

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE &
NORTH CENTRAL WISCONSIN DEVELOPMENT CORPORATION
ANNUAL MEETING
October 29, 2025, Minutes**

MEMBERS PRESENT

LORETTA BAUGHAN
TED CUSHING
ROCKY GILNER
DAVE LAFONTAINE
BETTY MANSON
PAUL MILLAN
RON NYE

STAFF PRESENT

DENNIS LAWRENCE
SAM WESSEL

MEMBERS NOT PRESENT

NONE

OTHERS PRESENT

1.) **ROLL CALL**

The meeting was called to order at 9:30 AM at the Wausau Business Incubator located at 100 N. 72nd Avenue, Wausau, Wisconsin. Roll call was as presented.

2.) **APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JULY 30, 2025, MEETING.**

On the motion of MR. LAFONTAINE, second by MR. CUSHING, the minutes of the previous meeting were approved.

3.) **NCWRPC DISCUSSION & BUSINESS:**

3.1 **Executive Director's Report**

MR. LAWRENCE welcomed Sam Wessel, our Senior Planner/Assistant Director, to the meeting. Sam will be attending all the Executive Committee meetings. Next, he provided an overview of Commissioner appointments. Currently there are four positions pending, a Governor appointment in Adams County, a Joint position in Forest County, and two positions in Vilas County.

He then discussed the WROC RFQ process to select the vendor to provide air photos and other imagery to our region and the state in the next five-year cycle. Two firms submitted proposals - Ayres and Bowman. The committee has selected Ayres and is in the process of developing the master agreement. That should be ready for signatures in January 2026.

He then provided an update on the recruitment process for the GIS Manager position. Twelve applications were submitted, five were interviewed in the first round, and two have been selected for the final round. The goal is to have someone on board in December. Finally, he discussed the funding issue related to County All Hazard Mitigation Plans. We generally prepare these plans in cooperation with our county EM Directors utilizing the BRIC (Building Resilient Infrastructure Communities) Program. That program was cancelled earlier this year, but the requirement to have a plan continues. There is a hope that a new program may be introduced, but in the meantime both Marathon and Oneida are due for a plan update, so we are moving forward to assist them using levy funding.

3.2 **Current Financial Report**

MR. LAWRENCE reviewed the current financial report. The report identifies over \$2,200,000 in deposits and investments, and about \$88,000 in outstanding receivables, for a total of about \$2,300,000. Payables total

just over \$63,000, which leaves a current financial position of about \$2,345,000. At the last meeting, the financial position was \$2,503,000.

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

3.3 Programs, Grants & Agreements Update

MR. LAWRENCE reviewed the handout. First, he overviewed the activities for the EDA partnership planning grant, including the Comprehensive Economic Development Strategy. Next, he discussed some of the WisDOT efforts, mainly highlighting the 50 local road ratings that have been completed. Finally, he mentioned a variety of grants and various agreements being developed.

3.4 Review Sick Balance Conversion

MR. LAWRENCE reviewed the worksheet showing the calculations for the conversion of sick time to a monetary value to cover health insurance for an employee retiring at the end of the year. Our employee handbook allows for up to 720 hours to be converted at the current hourly rate to determine the value available to cover health premiums. These funds are already held in our Sick Payout account. In this case a co-payment is required to extend insurance through 12-31-26. There would be no cost to the NCWRPC.

On a motion by MS. BAUGHAN, second by MR. GILNER, approved the Sick Balance Conversion as presented. Motion passed.

3.5 2026 Budget Review & Recommendation

MR. LAWRENCE referred to the budget handout in the packet. First, he reviewed the three primary sources of Revenue. The levy membership charge is expected to collect about \$272,000, a decrease from last year. Continuing grants from EDA & DOT equal about \$152,000, about the same as last year, while Project revenues are expected to be about \$709,000 up about 9% from last year. Projects continue to make up the largest revenue source - over 60% of total revenues. Combined, revenues are anticipated at \$1,158,441 which is up about 4.4% from 2025.

Next, he reviewed Expenditures. Salaries and direct costs are the largest expenditure at \$550,000. Fringe costs are expected at about \$430,000 and Overhead costs are expected at \$148,000. Combined, total Expenditures equal \$1,129,019, which is about a 3.3% increase over last year. A positive fund balance of about \$29,000 is projected for next year. He mentioned that projects are developed year-round, and additional revenues would likely be added over the year.

On a motion by MR. LAFONTAINE, second by MR. CUSHING, the budget was recommended for adoption. Motion passed.

3.6 Closed Session – Select Staff Salaries & Compensation

A motion was made by MR. CUSHING, seconded by MR. LAFONTAINE, for the Committee to go into Closed Session per Wisconsin Statute 19.85 to discuss select staff salaries. 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. CUSHING, second by MS. BAUGHAN, All were in favor.

On a motion by MR. CUSHING, second by MS. MANSON, staff salaries were approved as recommended. Motion passed.

4.) NCWDC ANNUAL MEETING:

4.1. Review of Fund Balance

MR. LAWRENCE provided a brief history of the NCWDC. He reminded them that the NCWDC governing body was folded into the NCWRPC a few years ago, so the Executive Committee now serves as the board of directors for that organization. Originally created to manage a federally funded loan program, the fund has been closed, and the USDA loan was repaid. The remaining funds are now maintained as an economic fund for NCWRPC efforts. Currently, there is about \$430,000 in the fund.

4.2 Approve Staffing Work Agreement

MR. LAWRENCE stated that the NCWRPC has provided staffing to the NCWDC since it began. The 2026 annual agreement is for \$25,000 and will be reviewed again next year.

On a motion by MR. LAFONTAINE, second by MR. GILNER, the Staffing Agreement was approved. Motion passed.

4.3 Approve Transfer of Economic Development Funds to the NCWRPC for Match to an EDA Technical Assistance grant

MR. LAWRENCE requested that \$50,000 of the Economic Development Fund be transferred to the NCWRPC for economic development planning assistance throughout the region. These funds will also be used to leverage a technical assistance grant from U.S. EDA.

On a motion by MR. LAFONTAINE, second by MR. GILNER, a transfer of \$50,000 from the NCWDC to the NCWRPC for economic development activities was approved. Motion passed.

5.) ADJOURNMENT

The chairman adjourned the meeting at 10:25 A.M.

The meeting was advertised and open to the public.
Minutes Approved on January 28, 2026:
