



MEETING NOTICE
QUARTERLY COMMISSION MEETING
East Central Wisconsin Regional Planning Commission

Date: Thursday, March 28, 2024
Time: 10:00 a.m. (Immediately following the Nominating Committee Meeting at 8:45 am)
Place: In Person, at The Hillside, at Plamann Park 1375 Broadway Drive, Appleton.

1. **Call to Order** – Chair Nooyen called the meeting to order with the time noted at 10:00 a.m.
2. **Roll Call**
 - A. Introduction of Alternates and Guests – Round Robin introductions were completed with Chair Nooyen welcoming Denise Gilane of Menominee County, who was recently appointed to the East Central WI Regional Planning Commission following the resignation of Jane Comstock.

Commission Members Present:

Alice Connors	Calumet County
Nick Kesler.....	Calumet County
Scott Nelson	Ex-Officio Member
Steve Abel	Fond du Lac County
Brenda Schneider.....	Fond du Lac County
Joe Moore (Alt. for Keith Heisler)	Fond du Lac County
Jeremy Johnson (Alt. for Elizabeth Moses).....	Menominee County
Eugene Caldwell.....	Menominee County
Denise Gilane	Menominee County
Kevin Englebert (Alt. for Thomas Nelson).....	Outagamie County
Jake Woodford.....	Outagamie County
Lee Hammen	Outagamie County
Jeff Nooyen.....	Outagamie County
Ken Capelle	Shawano County
Tom Kautza	Shawano County
Aaron Jenson (Alt. for Brian Smith).....	Waupaca County
DuWayne Federwitz	Waupaca County
Jerry Bougie (Alt. for Jon Doemel)	Winnebago County
Mark Rohloff (Alt for Matt Mugerauer).....	Winnebago County
David Albrecht (Alt. for Tom Egan).....	Winnebago County
Robert Keller.....	Winnebago County

Commission Members Excused:

David DeTroye (Alt. for Tom Reinl)	Calumet County
Sam Kaufman	Fond du Lac County
Nadine Miller.....	Outagamie County
Steve Gueths	Shawano County
Robert Schmeichel	Winnebago County
Ronald McDonald	Ex-Officio Member

ECWRPC Staff:

Melissa Kraemer Badtke	Executive Director
Craig Moser	Deputy Director
Sara Otting.....	Controller
Joe Stephenson.....	Senior Planner
Colin Kafka	Associate Planner
Chris Colla	Associate Planner
Brice Richardson	Associate Planner
Casey Peters	GIS Analyst 1
Leann Buboltz.....	Administrative Coordinator

3. **Public Comment** – There was no one in attendance for public comment.
4. **Approval of Agenda / Motion to Deviate** - A motion was made by Mr. Federwitz and second by Mr. Caldwell to approve of the agenda as presented. Motion carried unanimously.
5. **Approval of the Minutes** of the January 24, 2024 Full Commission Meeting. A motion was made by Vice Chair Connors and second by Mr. Hammen to approve of the minutes as presented. Motion carried.

6. Announcements and Reports

- A. **Director's Report** – Ms. Kraemer Badtke shared with the members highlights from the following areas; *list not all inclusive*.
Commissioner Update – Ms. Kraemer Badtke announced the passing of Commissioner Dick Koeppen. He served on the Commission Board for 20 years representing Waupaca County. Mr. Koeppen also served as Commission Chair from 2008-2009.

Staffing Updates: **Staff Transition** – Ms. Kraemer Badtke shared with the members that we received a resignation from one of the Associate Transportation Planners, Abby Mader. She noted that Ms. Kate Blackburn, who had been working with us in an LTE role, has accepted this position. We'll also be moving forward with posting for the new, Part Time MPO Administrative/Communications Coordinator Position. This position is driven by the MPO Policy Board being separated out as a separate board.

Annual Report – Staff are working to finalize the Annual Report for presentation at the May Commission Board meeting.

Safe Routes to School – Jennie Mayer received notice that they were awarded a \$5,000 grant from Fox Cities Greenways to be used for the purchase of new bikes to help assist in the education of bicycle safety.

Marquette County Strategic Planning Request – Staff have received a request from Marquette County for assistance with a strategic planning initiative. Staff will be evaluating this request, and more broadly non-member county services, in the context of the results of the SERDI assessment moving forward.

DNR Workshop - Staff attended a DNR workshop last week focused on implementing Environmental Justice and Equity into the Water Quality Management program. Additional funding through DNR will be available for various efforts aligned with these priorities. Staff will be evaluating this opportunity and may bring a work plan amendment forward aligned with these priorities.

Appleton TMA Certification Letter and Summary Report. – Ms. Kraemer Badtke reported that staff received the Appleton TMA Certification Letter and Summary Report. She noted that staff continues to work on the corrective actions including the development of the new policy board structure for the MPOs. Also noted is the CMP timeline and the MTP are currently in development.

7. Special Order of Business

- A. 2023 Draft audited financials presented by Sara Otting-Controller on behalf of CLA. Ms. Otting gave a brief overview of the findings reported by CLA. She noted that ECWRPC received a clean audit, having no issues. A copy of the Financial report and audit is available upon request.

A motion was made by Mr. Kautza and a second by Mr. Rohloff to receive the 2023 Financial Audit and to place on file. Motion carried unanimously.

- B. SERDI Board Assessment Update – Jim Youngquist thanked the Commission for participating in the surveys. He presented to the Commissioners the findings of a week-long secession with focus groups held with member and non-member counties alike. Mr. Youngquist noted that he

held a focus group with East Central staff of which he found that even with the recent turnover rate, this young staff has excellent work ethic. He shared that he will present additional findings in May 2024 to new and existing Commission members. One of the discussion points visited multiple times was the lack of awareness others have of ECWRPC as well as the need for a formal orientation process. Another point of interest is reviewing the balance between the urban and rural areas of the region. Mr. Youngquist touched upon the needs of additional housing and broadband. He noted that this region is rare having three Metropolitan Planning Organization's. He will be presenting a full presentation of his findings and recommendations at the May 2024 Commission meeting.

8. Business

A. Executive Committee –

1. Approval of the minutes for the January 17, 2024 and February 21, 2024. A motion was made by Mr. Kautza and second by Mr. Woodford to approve of the minutes for the January 17, 2024 and February 21, 2024 as presented. Motion carried unanimously.
2. Resolution 08-24: Adopting an updated Financial Policies and Procedures Manual for East Central Wisconsin Regional Planning Commission. Ms. Otting reported that staff recently updated the Financial Policies and Procedures Manual for the Commission. She noted that in the past, there were several policies that were reviewed and approved individually and were added haphazardly to the manual. Also found was inconsistency as it was recorded that the Executive Director could approve contracts that were \$15,000 or less but in another document the Director could approve local contracts that were \$25,000 or less. Ms. Otting noted that upon this consolidation of approved policies and procedure, staff will take the opportunity to update this Manual annually.

A motion was made by Mr. Johnson and a second by Mr. Englebert to approve of the Resolution 08-24: Adopting an updated Financial Policies and Procedures Manual for East Central Wisconsin Regional Planning Commission as presented. Motion carried unanimously.

3. Resolution 18-24: Authorizing the Executive Director of the Commission to Enter into an Office Lease Amendment and a New Lease Agreement with the Gilbert Development Company, LLC for Space at 400 Ahnaip Street, Suite 100; Menasha. Ms. Kraemer Badtke shared with the Commission members that at this time, with the increasing number of projects that staff are working on, leadership decided it was in the best interest to remain at the current location. She noted that the lease amendment would allow the Commission to get out of the lease early with no penalty. And, while there is a slight increase in the lease payment, it is still relatively minimal compared to the lease payment in 2019. Ms. Kraemer Badtke reported that they are working with the landlord on needed maintenance updates and improvements to the building, to be completed at the property owners' expense.

A motion was made by Mr. Hammen and a second by Mr. Johnson to approve of Resolution 18-24: Authorizing the Executive Director of the Commission to Enter into an Office Lease Amendment and a New Lease Agreement with the Gilbert Development Company, LLC for Space at 400 Ahnaip Street, Suite 100; Menasha. Motion carried unanimously.

4. Resolution 19-24: Authorizing the Executive Director to Enter into Contract for Professional Services with HNTB Corporation for Travel Demand Model Training. Mr. Casey Peters and East Central staff conducted a request for proposals for the Travel Demand Modeling services and ultimately selected HNTB as the consultant. He shared that the contract would be through the end of October 2024 and would not exceed \$60,000. Mr. Peters shared that the consultant will be providing training both, in person and virtual to the staff members on the Travel Demand Model. Also noted was HNTB will also be developing training materials to be made available as part of the onboarding process for new staff.

A motion was made by Mr. Moore and a second by Mr. Kautza to approve of Resolution 19-24: Authorizing the Executive Director to Enter into Contract for Professional Services with

HNTB Corporation for Travel Demand Model Training as presented. Motion carried unanimously.

5. Resolution 20-24: Authorizing the Executive Director of the Commission to Enter into a Contract with Traffic Analysis & Design Inc. for the Safe Routes to School Program. Ms. Jennie Mayer of the Safe Routes to School team issued a request for proposals to conduct a built environment and active transportation study. She noted that three proposals were received and scored with the selection team choosing TADI as the preferred consultant.

A motion was made by Vice Chair Connors and a second by Mr. Albrecht to approve of Resolution 20-24: Authorizing the Executive Director of the Commission to Enter into a Contract with Traffic Analysis & Design Inc. for the Safe Routes to School Program. Motion carried unanimously.

6. Resolution 21-24: Amending the 2024 Transportation Section of the 2024 Work Program and Budget for the East Central Wisconsin Regional Planning Commission. Ms. Kraemer Badtke gave a brief overview of the amendment request. She noted that staff anticipates that the redesignation process for the Appleton MPO Policy Board and the Oshkosh MPO Policy Board will cost the Commission approximately \$80,000-\$100,000. Ms. Kraemer Badtke reported the approximate total costs based on the expenses incurred through February 2024 of \$25,000. Staff is recommending the approval of the amendments to the Transportation Work Program and Budget to adjust the Administration Work Program element by adjusting program deliverables (no additional tax levy money is being used). <https://www.ecwrpc.org/wp-content/uploads/2024/03/Draft-Transportation-Work-Program-and-Budget-Amended.pdf>

A motion was made by Mr. Albrecht and a second by Mr. Capelle to approve of Resolution 21-24: Amending the 2024 Transportation Section of the 2024 Work Program and Budget for the East Central Wisconsin Regional Planning Commission as presented. Motion carried unanimously.

7. Resolution 22-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Appleton (Fox Cities) MPO Policy Board Structure. Mr. Craig Moser gave a brief overview of the member discussion that took place at the January Commission meeting. He shared that ECWRPC will need to begin the redesignation process to work with communities within the Appleton MPO. Mr. Moser also noted that this resolution would authorize the work to begin with the communities requesting them to draft a resolution of support and begin the process of approvals with each of the respective municipalities.

A motion was made by Mr. Rohloff and a second by Mr. Caldwell to approve of Resolution 22-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Appleton (Fox Cities) MPO Policy Board Structure as presented. Motion carried unanimously.

8. Resolution 23-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Oshkosh MPO Policy Board Structure. Mr. Craig Moser gave a brief overview of the member discussion that took place at the January Commission meeting. He shared that ECWRPC will need to begin the redesignation process to work with communities within the Oshkosh MPO. Mr. Moser also noted that this resolution would authorize the work to begin with the communities requesting them to draft a resolution of support and begin the process of approvals with each of the respective municipalities.

