

**Minutes of the  
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting  
Thursday, May 28, 2020 - 10:00 a.m.  
Zoom Meeting**

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

**Commissioners Absent:** Tom Magnafici, Joe Demulling

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

**Visitors Present:** William Johnson IV-Former RPC Board Member

1. **Call to Order:** The meeting was called to order at 10:03 a.m. by Chair John Frank. He went over the ground rules for conducting the meeting and protocols for Commissioners. Roll call vote was taken.
2. **Welcome and Introduction of Commissioners and Guests:** Commissioners, staff, and guests introduced themselves. Mr. Johnson wanted to thank the RPC. As a member for 10 years, he enjoyed meeting other county members and learning of the projects staff was working on. He commended the Commissioners and staff for their dedication and noted they are prepared for any challenges ahead.
3. **Review and Approve Minutes of March 13, 2020 Commission Meeting:** Mr. Okey moved to accept the minutes as distributed, seconded by Ms. Morehouse; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Rasmussen to approve the disbursements, seconded by Mr. Buchanan; motion carried.
5. **Resolution Recognizing Outgoing Commission Members:** This resolution was prepared recognizing the contributions of Commissioners who are not returning for the 2020-2022 term. Ms. LaBlanc moved to approve the resolution, seconded by Mr. Taxdahl; motion carried.
6. **Resolution Amending the Economic Development Administration (EDA) Revolving Loan Fund (RLF) Plan:** Ms. LeMahieu stated that EDA is allowing certain temporary flexibilities to recipients of EDA funded RLF awards in light of the impact of COVID-19 on small businesses. These temporary flexibilities needed to be reflected in an updated RLF Plan. Ms. Morehouse moved to approve the amendments and resolution, seconded by Ms. LaBlanc; motion carried.
7. **Resolution Approving the Economic Development Administration (EDA) CARES Act Recovery Assistance Revolving Loan Fund (RLF) Plan:** Ms. LeMahieu explained EDA invited the WCWRPC to apply for non-competitive CARES Act recovery assistance to fund a Revolving Loan Fund to support small businesses impact by COVID-19. To receive this funding, RLF operators must agree to administer their new RLF in accordance with an EDA approved RLF plan. Mr. Okey moved to approve the RLF Plan and resolution, seconded by Ms. Russell; motion carried.
8. **Annual County Levy for 2021 Calendar Year:** Ms. Nelson noted that at the March 13, 2020 Commission meeting, a levy fee to be charged to member counties for the 2021 calendar year was adopted with the request to bring the item back for further consideration at the May 28<sup>th</sup> meeting because of uncertain financial circumstances due to COVID-19. The Executive Committee met April 28<sup>th</sup> to consider other options presented and recommended Option 3, no

increase to any counties from the 2020 dollar amount. After some discussion, a roll call vote was taken to determine which option had the approval of the full Commission. Option 3 was approved with no descending votes.

- 9. Overview of Nominating and Election Process for WCWRPC Officers:** Chair Frank explained the process to be used in nominating and electing WCWRPC officers. The Nominating Committee members are Steve Rasmussen, Stan Buchanan, and Larry Weisenbeck.

**BREAK (Nominating Committee will meet at this time via Wisline).**

- 10. Election of WCWRPC Officers:** Mr. Rasmussen stated that the Nominating Committee unanimously selected John L. Frank – Chair; Louie Okey – Vice Chair; and Joe Waichulis – Secretary/Treasurer. After asking for any other nominations and hearing none, Mr. Rasmussen moved to approve the recommendations, seconded by Mr. Buchanan; motion carried.

Officers are automatically members of the Executive Committee, therefore, the remaining members of the Executive Committee will be chosen by the three members of each remaining county. The following have been selected:

Barron County – Louie Okey  
Chippewa County – Don Hauser  
Clark County – Joe Waichulis Jr.  
Dunn County – Steve Rasmussen  
Eau Claire County – John L. Frank  
Polk County – Ms. LaBlanc will need to discuss with Mr. Demulling and Mr. Magnafici who were not present today.  
St. Croix County – Larry Weisenbeck

- 11. Director's Report:** Ms. Nelson highlighted project, budget, and staffing activities.
- 12. Next Executive Committee Meeting Date:** Thursday, June 11, 2020 – Location to be determined.
- 13. Next Commission Meeting Date:** Thursday, July 9, 2020 – Location to be determined.
- 10. Adjournment:** Meeting adjourned at 11:39 a.m.

Prepared by: Lisa K. Ruth