

**Minutes of the
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting
Thursday, July 8, 2021 - 10:00 a.m.
Zoom Video or Dial-In Meeting**

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

Commissioners Absent: Dave Eisenhuth, Tom Magnafici, Judy Achterhof, Dan Hansen

Others Present: April Anderson, CliftonLarsonAllen; Wayne Hendrickson, Clark County Board Chair

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

1. **Call to Order:** The meeting was called to order at 10:02 a.m. by Chair John Frank.
2. **Welcome and Introduction of Commissioners and Guests:** Staff and guests were introduced.
3. **Review and Approve Minutes of May 13, 2021 Commission Meeting:** Ms. Morehouse moved to accept the minutes as distributed, seconded by Mr. Taxdahl; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Buchanan to approve the disbursements, seconded by Mr. Warndahl; motion carried.
5. **Presentation of 2020 Audit:** Ms. Anderson, from CliftonLarsonAllen presented the 2020 Audit Report. Items discussed included the management letter, material weaknesses, balance sheet, and long-term obligations. Mr. Rasmussen moved to approve the draft WCWRPC 2020 audit as presented, seconded by Mr. Okey; motion carried.
6. **2022 Preliminary Budget Review:** Ms. Nelson explained the two budget options being presented for consideration. It was noted that the Executive Committee, at their June 10th meeting, recommended Option 2.
7. **Approval of Amended Administrative Services Agreement between Chippewa County and WCWRPC for the Microenterprise Grant Program:** Due to the demand for these program funds, Chippewa County is in the process of securing additional funds so that assistance can be provided to all eligible businesses submitting applications. If funds are secured, this will result in increased administrative requirements and staffing costs. An amendment to the final payment section of the previously signed agreement is being presented. Ms. Morehouse moved to approve the amended agreement, seconded by Mr. Weisenbeck; motion carried.

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8. **Approval of Entering into a Memorandum of Understanding with the Wisconsin Economic Development Corporation (WEDC) for Administration of the Wisconsin Tomorrow Main Street Bounceback Program:** WCWRPC has been approached by WEDC to administer this program for the region. Staff provided an overview of the program and required administration. WCWRPC has not yet received the MOU. Chair Frank noted that the Bylaws give full authority to the Executive Committee to enter into contracts, therefore, when received the Executive Committee will execute this MOU if received prior to the next Full Commission meeting.
9. **Approval of Agreement with the City of Menomonie for Administration of Economic Development Administration (EDA) Project Funding:** The City has secured funding for infrastructure related to an expansion of the Stout Technology and Business Park. The City is

requesting WCWRPC assistance in meeting the requirements tied to the funding. Motion by Mr. Okey to approve the agreement, seconded by Ms. LaBlanc; motion carried.

10. **Approval of Agreement with the City of Neillsville for Assistance in Establishing a Tax Increment Financing District:** The City is requesting assistance in establishing Tax Increment District #4. Motion by Mr. Taxdahl to approve the agreement, seconded by Mr. Buchanan; one dissenting vote, motion carried.
11. **Director's Report:** Ms. Nelson highlighted project, budget, and staffing activities.
12. **Next Executive Committee Meeting Date:** The next Executive Committee meeting is immediately following today's Commission meeting.
13. **Next Commission Meeting Date:** The next Commission meeting is September 9, 2021.
14. **Adjournment:** Motion was made by Mr. Warndahl, seconded by Mr. Hauser to adjourn; motion carried. Meeting adjourned at 11:34 a.m.

Prepared by: Lisa K. Ruth