A motion was made by Mr. Hammen and a second by Mr. Woodford to approve Resolution 23-24: Authorizing the Executive Director and East Central Staff to Engage Communities and Partner Organizations in the Process of Redesignation of the Oshkosh MPO Policy Board Structure as presented. Motion carried unanimously.

9. Resolution 24-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Colin Kafka reported that the Commission approved the Comprehensive Safety Action Plan for the Appleton and Oshkosh MPO in January 2024. He shared that the notice of funding opportunity was released and FHWA is now requiring that all of the items within the self-certification be included in the Comprehensive Safety Action Plan, which includes an endorsement by the policy board of the Eventual Goal of Zero Roadway Fatalities and Serious Injuries. Mr. Kafka noted that it is anticipated that a couple of communities within the Appleton MPO will be looking to apply for the Demonstration fund and/or Implementation funds for this funding opportunity.

A motion was made by Ms. Schneider and a second by Mr. Moore to approve of Resolution 24-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

10. Resolution 25-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Oshkosh Metropolitan Planning Organization. Mr. Colin Kafka reported that the Commission approved the Comprehensive Safety Action Plan for the Appleton and Oshkosh MPO in January 2024. He shared that the notice of funding opportunity was released and FHWA is now requiring that all of the items within the self-certification be included in the Comprehensive Safety Action Plan, which includes an endorsement by the policy board of the Eventual Goal of Zero Roadway Fatalities and Serious Injuries. Mr. Kafka noted that it is anticipated that a couple of communities within the Oshkosh MPO will be looking to apply for the Demonstration fund and/or Implementation funds for this funding opportunity.

A motion was made by Mr. Rohloff and a second by Mr. Keller to approve of Resolution 25-24: Endorsing the Eventual Goal of Zero Roadway Fatalities and Serious Injuries for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

11. Resolution 26-24: Authorizing the Commission to Submit and Support an Application for FHWA Prioritization Process Pilot Program (PPPP) Grant Funding. Mr. Chris Colla shared that based on the Appleton TMA Certification Review, the FHWA has encouraged East Central staff to apply for the Prioritization Process Pilot Program Grant Funding. He noted that the Grant is 100% funded and would provide additional resources to link the Metropolitan Transportation Plan, the Congestion Management Process, and the Transportation Improvement Program to each other along with developing new criteria for various funding programs that the Appleton MPO has. Mr. Colla reported that once this program is developed for the Appleton TMA, the same could be applied to the Oshkosh and Fond du Lac MPOs as well.

A motion was made by Vice Chair Connors and a second by Mr. Kautza to approve of Resolution 26-24: Authorizing the Commission to Submit and Support an Application for FHWA Prioritization Process Pilot Program (PPPP) Grant Funding as presented. Motion carried unanimously.

B. Economic Development Committee

1. Staff Update – Information only, no action needed.

C. Environmental Management Committee

1. Staff Update – Information only, no action needed.

D. Transportation Committee

1. Approval of the Minutes for January 9, 2024 Meeting. A motion was made by Mr. Keller and a second by Mr. Hammen to approve of the Minutes for January 9, 2024 Meeting as presented. Motion carried unanimously.

2. Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the Metropolitan Planning Organization (MPO) Policy Board has the opportunity to adjust the urban area boundary from the information provided by the US Census Bureau. He noted that East Central staff has worked with the Appleton (Fox Cities) MPO Technical Advisory Committee and WisDOT to adjust this boundary. The adjusted boundary was approved by the Appleton (Fox Cities) Technical Advisory Committee.

A motion was made by Mr. Federwitz and a second by Mr. Kesler to approve of Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

3. Resolution 12-24: Adopting the Adjusted 2020 Urban Area Boundary for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the Metropolitan Planning Organization (MPO) Policy Board has the opportunity to adjust the urban area boundary from the information provided by the US Census Bureau. He noted that East Central staff has worked with the Oshkosh MPO Technical Advisory Committee and WisDOT to adjust this boundary (Village of Sherwood is currently located outside of the boundary area). The adjusted boundary was approved by the Oshkosh Technical Advisory Committee.

