

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE

Meeting Minutes

April 27, 2022

MEMBERS PRESENT

LORETTA BAUGHAN
ROCKY GILNER
RON NYE
CRAIG McEWEN
PAUL MILLAN
JERRY NELSON
THOMAS RUDOLPH

STAFF PRESENT

DENNIS LAWRENCE

MEMBERS EXCUSED

AL HAGA, JR.
JAY VERHULST

OTHERS PRESENT

DAVE LAFONTAINE

1.) ROLL CALL

The meeting was called to order at 9:35 A.M., and the roll call was as presented.

2.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JANUARY 26, 2022 MEETING.

On the motion of MR. RUDOLPH, second by MR. NELSON, the minutes of the previous meeting were approved.

3.) DISCUSSION/BUSINESS

3.1 Executive Director's Report

MR. LAWRENCE stated that there had been some changes with Commissioners since our last meeting. Juneau County is still waiting to appoint a new County representative while Vilas County is still pulling together names for the vacant Join seat. Chris Holman in Portage County was not reelected and has been replaced by John Pavelski the new County Executive. In Lincoln County Paul Gilk lost his seat and will be replaced. The County will provide the name soon. Finally, Tom Rudolph, who has served Oneida County for twenty years will be replaced.

Next, he mentioned WisDOT's Alternative Fuel Corridor (AFC) program. As part of the move to electric vehicles highway corridors are being identified for various alternative fueling stations. Funding is available for much of this work under the Bipartisan Infrastructure Law. NCWRPC submitted a letter to encourage the designation of highways 8, 29 and 51 to the AFC system. Other major highways have already been identified.

Finally, he mentioned that the region was honored to host the Assistant Secretary of Commerce for Economic Development Alejandra Castillo. This was one of twelve stops across the nation to examine economic development issues. The paper and forestry industry were highlighted during her visit. The event took place in Wisconsin Rapids, first with a photo op at the now closed Verso Mill and a meeting at MSTC.

3.2 Current Financial Report

MR. LAWRENCE distributed copies of the current financial report. The report identifies just over \$2,099,000 in cash and deposits, and about \$85,000 in outstanding receivables, for a total of \$2,185,214. Payables total about \$59,000, which leaves a current financial position of \$2,126,614. At the previous meeting, the financial position was \$1,927,436. Overall, the organization continues to be in a good financial position.

On the motion of MR. NYE, second by MR. McEWEN, the financial report was accepted. All were in favor.

3.3 Audit Preview

MR. LAWRENCE reviewed the audit materials included in the packet. First, he provided an overview of the audit, and the various items included this year as a single audit. Next, he discussed the Statement of Net Position, overall total assets increased as did total net position over 2020. 2021 Total Net Position was \$1,567,701. He then reviewed the Statement of Revenues and Expenses where there was a positive operating income and an overall increase in net position. 2021 Operating Income was \$107,950. The various held accounts or Fiduciary Funds were reviewed as well. In 2021, over \$500,000 were held for other organizations. He reviewed the Schedule of Programs which shows all the various grants and projects during 2021. Finally, he reviewed the Findings from the audit. A segregation of duties was made because of the size of our organization. We prepared and submitted a correction plan, basically formalizing with initials and signatures the informal process that exists. All and all a good audit. CLA would be at the Full Commission to present an overview of the audit.

3.4 Programs, Grants & Agreements Update

MR. LAWRENCE reviewed the three current EDA programs underway for the region. We are requesting extensions for both the CARES Act and SPRINT grants. Next, he discussed the Town of Saratoga grant where we just released an RFP. All the EDA ARPA grants have been submitted. This summer we should hear more about the status of these applications. He then mentioned two new comprehensive agreements, one for the Town of Stella in Oneida County and the other for the Village of Necedah in Juneau County.

Finally, he provided an update on the Main Street Bounce Back grant program. Our region was awarded another \$1 Million, and the deadline has been extended to the end of the year. To date, nearly 200 awards have been made totaling almost \$2 Million.

3.5 Staffing Update

MR. LAWRENCE provided an overview an update the hiring of the new Senior Planner. He was working with the City of Wausau and the City of River Fall prior to that. He has a master's degree in planning and is already an AICP. He looks to be a good addition to our staff.

Next, he reviewed the planner position description that was in the packet. We are planning to advertise for this position in early May. This is an

entry level position with a salary range of \$45,000 to \$55,000. Depending on salary hired at this may require action to increase other staff salaries.

3.6 Closed Session

A motion was made by MR. RUDOLPH, seconded by MR. NYE, for the Committee to go into Closed Session per Wisconsin Statute 19.85. All were in favor by a roll call vote.

3.7 Reconvene into Open Session

The Executive Committee reconvened into open session on a motion by MR. NYE, second by MR. NELSON. All were in favor.

On a motion by MR. NYE, second by MS. BAUGHAN, recommended base salary adjustments for select positions. Motion passed.

3.8 Announcements

The next meeting will occur on July 27, 2022.

4.) ADJOURNMENT

The Executive Committee Meeting was adjourned at 10:20 A.M.

The meeting was advertised and open to the public.

Minutes Approved on July 27, 2022
