

**Minutes of the
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting
Thursday, March 10, 2023 - 10:00 a.m.
800 Wisconsin Street, Eau Claire, WI
In-Person or Zoom Video/Dial-In Meeting**

Commissioners Present: Stan Buchanan, Louie Okey, George Rohmeyer, Joel Seidlitz, Peter Kaz, Allen Krause, Joe Waichulis, Tom Quinn, Steve Rasmussen, John Frank, Kyle Johnson, Dane Zook, Sharon Kelly, Mike Barcalow, Dan Hansen

Commissioners Present by Zoom: Gary Taxdahl, Chuck Hull, Diane Morehouse, Terry Hauer, Denise L'Allier-Pray

Commissioners Absent: Ryan Sicard

Staff Present: Lynn Nelson, Lisa Ruth, Landon Profaizier, Tobi LeMahieu, Chris Straight, Jennifer Brixen

1. **Call to Order:** The meeting was called to order at 10:00 a.m. by Chair Louie Okey. Since there were no new Commissioners or guests to be introduced, the agenda was modified to have the presentation by Eau Claire County Administrator Kathryn Schauf at this time.
2. **County Presentation – Communities in Action:** Kathryn Schauf, Eau Claire County Administrator, had the honor of being invited to the White House to give a presentation on the impacts of ARPA funding as part of a Communities in Action initiative. She shared with the Commissioners her experience and the federal funding opportunities awarded to Eau Claire County.
3. **Welcome and Introduction of Jennifer Brixen, Loan Processor:** Ms. Brixen gave a brief presentation on her background, education, and past employment.
4. **Certificate of Appreciation for Retiring Office Manager Lisa Ruth:** Chair Okey read the certificate of appreciation for retiring Office Manager Lisa Ruth. Ms. Ruth has been with the Commission for the past forty-six years. Approval of the certificate was given by unanimous consent.
5. **Review and Approve Minutes of January 12, 2023 Commission Meeting:** Ms. Kelley moved to accept the minutes as distributed, seconded by Mr. Barcalow; motion carried.
6. **Review and Approve Disbursements:** A motion was made by Mr. Barcalow to approve February-March 2023 disbursements, seconded by Mr. Buchanan; motion carried.
7. **County Presentation was moved to earlier on the agenda.**
8. **Staff Presentation – Regional Sewer Service Area Plans:** Mr. Straight gave a presentation on Sewer Service Areas Plans in the region and WCWRPC's role in potential updates. Chippewa-Eau Claire, Hudson, and Menomonie Sewer Service Area Plans are all due to be updated. He also mentioned that New Richmond is now eligible to be a Sewer Service Area because of passing the 10,000 population threshold. Rice Lake is over 9,000 population and is a potential Sewer Service Area in the near future. Responsibility for funding the Sewer Service Area plans was discussed. After some discussion, this item was asked to be placed on an Executive Committee agenda for further consideration.

9. **Contract Extensions for Business Loan Funds:** Ms. LeMahieu gave a brief summary of the funds being reviewed:
- *Economic Development Administration (EDA) Loan Fund Sub-Grant Management Agreement with Regional Business Fund, Inc.* – Motion by Mr. Rasmussen to approve the contract extension, seconded by Mr. Kaz; motion carried.
 - *Technology Enterprise Fund (TEF) Loan Fund Sub-Grant Management Agreement with Regional Business Fund, Inc.* – Motion by Ms. Morehouse to approve the contract extension, seconded by Ms. L’Allier-Pray; motion carried.
 - *Consolidated Loan Fund Management Agreement with Regional Business Fund, Inc.* – Motion by Mr. Buchanan to approve the contract extension, seconded by Ms. Kelly; motion carried.
 - *EDA CARES Loan Fund Sub-Grant Management Agreement with the Regional Business Fund, Inc.* – Motion by Mr. Waichulis to approve the contract extension, seconded by Mr. Kaz; motion carried.
10. **Resolution 2023-01 Certifying Economic Development Administration (EDA) CARES ACT Recovery Assistance Revolving Loan Fund Plan:** This is a yearly submittal to EDA certifying that the CARES ACT Recovery Assistance revolving loan fund plan, policies, and procedures are consistent with and supportive of the region and its economy. Motion by Mr. Frank to approve and sign the resolution, seconded by Mr. Hansen; motion carried.

BREAK

11. **Annual Levy for 2024 Calendar Year:** Options were presented and discussed for the annual levy amounts to be charged member counties for the 2024 calendar year. After some discussion, Mr. Hansen moved to approve Option 5 with a 3% increase, seconded by Mr. Buchanan. However, after further discussion regarding inflation costs and other monetary factors, Mr. Hansen and Mr. Buchanan withdrew their motion and Mr. Hansen moved to approve a 6% increase, seconded by Mr. Buchanan; motion carried, one nay.
12. **Director’s Report:** Ms. Nelson highlighted project, budget, and staffing activities.
13. **Next Commission Meeting Date:** The next Commission meeting is Thursday May 11, 2023 at Banbury Place-Eau Claire.
14. **Next Executive Committee Meeting Date:** The next Executive Committee meeting is March 17, 2023 for Executive Director interviews and April 13 for Executive Director evaluation and further discussion on the Sewer Service Area Plan updates. Both meetings will be held at Banbury Place -Eau Claire.
15. **Adjournment:** Meeting adjourned at 12:02 p.m.

Prepared by: Lisa K. Ruth