A motion was made by Mr. Hammen and a second by Mr. Rohloff to approve of Resolution 11-24: Adopting the Adjusted 2020 Urban Area Boundary for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

4. Resolution 13-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the MPO Policy Board has the opportunity to adjust the Metropolitan Planning Area boundary from the information provided by the US Census Bureau. He reported that there is a notable change in the boundary in the Town of Neenah, where the Oshkosh MPO's Urban Area Boundary and Metropolitan Planning Area have advanced into the Appleton (Fox Cities) Metropolitan Planning Area (MPA). He also noted that East Central staff has worked with the Appleton (Fox Cities) MPO Technical Advisory Committee and WisDOT to adjust this boundary. The proposed boundary map was approved at the March 4, 2024 Appleton MPO Technical Advisory Committee meeting.

A motion was made by Mr. Woodford and a second by Mr. Moore to approve of Resolution 13-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

5. Resolution 14-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that every 10 years, the Metropolitan Planning Organization Policy Board has the opportunity to adjust the Metropolitan Planning Area boundary from the information provided by the US Census Bureau. He reported that there is a notable change in the boundary in the Town of Neenah, where the Oshkosh MPO's Urban Area Boundary and Metropolitan Planning Area have advanced into the Appleton (Fox Cities) Metropolitan Planning Area. He also noted that East Central staff has worked with the Oshkosh MPO Technical Advisory Committee and WisDOT to adjust this boundary. The proposed boundary map was approved at the March 5, 2024 Oshkosh MPO Technical Advisory Committee meeting.

A motion was made by Mr. Kautza and a second by Mr. Jenson to approve of Resolution 14-24: Adopting the Adjusted 2020 Metropolitan Planning Area Boundary for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

6. Resolution 15-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Metropolitan Planning Organization. Mr. Casey Peters shared with the members that projects needing to be amended into the TIP must be assigned new TIP

numbers as well as be considered in the Appleton (FC) MPO's fiscal constrain table. He noted that the projects must fall into two categories that first includes general reconstruction and maintenance of the transportation network. They include;

- TIP # 252-22-012 – NHPP, IH 41, Wrightstown SWEF 34/Post-Bldg.: Updated funding
- TIP # 252-22-052 – NHPP, IH 41, Expansion: Updated funding and state project IDs
- TIP # 252-22-057 – NHPP, IH 41, Expansion: Updated funding and state project IDs
- TIP # 252-23-015 – NHPP, STH 441 Interchange: Updated funding
- TIP # 252-23-016 – NHPP, STH 441 & CTH OO Interchange: Updated funding and date
- TIP # 252-23-017 – NHPP, STH 441 & CTH N Interchange: Updated funding
- TIP # 252-23-018 – NHPP, IH 41, STH 55 Interchange: Updated funding and date
- TIP # 252-23-019 – NHPP, IH 41, Maloney Rd: Updated date
- TIP # 252-23-045 – NHPP, IH 41, Ballard Rd Interchange: Updated funding
- TIP # 252-23-046 – NHPP, IH 41, Railroad Structures: Updated funding
- TIP # 252-23-047 – NHPP, IH 41, French Rd Overpass: Updated funding and date
- TIP # 252-23-063 – NHPP, STH 47, 9th Street to NCL: Updated funding and scope
- TIP # 252-23-071 – NHPP, IH 41, Wrightstown SWEF 34/Post-Site: Updated funding

The second category includes transit programs (Section 5310 funding) These include;

