



MEETING NOTICE
QUARTERLY COMMISSION MEETING
East Central Wisconsin Regional Planning Commission

Date: May 23, 2024
Time: 10:00 a.m. *Immediately following* the Annual Board Meeting
Place: In Person, at Menasha City Center 100 Main Street – Room 133, Menasha, WI 54952

1. **Call to Order** – Chair Connors called the meeting to order with the time noted at 10:00 a.m. City of Menasha-Mayor Hammond thanked the members for their service and welcomed everyone to the City of Menasha.
2. **Roll Call**
 - A. Mayor Hammond welcomed the Commission Board members to the City of Menasha.
 - B. Introduction of Alternates and Guests –Commissioner

Commission Members Present:

Alice Connors	Calumet County
Nick Kesler.....	Calumet County
David DeTroye (Alt. for Tom Reinl)	Calumet County
Tom Buchholz.....	Wisconsin Department of Transportation Region - Ex-Officio Member
Joe Moore (Alt. for Tiffany Brault).....	Fond du Lac County
Dean Will (Perm Alt for Steve Abel)	Fond du Lac County
Brenda Schneider	Fond du Lac County
Jeremy Johnson (Perm Alt. for Elizabeth Moses)	Menominee County
Gene Caldwell	Menominee County
Denise Gilane	Menominee County
Kevin Englebert (Perm Alt. for Thomas Nelson)	Outagamie County
Jake Woodford.....	Outagamie County
Dan Gabrielson.....	Outagamie County
Karen Lawrence.....	Outagamie County
Lee Hammen	Outagamie County
Ken Capelle	Shawano County
DuWayne Federwitz	Waupaca County
Dave Morack.....	Waupaca County
Brian O’Rourke for Jerry Bougie (Perm Alt. for Jon Doemel).....	Winnebago County
Mark Rohloff (Perm Alt. for Matt Mugerauer)	Winnebago County
Nate Gustafson (Perm Alt. for Tom Egan)	Winnebago County
Robert Schmeichel	Winnebago County
Austin Hammond	Winnebago County

Commission Members Excused:

Sam Kaufman	Fond du Lac County
Tom Kautza	Shawano County
Matt Pleshek	Shawano County
Aaron Jenson (Alt. for Brian Smith).....	Waupaca County
Ronald McDonald	Valley Transit - Ex-Officio Member

ECWRPC Staff/Guest:

Melissa Kraemer Badtke	Executive Director
Craig Moser	Deputy Director
Sara Otting.....	Controller
Jennie Mayer	Senior Planner - SRTS Coordinator
Kim Dieck.....	Associate Planner – SRTS
Kia Kling.....	Associate Planner - SRTS
Joe Stephenson.....	Senior Planner -SSA
Scott Konkle.....	Senior Planner – NR 135

Brenna Root Whitby	Associate Planner – Transportation
Kate Blackburn	Associate Planner - Transportation
Colin Kafka	Associate Planner – Economic Development
Chris Colla	Associate Planner - Transportation
Brice Richardson	Associate Planner - Transportation
Mike Zuege	GIS Manager
Rachel Roth	GIS Analyst 1
Casey Peters	GIS Analyst 1
Leann Buboltz.....	Administrative Coordinator
Jim Youngquist	SERDI - Presenter

3. **Public Comment** – There was no public comment.

4. **Approval of Agenda / Motion to Deviate** - A motion was made by Mr. Hammen and second by Mr. Morack to approve of the agenda as presented. Motion carried unanimously.

5. **Approval of the Minutes** of the March 28, 2024 Full Commission Meeting. A motion was made by Mr. Rohloff and second by Mr. Moore to approve of the minutes as presented. Motion carried.

6. **Announcements and Reports**

A. Director’s Report –Highlights were presented from the following program areas; *list not all inclusive*. **Appleton (Fox Cities) Transportation Management Area (TMA) Agreement:** Ms. Kraemer Badtke shared with the members that over the past two years, East Central staff has been working with the Wisconsin Department of Transportation and the Federal Highway Administration regarding an agreement between the Metropolitan Planning Organizations. She noted that the agreement focuses on additional communication and transparency regarding the Surface Transportation Block Grant – Urban and Transportation Alternatives (TA Set-aside) Programs.

B. **Appleton (Fox Cities) MPO/Oshkosh MPO Redesignation of Policy Board:** Ms. Kraemer Badtke reported that East Central staff has been implementing the separation of the Appleton (Fox Cities) MPO Policy Board where currently, the Commission Board serves as the Policy Board. Staff continues to work with local communities to approve a resolution in support of the new policy board structure as well as working with legal counsel and WisDOT to finalize the redesignation agreement.

7. **Special Order of Business**

A. Commission Board Orientation Ms. Kraemer Badtke and Mr. Moser presented an overview of the history of the Commission and information regarding the Core Programs, MPO’s and Financials as well as giving the members a brief orientation using the Commission Handbook. Mr. Moser introduced the staff involved in the Core Program areas.

B. SERDI Board Assessment – Discussion on Draft Recommendation Mr. Jim Youngquist presented to the Commissioners the findings of a week-long secession with focus groups held with both member and non-member counties. He noted that a complete record report of the assessment process was provided to ECWRPC. The report included the online and focus group proceedings from all participants along with specific recommendations with action steps, responsible parties, timeframes for implementation, and resources needed. Mr. Youngquist noted that a repeated discussion heard was the lack of awareness others have of ECWRPC as well as the need for a formal orientation process. Ms. Kraemer Badtke indicated that staff plans to meet with, member and non-member, communities and bring back the information obtained from the local meetings at the October 2024 Commission meeting for further discussion. It was also noted from member discussion, the importance of including both the urban and rural area issues and opportunities.

8. **Business**

A. **Executive Committee** –

1. Approval of the Minutes for March 20, 2024 Meeting. A motion was made by Mr. Morack and a second by Mr. Johnson to approve of the minutes as presented. Motion carried unanimously.

2. 1st Quarter – 2024 Financial Report. Ms. Otting, Controller presented the 1st Quarter 2024 Financial Report. A motion was made by Mr. Will and a second by Mr. Gabrielson to receive the 1st Quarter – 2024 Financial Report and place on file. Motion carried unanimously. *A copy of the report is available upon request.*
3. 1st Quarter – 2024 Work Program Report. Ms. Otting, Controller presented the 1st Quarter – 2024 Work Program Performance Report. A motion was made by Mr. Morack and a second by Ms. Schneider to receive the 1st Quarter – 2024 Work Program Report and place on file. Motion carried unanimously. *A copy of the report is available upon request.*
4. **Resolution 27-24:** Amending the 2024-2028 Appleton (Fox Cities) Metropolitan Planning Organization Transportation Improvement Program. Mr. Casey Peters gave a brief overview. He noted that the changes are being made to reflect updates made between WisDOT and the project sponsor. These projects require an amendment to ensure the MPO's TIP process remains within federal compliance and are categorized as either Major Amendments, Minor Amendments, or Administrative Modifications.

The project details are as follows:

Major Amendments

- TIP # 252-20-037 – WIS 76 / School Rd Intersection, NHPP: Change funding type, moved LET to 2023, to be removed
- TIP # 252-20-038 – IH41 / Breezewood – STH 15, NHPP: Moved LET to 2023, to be removed.
- TIP # 252-20-054 – Olde Oneida St, South Mill Race Bridge, STBG: Moved to 2025
- TIP # 252-20-056 – CTH P, STH 47 – Midway Rd, STBG: slight change in funding amount
- TIP # 252-20-057 – Racine St, Third to Ninth St, STBG: moved construction funding to different State project ID.
- TIP # 252-20-063 – USH 10, STH 114 – CTH N, NHPP: added back into program cycle
- TIP # 252-20-064 – WIS 96, WCL – Appleton, State Funds: removed federal funds from project
- TIP # 252-20-065 – WIS 76, CTH II – Shady Lane, STBG: move to 2024, reduction in fed funding
- TIP # 252-21-011 – STH 96, Claribel St – CTH JJ, STBG: LET moved to 2023, can be removed
- TIP # 252-21-012 – STH 96, CTH JJ – CTH D. STBG: LET moved to 2023, can be removed
- TIP # 252-21-014 – Wisconsin Ave, Casaloma Dr – Badger Ave, NHPP: federal funding split between NHPP, HSIP
- TIP # 252-21-015 – STH 15/STH 76, CTH JJ – CTH T, State Funds: federal funding removed
- TIP # 252-22-001 – STH 15/STH 76, CTH JJ – CN RR Xing 1818837Y: federal funding removed
- TIP # 252-22-002 – STH 15/STH 76, Everglade Rd – CTH JJ, STBG: increase in federal & state funding, addition of local funding
- TIP # 252-22-003 – STH 55, USH 10 – Ridgecrest Lane, STBG: funding moved to 2028, to be moved to illustrative
- TIP # 252-22-012 – IH41, Wrightstown SWEF 34/Post-building, State Funds: reallocated federal funding to state funding
- TIP # 252-22-252 – IH41, Various projects, NHPP: split out grouped IH41 projects into individual State IDs, significant change in federal funding across these projects
- TIP # 252-22-053 – Buchanan Rd, Apple Creek Bridge, STBG – Local Bridge: change in LET year
- TIP # 252-22-055 – Farrell Rd, Apple Creek Bridge, STP – Local Bridge: updated funding type and amount
- TIP # 252-022-057 – IH41 Expansion, Various Projects, NHPP: Split grouped projects into individual state IDs, significant changes in federal funding across these projects
- TIP # 252-22-058 – CTH KK, Kankapot Creek Bridge, STBG – Local Bridge: major reduction in federal funding
- TIP # 252-22-064 – Lawe St, College Ave to Wisconsin Ave, STBG: project LET moved from 2026 to 2025
- TIP # 252-23-006 – STH 76, Larsen Rd Intersection, HSIP & NHPP: split federal funding sources, change in funding total, change in LET year
- TIP # 252-23-007 – USH 10, STH 114 – Fire Lane 7, NHPP: Change project description, slight change in funding
- TIP # 252-23-009 – STH 114, Melissa Street – USH 10, NHPP: to be removed
- TIP # 252-23-017 – CTH N, CTH N Interchange B440179, State Funds: federal funding removed
- TIP # 252-23-044 – IH41, STH 96 – CTH F, NHPP: re-added from previous year TIP
- TIP # 252-23-046 – IH41, Railroad Structures, NHPP: change in LET year, slight change in amount
- TIP # 252-23-049 – IH41, CTH Y – Breezewood Lane, NHPP: re-added to program cycle
- TIP # 252-23-053 – Racine Street, Racine WCL RR Xing Sig/Gate: added construction funds for 3rd to 9th to match State Project ID
- TIP # 252-23-059 – City of Kaukauna – Street Lighting, CRP: re-added to program cycle
- TIP # 252-23-060 – City of Menasha – Street Lighting, CRP: re-added to program cycle
- TIP # 252-23-062 – Outagamie County – Smart Traffic Control, CRP: re-added to program cycle
- TIP # 252-23-068 – City of Menasha – Feasibility Study, TAP: re-added to program cycle
- TIP # 252-23-069 – Village of Harrison – Feasibility Study, TAP: re-added to program cycle
- TIP # 252-23-071 – IH41 – Wrightstown SWEF 34/Post-site, NHPP: increase in federal funds
- TIP # 252-24-024 – STH 76, STH 15 – CTH S, STBG & HSIP: split federal funding
- TIP # 252-24-034 – Marcella St Trail, Foxy RR Xing 179987G, Locally Funded

