

**Minutes of the
West Central Wisconsin Regional Planning Commission (WCWRPC)
Thursday, September 8, 2016 Meeting - 10:00 a.m.
Lucette Brewing Company, Menomonie, WI**

Commissioners Present: Gary Taxdahl, Anson Albarado, Steve Gerrish, Norman Wesenberg, Richard Creaser, Bob Walter, Kathy Clark, Gordy Steinhauer, John Frank, William Johnson, Agnes Ring, Larry Weisenbeck, Tom Coulter

Commissioners Absent: Jess Miller, Ken Jost, Jason Bergeron, Chuck Rueth, Joe Waichulis, Tom Quinn, Craig Moriak, Warren Nelson

Staff Present: Lynn Nelson, Lisa Ruth, Levi Wagner, Landon Profaizer

Visitors Present: Steve Rasmussen, Dunn Co. Board Chair; Gene Smith, Outgoing Dunn County Manager; Paul Miller, Incoming Dunn County Manager; Mary Ann Lippert, Governor's Northern Office

1. **Call to Order:** In the absence of the Chair Jess Miller, Vice-Chair John Frank called the meeting to order at 10:00 a.m.
2. **Welcome and Introductions:** Commissioners, staff, and guests were introduced.
3. **Minutes of July 14, 2016 Commission Meeting:** Mr. Johnson moved to accept the minutes as distributed; seconded by Mr. Walter; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Ms. Ring to approve the disbursements, seconded by Ms. Clark; motion carried. It was asked that "Health Partners" be changed on the disbursement sheet to reflect the correct name. A question was also raised regarding WCWRPC's destruction policy. Ms. Nelson noted that policy will be reviewed at an upcoming Executive Committee meeting.
5. **Staff Project & Program Updates:** Mr. Profaizer updated Commissioners on the Dunn County project regarding environmentally sensitive areas and conservation features. He explained the purpose, scope process, results, and next steps.

Mr. Wagner informed Commissioners on changes to the Regional Business Fund loan program, 2016 activity, and economic impacts on the region.
6. **Equipment Purchase Approval:** Ms. Nelson stated that staff is looking to purchase a new large format printer and three options were being considered. Mr. Walter moved to approve the purchase of a new printer with a cap set at \$7,000, with ultimate approval by Executive Committee and staff, seconded by Mr. Taxdahl; motion carried.
7. **Bylaw Review:** Ms. Nelson explained that the bylaws have not been modified since 1996. The Executive Committee has met twice (June 9 and August 11, 2016) to update and amend the bylaws. Vice-Chair Frank reviewed the bylaws with members section by section. After a few changes, Mr. Walter moved to approve the amended bylaws as reviewed/edited by the Executive Committee and Full Commission, seconded by Mr. Weisenbeck; motion carried unanimously. Hard copies of the updated document will be distributed at the November 10, 2016 meeting.
8. **2017 Draft Budget Approval:** Ms. Nelson noted that the budget is in good shape for 2017. A number of contracts are already in place and possible additional funds from DOT are available for 2017. Motion made by Ms. Clark to approve the 2017 draft budget, seconded by Mr. Taxdahl; motion carried unanimously. Mr. Weisenbeck wanted to commend Ms. Nelson for her hard work and diligence for the turnaround in balancing the budget. All Commissioners agreed and asked that it be noted in the minutes.
9. **Director's Report:** Ms. Nelson updated Commissioners on various office/personnel manuals that will be brought before the Executive Committee for their review, interviews for the Associate Planner position that were conducted yesterday, key conferences being held, and the results of TAP application awards submitted for the region.

10. **Regional Issues Discussion:** If time permitted, county concerns that may be relevant to the region where to be shared by Commissioners. However, this item was postponed.
11. **Next Executive Committee Meeting Date:** Thursday, December 8, 2016 at the RPC Offices.
12. **Next Commission Meeting Date:** The next Commission meeting will be Thursday, November 10, 2016 in Clark County.

Ms. Ring expressed concern with FEMA maps and how out-of-date they are. She requested if the WCWRPC staff could offer some assistance with this issue.

At this time, Ms. Lippert gave a brief update on the Governor's activities, distributed "Growing Wisconsin" a magazine printed by WI DATCP, and noted news articles on the City of Eau Claire in Time and In Week magazines, and St. Paul Pioneer Press.

13. **Adjournment:** The meeting adjourned at 12:10 p.m.

Prepared by: Lisa K. Ruth