- TIP # 252-24-026 – Section 5310, ADVOCAP, Inc: Operating assistance
- TIP # 252-24-027 – Section 5310, Brooke Industries, Inc: Vehicle replacement
- TIP # 252-24-028 – Section 5310, County of Calumet: Vehicle replacement
- TIP # 252-24-029 – Section 5310, County of Calumet: Operating assistance
- TIP # 252-24-030 – Section 5310, Lutheran Social Services: Mobility management
- TIP # 252-24-031 – Section 5310, Lutheran Social Services: Operating assistance
- TIP # 252-24-032 – Section 5310, New Hope Center, Inc: Mobility Management
- TIP # 252-24-033 – Section 5310, New Hope Center, Inc: Mobility Management

A motion was made by Vice Chair Connors and a second by Mr. Kautza to approve of Resolution 15-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

7. Resolution 16-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Oshkosh Metropolitan Planning Organization. Mr. Casey Peters shared with the members that the Wisconsin Department of Transportation (WisDOT) has requested TIP Numbers on multiple new projects in the 2024-2027 funding cycle. These projects need to be amended into the TIP to receive the TIP numbers required for federal funding. These projects consist of Section 5310 funds, which provide enhanced mobility of seniors and individuals with disabilities within the Oshkosh MPO.

These projects include:

- TIP # 253-24-011 – Section 5310, ADVOCAP Inc: Operating Assistance
- TIP # 253-24-012 – Section 5310, Brooke Industries Inc: Vehicle Replacement
- TIP # 253-24-013 – Section 5310, Lutheran Social Services: Mobility Management
- TIP # 253-24-014 – Section 5310, Lutheran Social Services: Operating Assistance

A motion was made by Mr. Hammen and a second by Mr. Caldwell to approve of Resolution 16-24: Amending the 2024-2027 Transportation Improvement Program (TIP) for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

8. Resolution 17-24: Approving the 2024-2029 Surface Transportation Block Grant-Urban Project for the Oshkosh Metropolitan Planning Organization. Ms. Kraemer Badtke shared that the Surface Transportation Block Grant (STBG) - Urban Program Cycle for 2024-2029 program cycle opened on June 3, 2023 and closed on October 27, 2023. She noted that STBG projects are funded up to 80% federal funding and 20% local match, with a requirement that selected projects must be at least 50% federally funded.

The Oshkosh MPO had two projects that were submitted:

- City of Oshkosh: Jackson Street – Marion to High Avenue
 - Total construction cost: \$3,757,835
 - Total participating cost: \$2,212,835
 - Federal funding request: \$1,547,702 (69.9%)
- City of Oshkosh: Oregon Street – 6th Avenue -8th Avenue
 - Total construction cost: \$1,708,446

- Total participating cost: \$941,721
- Federal funding request: \$649,883 (69%)

The total allocation for this cycle for the Oshkosh MPO is \$2,197,585; the total amount of Federal funding requested from both projects equals that amount. The requested Federal funding amount for the Jackson Street project is 69.9% of the total participating costs; for the Oregon street project the requested Federal funding amount is 69% of the total participating costs. Both projects fall within the Federally-mandated 50% - 80% range.

A motion was made by Mr. Caldwell and a second by Mr. Jenson to approve of Resolution 17-24: Approving the 2024-2029 Surface Transportation Block Grant-Urban Project for the Oshkosh Metropolitan Planning Organization as presented. Motion carried unanimously.

9. Other Business

- A. Service Awards. Ms. Kraemer Badtke presented an Outstanding Service and Dedication awards to Chairman Jeff Nooyen and Commissioner David Albrecht. The awards acknowledged their years of dedicated service to the East Central WI Regional Planning Commission.

10. Establish Time and Place for Next Commission Meeting.

- A. The next Commission Meeting will be held at 10:00 a.m. on Wednesday, May 23, 2024. The meeting will be held in person at the City of Menasha – Menasha City Center. Meeting materials will be forthcoming.

11. Adjourn – A motion was made by Mr. Rohloff and second by Mr. Moore to adjourn

Respectfully submitted by
Leann Buboltz – Administrative Coordinator
ECWRPC