park survey, as well as technical assistance. The recommended levy rate and levy cap rate were discussed and will be presented later.

4.3 State & Federal Updates

JIM MILLER, Regional Director, US Senator Ron Johnson, reported on some issues the Senator is currently involved with, such as the National Defense

Authorization Act of 2021 and consumer protection regarding COVID scams. Senator Johnson did not support swapping Juneteenth with Columbus Day as an addition federal holiday costs substantial money.

GREGG WAVRUNEK, Regional Representative, US Senator Tammy Baldwin, mentioned resources being considered to assist with COVID, including the areas of childcare, education, virus testing supplies, personal protective equipment (PPE), and medical equipment on the local level. Senator Baldwin is also working with the Verso task force in response to the potential closing of Verso Paper Mill in Wisconsin Rapids.

4.4 2019 Audit Report Presentation

MR. MILLAN introduced Auditor MS. AMBER DANIELSKI from CLA (CliftonLarsonAllen LLP). MS. DANIELSKI reviewed the Financial Statements in the Annual Audit Report. The net position, operating revenues and operating expenses were mentioned. The Total Net Position in 2019 was \$1,299,670; this is a decrease of \$20,121 from 2018. The Total Cash and Investments in 2019 was \$1,687,171; this is a decrease of \$107,596 from 2018. MS. DANIELSKI explained that the Wisconsin Retirement Plan affects some figures in that data from the prior year is used, and in December of 2018 the market was falling. The total operating revenues varies year-to-year depending on programs and projects at the time of audit. She stated that the overall audit was “clean,” and no deficiencies were found.

MR. CUSHING made a motion to approve the 2019 Annual Audit Report, and MR. VERHULST seconded this motion. All were in favor. Motion carried.

4.5 EDA Disaster & CARES Act Project Update

MR. LAWRENCE reviewed the Disaster & CARES Act projects that are currently being discussed in the region. Of the dozen or so projects in various stages those with the best chance of funding will be submitted. The hope is to have two or three projects in the region awarded for this competitive grant program.

4.6 Resolution 2020-3: Title VI Plan

MR. LANDEAU stated that the Title VI Plan is updated every three years. An update is required for any DOT grant the NCWRPC may receive. The Title VI Plan document provided to Commissioners included a summary of the policy, a brief history of updates, a Notice of Nondiscrimination, and the plan components. All situations are handled on a case-by-case basis.

MR. CUSHING made a motion to approve Resolution 2020-3: Adoption of Title VI Plan, and MR. WAFLE seconded this motion. All were in favor. Motion carried.

4.7 Resolution 2020-4: Establish 2021 Membership Levy Rate

Every year the NCWRPC establishes a levy rate, along with a cap, to fund its ongoing membership services throughout the Region. MR. LAWRENCE briefly reviewed the budget process and levy rate process. The handout provided to Commissioners included the 2020 budget breakdown (revenues and expenditures), the preliminary 2021 budget, and the levy rate process and actions. The “not to exceed” rate is set in July, then the Department of Revenue Real Estate (RE) valuations are received in mid-August, and then a final rate is calculated using the RE values; this rate is less than the not to exceed rate. The goal was to provide some reduction to all members as a result of the pandemic and impacts on local budgets.

MR. VERHULST made a motion to set the “not to exceed” levy rate at the recommended rate of 0.000851%. MR. BALCERZAK seconded this motion. All were in favor. Motion carried.

4.8 Establish 2021 Levy Cap Rate for Counties

MR. LAWRENCE stated that the Executive Committee had also discussed the 2021 Levy Cap for counties and recommended it “not to exceed” the previous year cap of \$43,000. Again, the goal was to provide some small reduction.

MR. VERHULST made a motion to set the 2021 Levy Cap for counties “not to exceed” \$43,000. MR. RUDOLPH seconded this motion. Motion carried.

4.9 Other Announcements

MR. LAWRENCE stated that the next meeting is October 28, 2020. Notice will be given regarding meeting location or if the meeting will be a videoconference again.

5.) ADJOURNMENT:

MR. VERHULST made a motion to adjourn the meeting at 11:50 AM, and MR. CUSHING seconded this motion. All were in favor.

The meeting was advertised and open to the public. The meeting was held via
Videoconference/Google Meet.

Minutes Approved on October 28, 2020:
