

**Minutes of the
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting
Thursday, September 13, 2018 - 10:00 a.m.
Lehman's Supper Club, Rice Lake, WI**

Commissioners Present: Louie Okey, Gary Taxdahl, Steve Gerrish, Dave Eisenhuth, Glen Sikorski, Peter Kaz, Joe Waichulis, Allen Krause, Diane Morehouse, Steve Rasmussen, John Frank, Connie Russell, Melissa Janssen, Joe Demulling, William Johnson, Tracy LaBlanc, Larry Weisenbeck, Judy Achterhof

Commissioners Absent: Stan Buchanan, Tom Quinn, Dan Hansen

Staff Present: Lynn Nelson, Lisa Ruth, Megan Olson, Craig Johnson

Visitors Present: Ruth Rosenow, Chippewa County Housing Authority; Dave Armstrong, Barron County Economic Development Corp.

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.
3. **Review and Approve Minutes of July 12, 2018 Commission Meeting:** Ms. Morehouse moved to accept the minutes as distributed, seconded by Mr. Okey; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Rasmussen to approve the disbursements, seconded by Mr. Kaz; motion carried.
5. **2019 Preliminary Budget Approval:** Ms. Nelson noted that WCWRPC must adopt a preliminary budget for the coming calendar year prior to October 1st of the current year as per state statute. Mr. Johnson moved to adopt the preliminary budget as presented; seconded by Mr. Taxdahl; motion carried.
6. **Housing Update Presentations:** Ruth Rosenow, Executive Director of the Chippewa County Housing Authority and Administrator for the Regional Community Development Block Grant (CDBG) Housing Program (which includes all WCWRPC counties), gave a summary/update on the programs available to residents in the region.

Dave Armstrong, Executive Director of the Barron County Economic Development Corporation outlined workforce activities in Barron County.
7. **Barron County Housing Studies Agreement:** Seven units of government in Barron County are seeking assistance in the completion of housing studies. Mr. Okey moved to approve the agreement, seconded by Ms. Morehouse; motion carried.
8. **University of Wisconsin-River Falls Survey Research Center Agreement:** WCWRPC will be subcontracting with the University of Wisconsin-River Falls Survey Research Center for assistance in employer surveys to be prepared, distributed, and tabulated relating to the Barron County housing studies project. Mr. Johnson moved to approve the agreement, seconded by Mr. Kaz; motion carried.
9. **Chippewa County All Hazards Mitigation Plan Update Agreement:** Chippewa County is seeking assistance in the update to their All Hazards Mitigation Plan to maintain Federal Emergency Management Agency grant funding eligibility. Mr. Taxdahl moved to approve the agreement, seconded by Mr. Gerrish; motion carried.

10. **Clark County Multi-Hazard Mitigation Plan Update Agreement:** Clark County is requesting assistance from the WCWRPC to update their Multi-Hazard Mitigation Plan to maintain grant funding eligibility from Federal Emergency Management Agency. Mr. Kaz moved to approve the agreement, seconded by Ms. Morehouse; motion carried.
11. **City of Owen Comprehensive Plan Update Agreement:** The City of Owen is seeking assistance in updating the community's comprehensive plan. Motion by Mr. Kaz to approve the agreement, seconded by Mr. Okey; motion carried.
12. **Village of Turtle Lake Comprehensive Plan Update Agreement:** The Village of Turtle Lake is requesting assistance in updating their community's comprehensive plan, zoning ordinance, and zoning map. Ms. Morehouse moved to approve the agreement, seconded by Mr. Taxdahl; motion carried.
13. **City of Chippewa Falls Outdoor Recreation Plan Update Agreement:** The City of Chippewa Falls is seeking assistance in updating the community's outdoor recreation plan. Motion by Mr. Gerrish to approve the agreement, seconded by Mr. Sikorski; motion carried.
14. **Economic Development Administration (EDA) Short-Term Planning Grant Application:** Ms. Nelson gave a summary of the purpose and status of the requested funds.
15. **Wisconsin Economic Development Corporation (WEDC) Disaster Recovery Microloan Program:** Ms. Nelson stated that a WEDC application has been submitted. The requested funding will be used to provide loans to businesses following a disaster. After some discussion, Mr. Kaz moved to approve the role of WCWRPC, seconded by Ms. Russell; motion carried.
16. **WCWRPC Bylaw Review:** Chair Frank noted that the Executive Committee had reviewed the bylaws for updates at their August 16, 2018 meeting. He then identified each change/addition and explained the context behind the changes/additions. Mr. Waichulis moved to approve the changes/additions to the WCWRPC Bylaws as amended, seconded by Mr. Johnson; motion carried. Chair Frank was thanked for all his work that he put forward in reviewing the bylaws.
17. **Conflict of Interest Policy:** At its August 16, 2018 Executive Committee, a Conflict of Interest Policy for Commissioners and staff was adopted. It was asked that all Commissioners sign the policy and return them to the Office Manager.
18. **Director's Report:** Ms. Nelson provided an update on project, budget, and staffing activities.
19. **Next Executive Committee Meeting Date:** There will be a short Executive Committee meeting today immediately following the Full Commission meeting.
20. **Next Commission Meeting Date:** The next Commission meeting is November 8, 2018 in Polk County.
21. **Adjournment:** Motion to adjourn by Mr. Waichulis, seconded by Ms. Morehouse; motion carried. The meeting adjourned by 11:57 a.m.