

**Minutes of the Committee Meeting of the
West Central Wisconsin Regional Planning Commission (WCWRPC)
Thursday, September 14th, 2023; 10:00 a.m.
Polk County Government Center, 100 Polk County Plaza, Balsam Lake, Wisconsin**

Commissioners Present: Louie Okey, George Rohmeyer, Diane Morehouse, Steve Rasmussen, John Frank, Tom Quinn, Stan Buchanan, Gary Taxdahl, Chuck Hull, Peter Kaz, Allen Krause, Kyle Johnson, Terry Hauer, Denise L’Allier-Pray, Mike Barcalow

Commissioners Absent: Joe Waichulis, Joel Seidlitz, Ryan Sicard, Dane Zook, Dan Hansen, Jeremy Hall

Staff Present: Scott Allen, Erin Whyte, Tobi LeMahieu, Amanda Veith

1. **Call to Order:** Chair Okey called the meeting to order at 10:01 a.m.
2. **Welcome and Introductions-** Okey/Veith
3. **Welcome and Introduction of New Staff Members - Lending Specialist Amanda Veith-** Okey opened the floor to new Lending Specialist Amanda Veith to provide a brief introduction.
4. **Review and Approve Minutes of July 13,2023, Commission Meeting-** A motion was made by Rasmussen to approve the July 13,2023, Commission Meeting minutes as presented, seconded by Krause; motion carried.
5. **Review and Approve Disbursements:** Called to order by Okey to approve the disbursements as presented, motion by Buchanan, seconded by Barcalow; motion carried.
6. **2024 Preliminary Budget Review and Approval:** Allen gave an overview of the budget handout, including highlighting the anticipated 2024 revenues and expenses. A motion to approve the budget was made by Taxdahl, Seconded by L’Allier-Pray; motion carried.
7. **Review Adoption of 2024 Rural Transportation Work Program (RTWP) through the Approval of the 2024 Preliminary Budget:** - Allen presented program details, stating that the WCWRPC is required to adopt the RTWP every year, which is typically done through the process of adopting the preliminary budget. Approval of the adoption of the 2024 RTWP as reflected in the 2024 Preliminary Budget as approved, motioned by Krause, seconded by L’Allier-Pray; motion carried.
8. **Approval of the Information Technology (IT) Services Agreement:** Review of this agreement was done by Mr. Allen, the three-part agreement with Integritek was approved, motioned by L’Allier-Pray, seconded by Johnson.
9. **Review and Approval of the Resolution of Support for WCWRPC Application to Wisconsin Department of Transportation (WisDOT) 2024-2028 Transportation Alternatives Program (TAP) Funding Cycle** – Allen presented the program and funding cycle information, motion to approve by Morehouse, seconded by Rasmussen; motion carried.
10. **Director’s Report:** Allen gave an update on project, budget, and staffing activities. Michael’s position has not been filled as of yet but applications are being reviewed in hopes of hiring someone in the next month.
11. **Staff Presentation on the Regional Business Fund-** Fund Manager Tobi LeMahieu provided an overview of their programs, activities and history.
12. **Presentation on the Polk County Government Center Renovation Project-** Emil Norby, staff from the Polk County Government Center provided an overview of the recently completed renovations.

13. **Next Executive Committee Meeting Date:** Thursday, October 12, 2023 - Location to be determined.
14. **Next Commission Meeting Date:** Thursday, November 9, 2023 – Location to be determined.
15. **Adjournment:** 11:53 a.m.

Prepared by Erin Whyte