Minor Amendments

- TIP # 252-24-035 – CTH A, CTH JJ Intersection, HSIP: new project design

Administrative Modifications

- TIP # -252-20-055 – E County Line, Kavanaugh Rd to Outagamie Rd, STBG: moved up construction date
- TIP # 252-21-010 – STH 55, USH 151 to STH 114, STBG: slight increase in funding
- TIP # 252-22-054 – Spencer Street, Nicolet Rd – Bluemound Dr, STBG: update in construction date

A motion was made by Mr. Will and a second by Mr. Englebert to approve of **Resolution 27-24:** Amending the 2024-2027 Appleton (Fox Cities) Metropolitan Planning Organization Transportation Improvement Program as presented. Motion carried unanimously.

5. **Resolution 28-24:** Amending the 2024-2028 Oshkosh Metropolitan Planning Transportation Improvement Program. Mr. Peters noted that this is similar to the Res 27-24 within the Oshkosh Metropolitan Planning area.

The project details are as follows:

Major Amendments

- TIP # 253-19-037 – USH 45/Fond du Lac-Oshkosh, NHPP: Slight change in date, slight change in funding amount, split federal funding sources
- TIP # 253-19-037 – USH 45/Fond du Lac-Oshkosh, HSIP: Change in date, slight change in funding amount, split federal funding sources
- TIP # 253-20-031 – WIS 91/ Berlin – Oshkosh, PROTECT: Change in funding source, slight increase in funding
- TIP # 253-20-032 – CTH I, STGB: Update local funding match for storm/sewer agreement, increase greater than \$1 million in local funds
- TIP # 253-21-010 – STH 91/Berlin-Oshkosh, STGB: Split federal funding, change in construction date (within same year), slight decrease in funding
- TIP # 253-21-010 – STH 91/Berlin-Oshkosh, HSIP: Split federal funding, change in construction date (within same year), slight decrease in funding
- TIP # 253-21-025 – STH 91, STGB: Construction moved to 2023, remove from TIP table
- TIP # 253-22-022 – STH 91, NHPP: Federal funding removed
- TIP # 253-23-003 – STH 21, Omro-Oshkosh, STGB: Split federal funding sources, construction date moved to 2025
- TIP # 253-23-003 – STH 21, Omro-Oshkosh, HSIP: Split federal funding sources, construction date moved to 2025
- TIP # 253-23-004 – STH 21, Omro-Oshkosh, STGB: Split federal funding, construction date advanced
- TIP # 253-23-004 – STH 21, Omro-Oshkosh, HSIP: Split federal funding, construction date advanced
- TIP # 253-23-021 – IH 41, Oshkosh-Appleton, HSIP: Slight change in funding amount, addition of HSIP federal funding
- TIP # 253-23-022 – IH 41, Fond du Lac-Oshkosh: Funding moved to 2028, to be removed

Administrative Modifications

- TIP # 253-21-009 – USH 45/Main St., NHPP: Increase in funding amount less than \$1 million, change in date (within same year)
- TIP # 253-22-005 – IH 41, Oshkosh-Appleton, NHPP: Very slight increase in funds
- TIP # 253-22-031 – STH 44, Wisconsin St., C Oshkosh, NHPP: Slight increase in funding, construction date moved to 2027
- TIP # 253-23-002 – STH 21, Omro-Oshkosh, NHPP: Construction moved to 2025
- TIP # 253-23-005 – STH 21, Omro-Oshkosh, NHPP: Construction moved to 2025, slight change in funding

A motion by Mr. Rohloff and a second by Mr. Moore to approve **Resolution 28-24:** Amending the 2024-2027 Oshkosh Metropolitan Planning Transportation Improvement Program as presented. Motion carried unanimously

6. **Resolution 29-24:** Approval of the 2024-2028 Transportation Alternatives Set Aside Program Projects for the Appleton (Fox Cities) MPO. Ms. Kraemer Badtke reported a five applications were received for review. Upon review staff recommends awarding the Safe Routes to School program (within Appleton MPO only) at 80% federal funding, the Town of Grand Chute's STH 96/W Wisconsin Avenue Sidewalk project at 80% design and 80% eligible construction costs, and the Village of Harrison's Old Highway Road Trail at 80% design 60% eligible construction costs.

