

**Minutes of the  
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting  
Friday, March 11, 2022 - 10:00 a.m.  
29 Pines Restaurant – Meeting Room Grand Valley One  
5872 33<sup>rd</sup> Avenue, Eau Claire, WI  
In-Person/Zoom Video/Dial-In Meeting**

**Commissioners Present:** Stan Buchanan, Louie Okey, Gary Taxdahl, Dave Eisenhuth, Don Hauser, Lee McMnamin, Joe Waichulis, Peter Kaz, Allen Krause, Diane Morehouse, Tom Quinn, Steve Rasmussen, John Frank, Connie Russell, Dane Zook, Terry Hauer, Steve Warndahl, Tracy LaBlanc, Larry Weisenbeck, Dan Hansen

**Commissioners Absent:** Judy Achterhof

**Staff Present:** Lynn Nelson, Lisa Ruth, Landon Profaizer, Tobi LeMahieu

1. **Call to Order:** The meeting was called to order at 10:03 a.m. by Chair John Frank. Roll call was taken.
2. **Welcome and Introduction of Commissioners and Guests:** No guests were present.
3. **Review and Approve Minutes of January 13, 2022 Commission Meeting:** Mr. Okey moved to accept the minutes as distributed, seconded by Mr. Rasmussen; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Waichulis to approve the disbursements as presented, seconded by Mr. Buchanan; motion carried.
5. **Contract Extensions for Business Loan Funds:** Following is a summary of each contract extension and management agreement by Fund Manager Tobi LeMahieu, the Commission took the resulting action:
  - a. ***Economic Development Administration (EDA) Loan Fund Sub-Grant Management Agreement with Regional Business Fund, Inc.*** – Motion made by Mr. Waichulis and seconded by Ms. Morehouse to approve; motion carried.
  - b. ***Technology Enterprise Fund (TEF) Loan Fund Sub-Grant Management Agreement with Regional Business Fund, Inc.*** – Motion made by Mr. Okey and seconded by Mr. Hauer to approve; motion carried.
  - c. ***Consolidated Loan Fund Management Agreement with Regional Business Fund, Inc.*** – Motion made by Mr. Rasmussen and seconded by Mr. Kaz to approve; motion carried.
  - d. ***EDA CARES Loan Fund Sub-Grant Management Agreement with Regional Business Fund, Inc.*** – Motion made by Mr. Krause and seconded by Mr. Kaz to approve; motion carried.
6. **Resolution 2022-02 Certifying Economic Development Administration (EDA) CARES ACT Recovery Assistance Revolving Loan Fund Plan:** Ms. LeMahieu explained that this is a yearly submittal to EDA certifying that the CARES ACT Recovery Assistance revolving loan fund plans, policies, and procedures are consistent with and supportive of the region and its economy. It was prepared based on the impact of COVID-19 on small businesses. Mr. Buchanan moved to approve the resolution, seconded by Mr. Weisenbeck; motion carried.
7. **WCWRPC Appointment to the Regional Business Fund, Inc. (RBF) Board of Directors:** An appointment to the RBF, Inc. Board of Directors is made every three years by the WCWRPC. The

current term is expiring and WCWRPC needs to make a new appointment/reappointment. At the February 10, 2022 Executive Committee meeting, it was recommended to reappoint Dan Lytle to the RBF, Inc. Board of Directors. Mr. Rasmussen moved to approve the recommendation of Dan Lytle to the RBF, Inc. Board of Directors, seconded by Mr. McMenamain; motion carried.

8. **Annual Levy for 2023 Calendar Year:** Executive Director Lynn Nelson presented options for discussion of the annual levy amounts to be charged to member counties for the 2023 calendar year. After much discussion, Mr. Rasmussen moved to approve Option #1 (2% increase from 2022 levy fees), seconded by Mr. Hauser; roll call vote taken – 18 ayes, 2 nays; motion carried.

## **BREAK**

9. **Increase in Commissioner Per Diems from \$60/Meeting to \$75/Meeting Effective May 2022:** After reviewing what other counties and Regional Planning Commissions pay for per diems, Mr. Okey moved to approve the increase of the Commission per diem from \$60/meeting to \$75/meeting effective upon appointment new Commissioners in May of 2022, seconded by Mr. Waichulis; roll call vote taken – 12 ayes, 7 nays, 1 abstain; motion carried.
10. **Village of New Auburn Zoning Ordinance and Zoning Map Update Agreement:** The Village is requesting assistance in updating its zoning ordinance and zoning map. This work will be performed in coordination with the community's comprehensive plan update which WCWRPC is currently working on. Motion by Mr. Rasmussen to approve the agreement; seconded by Mr. McMenamain; motion carried.
11. **City of Chippewa Falls Comprehensive Plan Update Agreement:** The City is requesting assistance in updating its Comprehensive plan which was last updated in 2012. Motion by Ms. Russell to approve the agreement, seconded by Ms. Morehouse; motion carried.
12. **Polk County Transit Feasibility Study Agreement:** The County is requesting assistance in preparation of a countywide transit feasibility study. The purpose is to investigate the demand for public transit and develop proposals, identify funding sources, and investigate implementation solutions. Mr. Okey moved to approve the agreement, seconded by Mr. Hauer; motion carried.
13. **Polk County Bicycle and Pedestrian Plan Agreement:** The County is requesting assistance in preparing a countywide bicycle and pedestrian plan. The plan will be developed in coordination with other plans that are already in place and guided by a Study Advisory Committee. Motion made by Mr. Waichulis to approve the agreement, seconded by Mr. Krause; motion carried.
14. **Dunn County Housing Study Agreement:** WCWRPC secured Community Development Block Grant funds to complete a housing study in Dunn County. The County is now requesting assistance with preparation of the study, which will include all of Dunn County and detailed studies for the City of Menomonie and Village of Boyceville. A motion was made by Mr. Rasmussen to approve the agreement, seconded by Ms. Morehouse; motion carried.
15. **Director's Report:** Ms. Nelson explained the scenario following the April elections, which includes delaying the May meeting for two weeks to accommodate appointments to the Commission. She also highlighted project, budget, and staffing activities.
16. **Next Executive Committee Meeting Date:** The next Executive Committee will be immediately following today's Commission meeting.

17. **Next Commission Meeting Date:** The next Commission meeting is Thursday, May 26, 2022 – location to be determined. Chair Frank thanked the members of the Commission for their dedication and support.
18. **Adjournment:** Motion was made by Mr. Waichulis, seconded by Mr. Krause to adjourn; motion carried. Meeting adjourned at 11:50 a.m.

Prepared by: Lisa K. Ruth