

**Minutes of the
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting
Friday, March 8, 2019 - 10:00 a.m.
Menomonie Market Food Co-op, Menomonie, WI**

Commissioners Present: Stan Buchanan, Louie Okey, Dave Eisenhuth, Steve Gerrish, Glen Sikorski, Peter Kaz, Joe Waichulis, Allen Krause, Diane Morehouse, Tom Quinn, Steve Rasmussen, John Frank, Melissa Janssen, Connie Russell, William Johnson, Tracy LaBlanc, Judy Achterhof, Dan Hansen

Commissioners Absent: Gary Taxdahl, Joe Demulling, Larry Weisenbeck

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

Visitors Present: David Bartlett, Dunn County Board Chair; Paul Miller, Dunn County Manager

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. David Bartlett and Paul Miller welcomed the group to Dunn County.
3. **Review and Approve Minutes of January 23, 2019 Commission Meeting:** Mr. Okey moved to accept the minutes as distributed, seconded by Mr. Rasmussen; motion carried.

Mr. Hansen asked that he would like to be apprised of the Livestock Facilities Licensing Ordinance Agreement as it moves forward. This was Item #12 on the agenda from the 1/23/19 meeting.

4. **Review and Approve Disbursements:** A motion was made by Ms. LaBlanc to approve the disbursements, seconded by Mr. Buchanan; motion carried.
5. **Red Cedar Watershed Update Presentation – Associate Planner Landon Profaizer:** Mr. Profaizer presented information on this project that examines physical, social, and economic factors to address water quality issues in the Red Cedar Watershed. He covered the history of the watershed, changes in water quality, and how to engage people in the process/implementation of recommendations and/or strategies.
6. **Regional Business Fund, Inc. (RBF) Update Presentation – Fund Manager Tobi LeMahieu:** Ms. LeMahieu updated Commissioners on the activities of RBF, Inc. A list showing loans closed, loans committed, and pending applications through December 31, 2018 was distributed.
7. **Contract Extensions:** It was explained that these agreements are yearly extensions of management services to provide for the administration of the listed funds.
 - Consolidated Fund Management Agreement: Mr. Okey moved to approve the Consolidated Fund Management Agreement, seconded by Mr. Johnson; motion carried.
 - EDA Fund Sub-Grant Management Agreement: Ms. Morehouse moved to approve the EDA Fund Sub-Grant Management Agreement, seconded by Mr. Kaz; motion carried.
 - TEF Fund Sub-Grant Management Agreement: Mr. Kaz moved to approve the TEF Fund Sub-Grant Management Agreement; seconded by Ms. Russell; motion carried.
8. **Disaster Recovery Microloan Program, Program Manual Review:** WCWRPC entered into an agreement in 2018 with the Wisconsin Economic Development Corporation to administer a disaster recovery microloan program that provides short-term assistance to businesses affected by disaster events. This manual was developed to describe how the program will operate. Ms. LeMahieu noted that all reference to Capital Access Program will be deleted. Mr. Johnson moved

to approve the Disaster Recovery Microloan Program manual, seconded by Mr. Buchanan; motion carried, with the following items deleted:

Page 2 of Manual: Under Terms and Conditions – Fee reference

Attachment 1: Microloan Business Application – Page 4 of 4, Second XI-Certification – Delete bullet #9

Attachment 4: Example Commitment Letter – Page 2, Delete Item #4 under Covenants

Attachment 5: Example Disbursement Request and Authorization – Under Fees – Delete “CAP Enrollment Fee” line

9. **Annual Levy for 2020 Calendar Year:** Ms. Nelson explained how the levy was collected and used over an 11-year period. She also described five options that were presented for review. Discussion regarding both county and commission budgetary needs took place. Benefits/downfalls of several options were discussed as well. After some further deliberation, Mr. Gerrish moved to approve Option #2, which would be the same dollar amount as 2019, seconded by Mr. Sikorski; six in favor – 11 opposed; motion failed. Mr. Johnson moved that Option #4 be approved, which is a 2% increase from the 2019 annual levy amount, seconded by Mr. Hansen; 12 in favor – 5 opposed; motion carried.
10. **Mayo Clinic Hometown Health Grant Application:** The staff is requesting approval to submit a Mayo Clinic Hometown Health Grant application if invited to apply. A letter of intent has been submitted requesting funds for the Safe Routes to School implementation program. Mr. Okey moved to approve the request to submit an application if invited, seconded by Mr. Kaz; motion carried.
11. **Rural Economic Development Innovation Application:** Rural Economic Development Innovation funding is available through the US Department of Agriculture and partner entities. Staff would like to submit an application if a strong project can be located/developed. Applications are due on April 5, 2019. Motion by Mr. Kaz to approve the submittal of the application if appropriate, seconded by Mr. Quinn; motion carried.
12. **Follow Up Discussion on Connect Americans Now (CAN):** Ms. Nelson noted that this item was discussed at the January 2019 Commission meeting. Commissioners requested more information before deciding to join CAN. At this time, Ms. Nelson suggested that they not pursue joining this organization since it is uncertain of their lobbying/advocacy mission. No further action is needed at this time.
13. **Director’s Report:** Ms. Nelson highlighted project, budget, and staffing activities.
14. **Next Executive Committee Meeting Date:** Thursday, April 11, 2019 – WCWRPC offices.
15. **Next Commission Meeting Date:** The next Commission meeting is Thursday, May 9, 2019, in Clark County.
10. **Adjournment:** Motion to adjourn by Mr. Gerrish, seconded by Ms. Morehouse; motion carried. The meeting adjourned by 12:09 p.m.

Prepared by: Lisa K. Ruth