

**Minutes of
West Central Wisconsin Regional Planning Commission
10:00 a.m., Thursday, May 14, 2015
Augusta Senior Center, Augusta, WI**

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

Commissioners Absent: Joe Waichulis, Travis Schachtner

Staff Present: Lynn Nelson, Lisa Ruth, Beth Waldhart, Kim Zimmerman

Visitors Present: Delton Thorson, Mayor of Augusta; Gregg Moore, Eau Claire County Board Chair; Kim Shult, Baker Tilly; MaryAnn Lippert, Governor's Northern Office

1. **Call to Order:** Chair Miller called the meeting to order at 10:00 a.m.
2. **Welcome and Introductions:** Mayor Thorson and Mr. Moore welcomed the RPC to Eau Claire County and the City of Augusta. They gave brief presentations on various activities in the City and County and noted how the WCWRPC helped in many of their endeavors.
3. **Action Items:**
Minutes of March 13, 2015 Commission Meeting: Mr. Rasmussen moved to accept the minutes as distributed; seconded by Mr. Turner; motion carried.
4. **Review Minutes of April 16, 2015 Executive Committee Meeting:** The minutes of the April 16, 2015 Executive Committee meeting were included for informational purposes.
5. **Review and Approve Disbursements:** A motion was made by Mr. Johnson to approve the disbursements, seconded by Mr. Rueth; motion carried.
6. **Presentation of 2014 Audit – Kim Shult, Baker Tilly:** Ms. Shult went over the audit. She noted that this report is a draft and the final report would be available after this review. She highlighted internal controls and materials weaknesses. She clarified that the weaknesses were common in operations the size of the Commission. She noted that various administration requirements would be changing next year and that included implementing GASB regarding pension reporting requirements. Motion made by Mr. Steinhauer to approve the audit, seconded by Ms. Ring; motion carried.
7. **Regional Business Fund Update and Resolution:** Ms. Waldhart gave a brief background on the defederalization process used by the RBF. She gave a timeline of the history of issues, the impact proposed changes would have on the program, and provided an update on the progress with HUD and retaining defederalized status. She noted how many businesses have been assisted, how much money has been leveraged in the region, and number of jobs created under these programs. After much discussion, Mr. Walter moved to approve signing Resolution No. 2015-02, seconded by Mr. Rueth; motion carried with no descending votes.
8. **RBF Consultant Fee Discussion:** The RBF is requesting funds to secure a consultant who will provide advice in sorting out issues relating to the federalization of CDBG funding within the consolidated business loan fund. Funding within the loan pool cannot be used for this purpose. The consultant will determine if he believes the process that the RBF used was correct in defederalizing cash. She noted that a consultant was found who has experience in this topic. Mr. Johnson moved to approve an amount not to exceed \$1,500, unless more is needed and approved by the Executive Committee, seconded by Mr. McIlquham; motion carried. Mr. Jost entertained another motion to increase the amount to \$5,000, with approval by the Executive Committee if more monies are needed, seconded by Mr. Rasmussen; roll call vote taken – 3 ayes, 16 nays; motion defeated. First motion was put before the Commission; motion carried.
9. **Director's Report :** Ms. Nelson distributed her Director's Report and highlighted/updated Commissioners on activities that have taken place since the last meeting. Ms. Ring suggested that maybe monthly financial information would be helpful.

10. **Annual Levy for 2016 Calendar Year:** Ms. Nelson went over the options for the levy. Materials included nine options with varying levels of contributions, information on past levy charges from 2009 forward, and what activities levy monies are used. After some discussion, Mr. Walter moved to approve Option 1, seconded by Mr. Rasmussen; motion carried.
11. **City of Greenwood Clean Water Fund Application Agreement:** The City of Greenwood is requesting assistance with the preparation of a DNR Clear Water Fund application. Mr. Johnson moved to approve the agreement, seconded by Mr. Rueth; motion carried.
12. **City of Eau Claire Transit Transfer Center Site Selection Study Agreement:** The WCWRPC will assist the City of Eau Claire with the preparation of a Transit Transfer Center Site Selection Study. Mr. Frank moved to approve the agreement; seconded by Ms. Ring; motion carried with one abstaining.
13. **Town of Sioux Creek Comprehensive Plan Update Agreement:** The Town of Sioux Creek would like WCWRPC to update their comprehensive plan. Ms. Clark moved to approve the agreement, seconded by Mr. Turner; motion carried.
14. **Clark County Outdoor Recreation Plan Update Agreement:** Clark County has requested WCWRPC assistance with an update to the Clark County Outdoor Recreation Plan. Mr. Rueth moved to approve the agreement, seconded by Mr. Skwierczynski ; motion carried.
15. **Next Meeting Date:** The next meeting will be Wednesday, July 22, 2015 to be held in St. Croix County.
16. **Adjournment:** Mr. Goettl made a motion to adjourn the meeting, seconded by Mr. Turner; motion carried. The meeting adjourned at 12:05 p.m.

Prepared by: Lisa K. Ruth