

**Minutes of the
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting
Thursday, July 14, 2022 - 10:00 a.m.
Chetek Lanes Event Center and Pizzeria
Chetek, WI**

Commissioners Present: Stan Buchanan, Louie Okey, Gary Taxdahl, Chuck Hull, George Rohmeyer, Joel Seidlitz, Joe Waichulis, Allen Krause, Diane Morehouse, Tom Quinn, Steve Rasmussen, John Frank, Kyle Johnson, Dane Zook, Terry Hauer, Sharon Kelly, Denise L'Allier-Pray, Mike Barcalow, Ryan Sicard

Commissioners Absent: Peter Kaz, Dan Hansen

Staff Present: Lynn Nelson, Lisa Ruth, Susan Badtke, Chris Straight, Kim Zimmerman, Craig Johnson

Others Present: April Anderson, CliftonLarsonAllen; Mike Judy and Julie Skinner, Barron County Emergency Services

1. **Call to Order:** The meeting was called to order at 10:00 a.m. by Chair Louie Okey. Roll call was taken.
2. **Welcome and Introduction of Commissioners and Guests:** New and returning Commissioners, and guests, introduced themselves.
3. **Review and Approve Minutes of May 26, 2022 Commission Meeting:** Mr. Taxdahl moved to accept the minutes as distributed, seconded by Mr. Waichulis; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Buchanan to approve the disbursements as presented, seconded by Mr. Rasmussen; motion carried.
5. **Presentation of 2021 Audit:** April Anderson from CliftonLarsonAllen presented the 2021 Audit Report. Items discussed included the management letter, material weaknesses, balance sheet, and long-term obligations. Ms. Morehouse moved to approve the draft WCWRPC 2021 audit as presented, seconded by Mr. Waichulis; motion carried. Mr. Frank wanted to note that the sick leave policy is not informal as stated in the audit, but was voted on and established as a formal policy by the Executive Committee to assign those funds.
6. **2023 Preliminary Budget Review:** Executive Director Lynn Nelson went over the 2022 budget as approved in January, the budget to-date, and the preliminary numbers for the 2023 budget. Included with the budget was a breakdown of personnel costs. She also explained the revenues and expenditures. The information is being presented for input and discussion. The 2023 budget will come before the Commission in September for preliminary approval, and again in January for final approval.
7. **Conversation on a Regional Planning Commission Water Quality Staff Person:** At the direction of Commissioners, starting in 2021 conversations began on the need for a full-time water quality staff person at the RPC. Chris Straight surveyed counties in the region to gain input on what they were seeing as needs and to determine if service gaps existed. A report was prepared and the results presented. While needs vary by county, many found that assistance could be used in different areas. For the time being it is being recommended that staff continue to provide water quality assistance, especially at the watershed level, but that the RPC continue to monitor needs and possibly apply for grant funds and add a full-time staff person in the future.

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8. **Approval of Agreement with the City of Menomonie and Stepping Stones of Dunn County, Inc. for Administration of a Neighborhood Investment Fund Award to be Used for Construction of a New Homeless Shelter:** The City of Menomonie and Stepping Stones of Dunn County, Inc. have secured funding for construction of a new homeless shelter. The two entities are requesting assistance with administration of the funds for the project. Ms. Morehouse moved to approve the agreement, seconded by Mr. Rasmussen; motion carried.
9. **Director's Report:** Executive Director Nelson gave a summary of current projects and activities of the Commission.
10. **Presentation on the FEMA Funded Storm Shelter at Prairie Lake Estates:** Craig Johnson and Chris Straight gave a background on mitigation plans, programs, grant information, funding, and requirements of a hazard mitigation plan. Mr. Johnson explained the process for obtaining funding and building the Prairie Lake Estates storm shelter. Mike Judy, Barron County Emergency Management Director, then described the event that led to the building of the shelter, noting the tornado's path, total damage, fatalities, and emergency response. Following lunch, a tour of the shelter is being offered to Commissioners and staff.
11. **Next Executive Committee Meeting Date:** The next Executive Committee meeting will be August 11, 2022 at 10:00 a.m. – Location to be determined.
12. **Next Commission Meeting Date:** The next Commission meeting is Thursday, September 8, 2022 - location to be determined.
13. **Adjournment:** Meeting adjourned at 12:15 p.m.

Prepared by: Lisa K. Ruth