

**Minutes of the
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting
Thursday, November 8, 2018 - 10:00 a.m.
Brothers Restaurant, Turtle Lake, WI**

Commissioners Present: Stan Buchanan, Louie Okey, Gary Taxdahl, Dave Eisenhuth, Glen Sikorski, Peter Kaz, Joe Waichulis, Tom Quinn, Steve Rasmussen, John Frank, Connie Russell, Melissa Janssen, Joe Demulling, William Johnson, Tracy LaBlanc, Larry Weisenbeck, Dan Hansen
Commissioners Absent: Steve Gerrish, Allen Krause, Diane Morehouse, Judy Achterhof
Staff Present: Lynn Nelson, Lisa Ruth, Tobi LeMahieu, Landon Profaizer, Susan Badtke
Visitors Present: MaryAnn Lippert, Governor's Northern Office

1. **Call to Order:** The meeting was called to order at 10:00 a.m. by Chair John Frank.
2. **Welcome and Introduction of Commissioners and Guests:** Commissioners, staff, and guests introduced themselves.
3. **Welcome and Introduction of New Staff Member Susan Badtke:** Ms. Badtke introduced herself and gave a brief background on her education and past employment.

At this time, Mr. Johnson welcomed Commissioners to Polk County and gave an update on current issues and activities.
4. **Review and Approve Minutes of September 13, 2018 Commission Meeting:** Mr. Okey moved to accept the minutes as distributed, seconded by Mr. Taxdahl; motion carried.
5. **Review and Approve Disbursements:** A motion was made by Mr. Rasmussen to approve the disbursements, seconded by Mr. Kaz; motion carried.
6. **Resolution Adopting the 2018 Comprehensive Economic Development Strategy (CEDS) Annual Report:** Mr. Profaizer gave a presentation on highlights/changes/additions to the annual report. He noted the report summarizes completed activities for 2018 and considers what economic changes are occurring in the region. It was explained that the update of this report is a requirement to receiving planning grant funds from the Economic Development Administration (EDA). A couple of suggestions and corrections were noted. Ms. LaBlanc moved to approve the annual report and resolution as presented; seconded by Mr. Kaz; motion carried.
7. **Resolution Updating the EDA Revolving Loan Fund Plan:** Ms. LeMahieu stated that the Regional Business Revolving Loan Fund was established in 1994 as a result of EDA funding. Minor updates have periodically been made to the plan since that time, but EDA is now requiring a more significant update based on new requirements. Ms. LeMahieu gave a background on the fund, its purpose, past and current activities, and what changes were made to the plan. Mr. Johnson moved to approve the updated Revolving Loan Fund Plan and resolution, seconded by Mr. Demulling; motion carried.
8. **Brown Bag Series Input:** Ms. Nelson noted that WCWRPC was recently awarded a short-term planning grant from EDA for an educational brown bag luncheon series. She requested input from Commissioners for potential topics for the series.
9. **Clark County Multi-Hazard Mitigation Plan Update Agreement:** Ms. Nelson said some minor revisions are proposed for this agreement which was initially approved at the September Commission meeting. Mr. Okey moved to approve the agreement as revised, seconded by Mr. Kaz; motion carried.

10. **Village of Turtle Lake Comprehensive Plan & Zoning Ordinance Update Agreement:** Ms. Nelson noted that this agreement was also initially approved at the September Commission meeting. A slight change of scope is proposed by Turtle Lake. Ms. Russell moved to approve the agreement as revised, seconded by Mr. Demulling; motion carried.
11. **Citizen Engagement Agreement for the Village of Turtle Lake Comprehensive Plan Update:** Ms. Nelson explained that as part of Turtle Lake's comprehensive plan update, the village has requested to utilize the services of Todd Streeter of BayPointe Enterprises, Inc. for the community engagement portion of the plan. WCWRPC is therefore proposing to enter into an agreement with Mr. Streeter for this assistance. While WCWRPC does not typically enter into sub-agreements for completion of planning work, grant requirements placed on the community to fund the update would make other arrangements cumbersome. Ms. LaBlanc moved to approve the agreement, seconded by Mr. Weisenbeck. After some discussion, the motion carried to approve the agreement.
12. **Barron County Outdoor Recreation Plan Update Agreement:** Barron County is seeking assistance in updating the County's outdoor recreation plan. Motion by Mr. Johnson to approve the agreement, seconded by Mr. Kaz; motion carried.
13. **Director's Report:** Ms. Nelson provided an update on project, budget, and staffing activities. It was asked that Mr. Frank give a synopsis of the mid-term elections.
14. **Next Executive Committee Meeting Date:** It was noted that there will possibly be an Executive Committee meeting in December. Mr. Johnson asked to add to the next Executive Committee agenda the topic of providing guidelines as to when minor agreement changes to already approved agreements need to be brought before the Commission for approval.
15. **Next Commission Meeting Date:** The next Commission meeting is January 20, 2019 in Chippewa County.
16. **Additional Updates:** MaryAnn Lippert provided an update on the work of the Governor's northern office and for her upcoming plans for retirement at the end of the year. Chair Frank thanked Ms. Lippert for her regular attendance at the RPC meetings and for her assistance in providing a successful connection to the Governor's office in Madison.
17. **Adjournment:** Motion to adjourn by Mr. Rasmussen, seconded by Mr. Okey; motion carried. The meeting adjourned at 12:04 p.m.

Prepared by: Lisa K. Ruth