

**Minutes of the  
West Central Wisconsin Regional Planning Commission (WCWRPC)  
Thursday, July 14, 2016 Meeting - 10:00 a.m.  
Gillette Room, Banbury Place, Eau Claire WI**

**Commissioners Present:** Jess Miller, Ken Jost, Gary Taxdahl, Anson Albarado, Jason Bergeron, Steve Gerrish, Chuck Rueth, Norman Wesenberg, Joe Waichulis, Richard Creaser, Bob Walter, Kathy Clark, Gordy Steinhauer, John Frank, William Johnson, Warren Nelson, Agnes Ring, Larry Weisenbeck, Tom Coulter

**Commissioners Absent:** Tom Quinn, Craig Moriak

**Staff Present:** Lynn Nelson, Lisa Ruth, Ann Schell, Beth Waldhart, Levi Wagner, Jennifer Ludwig, Eric Anderson, Tobi LeMahieu, Landon Profaizer, Kim Zimmerman

**Visitors Present:** Kim Shult, Baker/Tilly; Mary Ann 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:** Commissioners, staff, and guests were introduced.
3. **Minutes of May 12, 2016 Commission Meeting:** Mr. Waichulis moved to accept the minutes as distributed; seconded by Ms. Clark; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Johnson to approve the disbursements, seconded by Mr. Weisenbeck; motion carried.
5. **Present of 2015 Audit, Kim Shult, Baker/Tilly:** Ms. Shult went over changes, additions, and highlights of the 2015 audit. New sections were added regarding the retirement fund and pension-related standards. She noted that the RPC has a very healthy operating reserve. The two material weaknesses that were noted are very common in organizations this size. Some discussion followed on how to fix the material weaknesses. Ms. Shult again noted that these were not severe, so other than hiring outside the organization, which would be costly, it is probably not an item that needs to be addressed aside from continuing to monitor and discuss ways to most effectively maintain a separation of financial duties. Mr. Taxdahl moved to approve the audit as presented, seconded by Ms. Ring; motion carried.
6. **Approval of the Functional Classification System near Houlton, WI:** Ms. Schell stated that in the 2010 Census, the Twin Cities Urbanized Area boundary extended across the St. Croix River to include a small area near Houlton, WI in St. Croix County. WisDOT is requesting an approval of the proposed functional classification of the roads largely due to the construction of the new St. Croix River Crossing bridge and new highway alignments. She went on to explain what classifications would be assigned to these roads. Ms. Ring moved to approve the functional classification, seconded by Mr. Walter; motion carried.
7. **Sub-Agreements for the Red Cedar Basin Assessment for Water Quality Improvements Project:** WCWRPC has applied for funding from the Wisconsin Department of Natural Resources and the U.S. Army Corps of Engineers to support the Red Cedar Basin Assessment for Water Quality Improvements Project. To receive this funding (as per funder guidelines), and to document/secure matching funds from the project partners (including with the University of Wisconsin-Stout, Dunn County, Barron County, and the Tainter Menomin Lake Improvement Association, Inc.), sub-agreements are required between the project partners and WCWRPC. Mr. Walter moved to approve the Red Cedar Basin Assessment for Water Quality Improvements Project sub-agreements seconded by Mr. Jost; motion carried.
8. **Agreement with Village of New Auburn for Preparation of a WisDNR Clean Water Fund Program (CWFP) Application:** Ms. Nelson noted that the Village of New Auburn is requesting assistance to prepare a DNR CWRP application to replace the community's main lift station. Motion made by Ms. Clark to approve the agreement, seconded by M. Gerrish; motion carried.
9. **Agreement with Clark County for Preparation of a Farmland Preservation Plan Update:** Clark County is requesting assistance in updating their Farmland Preservation Plan. Motion by Mr. Waichulus to approve the agreement, seconded by Mr. Rueth; motion carried.

10. **Agreement with City of Owen for Preparation of Community Development Block Grant (CDBG) Public Facility for Economic Development (PFED) and/or Wisconsin Dept. of Transportation (DOT) Transportation Economic Assistance (TEA Grant Application(s)):** The City of Owen is requesting assistance in preparing a CDBG PFED and/or DOT TEA application(s) for funding to complete infrastructure improvements necessary for an existing business to expand and create jobs. Motion by Mr. Waichulus to approve the agreement, seconded by Mr. Taxdahl; motion carried.
11. **Agreement with Mill Pond Learning Foundation, Inc. for Preparation of a Fabrication Laboratory (Fab Lab) Feasibility Study:** Ms. Nelson explained that the Village of Osceola and the Mill Pond Learning Foundation are planning to construct a building to house a fire station, community center, library, village hall, court, and Fab Lab. Prior to applying for Economic Development Administration (EDA) funding for the Fab Lab, a feasibility study must first be completed. The Mill Pond Learning Foundation would like to contract with the WCWRPC to complete the feasibility study. After discussion Mr. Johnson moved to approve the agreement, seconded by Ms. Ring; motion approved with one nay (Jost). Mr. Rueth and Ms. Ring asked to be apprised of the progress.
12. **Agreement with the City of Cumberland for Updating the City's Comprehensive Plan:** Ms. Nelson noted that the City would like assistance to update their comprehensive plan. Motion made by Mr. Rueth to approve the agreement, seconded by Ms. Clark; motion carried.
13. **Agreement with the Wisconsin Dept. of Natural Resources for Updating of the Town of Levis Community Wildfire Protection Plan:** The Wisconsin DNR has requesting assistance in updating the Town of Levis Wildfire Protection Plan. Motion made by Mr. Rueth to approve the agreement, seconded by Mr. Johnson; motion carried.
14. **Next Executive Committee Meeting Date:** The next Executive Committee meeting will be on August 11, 2016 at the WCWRPC offices. Ms. Ring wanted to pass along a situation in the Town of Somerset. There had been a controversial rezoning request, but thanks to sound planning of the comprehensive plan prepared by the WCWRPC, it helped greatly in the decision-making process.
15. **Next Commission Meeting Date:** The next Commission meeting will be Thursday, September 8, 2016 in Dunn County. At this time, Ms. Lippert gave a brief update on the Governor's activities.
16. **Adjournment:** The meeting adjourned at 11:15 a.m. Commissioners were asked to report to the RPC offices for orientation sessions and lunch.

Prepared by: Lisa K. Ruth