A motion by Mr. Woodford and a second by Mr. Federwitz to approve of **Resolution 29-24:** Approval of the 2024-2028 Transportation Alternatives Set Aside Program Projects for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

7. **Resolution 30-24:** Approval of the 2024-2029 Surface Transportation Block Grant-Urban Projects for the Appleton (Fox Cities) Metropolitan Planning Organization. Ms. Kraemer Badtke noted that every two years there is a program solicitation to award funding through the Surface Transportation Block Grant Urban Program (STBG) for 2024-2029. Staff recommends approving the selection of the City of Kaukauna – Kenneth Avenue project which will be funded up to \$ 4,191,027 in federal funding with design in FY 2026 and construction in FY 2029.

A motion was made by Mr. Will and a second by Mr. Rohloff to approve of **Resolution 30-24:** Approval of the 2024-2029 Surface Transportation Block Grant-Urban Projects for the Appleton (Fox Cities) Metropolitan Planning Organization as presented. Motion carried unanimously.

8. **Resolution 31-24:** Authorizing the Executive Director to Enter into a Contract with CPCS, Inc. and Brown County for the Intermodal Freight Facility Study – Phase 2 Project. Ms. Kraemer Badtke reported to the members that in 2020, East Central staff worked with the Green Bay MPO and other partner organizations on the Intermodal Freight Facility Study. She noted that at that time, the Commission received a Freight Railroad infrastructure improvement program grant to conduct an intermodal freight facility study to identify interest in creating an intermodal freight facility in Northeastern WI. It was reported that additional data and information was needed regarding inbound and outbound commodity flows. Green Bay MPO and East Central have been working collectively to develop a phase 2 project.

Ms. Kraemer Badtke shared that the Commission went out for one RFP and didn't receive any responses. Next, the Commission staff went out for a second solicitation and one proposal was submitted and ultimately selected. She noted that this will be a third-party agreement between CPCS and Green Bay MPO. Green Bay MPO will be contributing ~\$100,000 and the Commission serving as the Appleton (Fox Cities)/Oshkosh MPO will be contributing ~\$80,000.

A motion was made by Mr. Capelle and a second by Mr. Caldwell to approve of **Resolution 31-24:** Authorizing the Executive Director to Enter into a Contract with CPCS, Inc. and Green Bay Metropolitan Planning Organization (Brown County) for the Intermodal Freight Facility Study – Phase 2 Project as presented. Motion carried unanimously.

9. **Resolution 32-24:** Approval of the 2023 East Central Wisconsin Region State of the System Report. Ms. Rachel Roth presented the East Central Wisconsin State of the System Report, which she noted, is updated on an annual basis by East Central Wisconsin Regional Planning Commission transportation and GIS staff. She shared that the report is designed to evaluate the status of the transportation system and track the progress of performance measures through datasets and maps for Calendar Year 2023. This is the second year of updating the report.

Upon review a motion was made by Mr. Morack and second by Mr. Will to approve of **Resolution 32-24:** Approval of the 2023 East Central Wisconsin Region State of the System Report as presented. Motion carried unanimously.

B. Economic Development Committee

1. No business items.

C. Environmental Management Committee

1. No business items.

D. Transportation Committee]

1. No business items

9. Other Business

10. Establish Time and Place for Next Commission Meeting.

- A. The next Commission Meeting will be held on Wednesday, July 24, 2024 at Waupaca County Courthouse, 811 Harding Street-Room LL42 (lower level), Waupaca, WI 54981. (Date change due to WCA Conference conflict) Agenda and meeting packet will be forthcoming.

11. **Adjourn** – A motion was made by Ms. Lawrence and second by Mr. Gustafson to adjourn with the time noted at 12:05 p.m.

Respectfully submitted by
Leann Buboltz – Administrative Coordinator
ECWRPC