

**Minutes of
West Central Wisconsin Regional Planning Commission
10:00 a.m., Thursday, November 12, 2015
Community Services Building, Menomonie, WI**

Commissioners Present: Jess Miller, Ken Jost, Travis Turner, Lee McIlquham, Florian Skwierczynski, Mike Goettl, Chuck Rueth, Norman Wesenberg, Joe Waichulis, Richard Creaser, Steve Rasmussen, Robert Walter, Kathy Clark, Gordy Steinhauer, John Frank, William Johnson, Craig Moriak, Warren Nelson, Agnes Ring, Larry Weisenbeck

Commissioners Absent: Travis Schachtner

Staff Present: Lynn Nelson, Lisa Ruth, Tobi LeMahieu

Visitors Present: Gene Smith, Dunn County Administrator; Bob Colson, Dunn County Planner; Chris Zeman, Senator Ron Johnson's Office

1. **Call to Order:** Chairperson Miller called the meeting to order at 10:00 a.m.
2. **Welcome and Introductions:** Mr. Smith welcomed Commissioners to Dunn County. He gave a brief background of why Dunn County repurposed the Community Services Building and also mentioned some of the ways that Dunn County and WCWRPC have been working together recently. Mr. Zeman introduced himself and said he was the new northwestern Regional Director for the area and he would be available for any comments or questions from Commissioners after the meeting.
3. **Minutes of September 10, 2015 Commission Meeting:** Mr. Turner moved to accept the minutes as distributed; seconded by Mr. Waichulis; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Rasmussen to approve the disbursements, seconded by Mr. Walter; motion carried.
5. **City of Greenwood DNR Clean Water Fund Program Administrative Assistance Agreement:** Ms. Nelson stated that the City is requesting WCWRPC staffing assistance for administration of the project. Mr. Rueth moved to approve the agreement, seconded by Mr. Turner; motion carried.
6. **St. Croix Valley Business Incubator Administrative Assistance Agreement:** Ms. Nelson stated that since funding has been secured from the Economic Development Administration for the business incubator, the City of River Falls is requesting administrative assistance for the construction phase of the facility. She further mentioned that Ms. LeMahieu will be meeting in Chicago with EDA regarding the project. Mr. Turner moved to approve the agreement, seconded by Ms. Ring; motion carried.
7. **Approval of Draft 2016 Budget:** Ms. Nelson noted that the draft budget had been approved in September with the understanding that more concrete numbers were still being collected and would be presented in November. Changes from the September document include updated health insurance costs under the Wisconsin State system (resulting in a reduction in health insurance costs), the addition of a new planning staff position (if workloads warrant the staffing increase), an increase in travel/training/conferences, and an increase in postage/printing for the Annual Report and two newsletters. After some discussion, Ms. Clark moved to approve budget changes, seconded by Mr. Johnson; motion carried.
8. **Discussion/Approval of 2016 EDA Affirmative Action Program & Progress Report:** Ms. Nelson explained that this action program and progress report is required as per Title VI regulations and is a requirement of the Economic Development Administration. A motion was made by Mr. Johnson to approve the action program and progress report, seconded by Mr. Waichulis; motion carried.
9. **Discussion/Approval of 2015 EDA Comprehensive Economic Development Strategy (CEDS) Document:** Ms. LeMahieu provided a Power Point Presentation that highlighted various aspects of the CEDS. She mentioned that this document is updated every five years per EDA requirements. She asked Commissioners to review the CEDS for content. Suggestions were made regarding clarification of methodology, sources, and comparisons. Overall, Commissioners were very enthused about the new

format and the abundance of information provided. Mr. Steinhauer moved to approve the CEDS and endorse the resolution, seconded by Mr. Rueth; motion carried.

10. **Director's Report:** Ms. Nelson updated Commissioners on project, budget, and staffing activities. She reminded Commissioners that there will be a tour of the Community Services building prior to lunch.
11. **Next Executive Committee Meeting Date:** A date for the next meeting has not been established.
12. **Next Commission Meeting Date:** The next Commission meeting will be January 14, 2016 in Chippewa County.
13. **Adjournment:** Mr. Waichulis made a motion to adjourn the meeting, seconded by Mr. Goettl; motion carried. The meeting adjourned at 11:35 a.m.

Prepared by: Lisa K. Ruth