BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF MARCH 4 – 8, 2013

MONDAY, MARCH 4, 2013
(No Meetings)

TUESDAY, MARCH 5, 2013
(No Meetings)

WEDNESDAY, MARCH 6, 2013

*9:00 am	Northeast Wisconsin Family Care - District Board	NEW FC District Offices 2701 Larsen Road
*6:30 pm	Planning Commission Board of Directors	GB Metro Transportation Ctr. 901 University Avenue

THURSDAY, MARCH 7, 2013

*5:30 pm	Education & Recreation Committee	Room 200, Northern Building 305 E. Walnut Street
*5:30 pm	Public Safety Committee – *Note Location*	Brown County Sheriff's Dept. 2684 Development Drive
*7:00 pm	Fire Investigation Task Force	Howard Fire Station #1 2456 Glendale Avenue

FRIDAY, MARCH 8, 2013
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

Northeast Wisconsin Family Care

2701 Larsen Road
Green Bay, WI 54303

District Board Meeting Agenda

March 6, 2013
9:00 a.m.
NWTC Advance Business Center
NEW FC District Offices

Note: The Board will convene at 9:00 a.m. Following the Board meeting, the Board will host a round table discussion with elected and appointed officials from the seven counties that established the District and others who wish to participate. The discussion will focus on the regional efforts to expand Family Care to Northeast Wisconsin. The Board will not take any action regarding matters discussed during this round table discussion.

1. Call to Order

2. Confirmation of Proper Posting

3. Confirm Agenda

4. Review and Approve January 14, 2013 Meeting Minutes

5. Public Comment

6. CEO Report—Rolf Hanson (discussion only)
   a. 2013-2015 State Biennium Budget Process
   b. Legislative and State Agency Meetings Updates

6. Fiscal Agent Report – Barb Larson-Herber (discussion only)

7. Legislative Update – Andy Phillips (discussion only)

8. Announcements (discussion only)
   a. Next Board meeting date
   b. Other

9. Adjourn

NOTE: Deviation from agenda order may occur

Individuals with disabilities requiring special accommodations for attendance at the meeting should contact Debbie at (920) 857-9997 at least 48 hours prior to the meeting.

Northeast Wisconsin Family Care is a member driven organization passionate about delivering service options by supporting personal choices which promote the greatest opportunity for an independent quality of life, in a caring, respectful, and efficient manner.

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, March 6, 2013
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	_____	Michael Malcheski	_____
James Botz	_____	Ken Pabich	_____
William Clancy	_____	Gary Pahl	_____
Norbert Dantinne, Jr.	_____	Scott Puyleart	_____
Ron DeGrand	_____	Dan Robinson	_____
Bernie Erickson	_____	Ray Tauscher	_____
Adam Gauthier	_____	Mark Tumpach	_____
Steve Grenier	_____	Steve VandenAvond	_____
Phil Hilgenberg	_____	Jerry Vandersteen	_____
Dotty Juengst	_____	Tim VandeWettering	_____
Pat Kolarik	_____	Dave Wiese	_____
Jack Lewis	_____	Reed Woodward	_____

1. Approval of the minutes of the November 7, 2012, regular meeting of the Brown County Planning Commission Board of Directors.

2. Received and place on file the draft minutes from the February 25, 2013, meeting of the Transportation Subcommittee.

3. Introduction of Steve VandenAvond, appointed by the Village of Allouez, to the Brown County Planning Commission Board of Directors.

4. Election of officers to the Brown County Planning Commission Board of Directors.
   a. President.
   b. Vice President.
   c. Reappointment of the Planning Director as the Secretary-Treasurer of the Brown County Planning Commission Board of Directors.

5. **Public Hearing:** Notice of public hearing regarding Major Amendment #1 to the 2013-2017 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

6. Discussion and action regarding Major Amendment #1 to the 2013-2017 TIP for the Green Bay Urbanized Area.

7. Discussion and action regarding the Village of Howard's application for Turning Brown County Green Brownfield Assessment funds.

8. Discussion and action regarding proposed 2010 Adjusted Urbanized Area Boundary and 2045 Metropolitan Planning Area Boundary.

9. Discussion regarding the Brown County Shoreland Zone and Environmentally Sensitive Area Best Practices Report.

10. Brown County Sewage Plan update timeline.

11. Brown County Comprehensive Plan update timeline.

12. Update regarding Brown County Farm property.

13. Director's report.
    a. Letters of appointment to the Brown County Planning Commission Board of Directors.

14. Brown County Planning Commission staff updates on work activities during the months of November 2012, December 2012, January 2013, and February 2013.

15. Other matters.

16. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EDUCATION & RECREATION COMMITTEE
John Vander Leest, Chair
John Van Dyck, Vice-Chair
Corrie Campbell, Erik Hoyer, Patrick Williams

EDUCATION & RECREATION COMMITTEE
Thursday, March 7, 2013
5:30 pm
Room 200, Northern Building
305 E. Walnut Street
Green Bay, WI 54301

I. Call to Order.
II. Approve/Modify Agenda.
III. Approve/modify Minutes of February 7, 2012.

Comments from the Public

1. Review minutes of:
   a. Library Board (January 23, 2013).

Carryovers

2. 2012 to 2013 Carryover Funds – Education, Culture & Recreation Division.

Communications

3. Communication from Supervisor Van Dyck re: Request that jurisdiction over the Central Library repair projects be reassigned from the Planning, Development & Transportation Committee to the Education and Recreation Committee. *Referred from February County Board.*
4. Communication from Supervisor Van Dyck re: Request that the Board authorize the hiring of an appraiser and/or realtor to determine the value and marketability of approximately 80 acres of unused property adjacent to the Brown County Golf Course for the purposes of potential sale, with at least a portion of the proceeds from any sale to be used to fund future capital improvements at the golf course. *Referred from February County Board.*

NEW Zoo and Park Management

5. Fee waiver request by Green Bay Duck Hunters for Pamperin Park shelter on March 23, 2013 in lieu of service hours.
6. Assistant Director and Field Staff Report.
7. Fee waiver request by N.E.W. Zoological Society, Inc. for Reforestation Camp Lodge on August 18, 2013 for "Skunks Are Beautiful" cribbage tournament.

8. Zoo Monthly Activity Report for February, 2013.
   a. Operations Report for January, 2013.
      i. Admissions, Revenue, Attendance Report.
      ii. Gift Shop, Mayan Zoo Pass Revenue Report.
   b. NEW Zoo Education & Volunteer Programs Report.
   c. Curator Report
   d. Zoo Animal Collection Report for February, 2013.
   e. Zoo Director's Report.
      i. FOX 11 programs weekly.
      ii. Zoo Society Meeting held on 02-25-2013.

Golf Course

9. Superintendent's Report.

Library

10. Budget Adjustment 13-09: Increase in expenses with offsetting increase in revenue.
11. Director's Report.

Museum

12. Resolution re: To Approve Charging A Guided Tour Fee at the Neville Museum.
13. Year-To-Date Gate Revenue Totals and Sales Reports.
14. Discussion re: Letter of Support for Joyce Foundation.
15. Director's Report.

Resch Centre/Arena/Shopko Hall

16. Complex Attendance for the Brown County Veterans Memorial Complex for January, 2013.

Other

17. Audit of bills.
18. Such other matters as authorized by law.

John Vander Leest, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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PUBLIC SAFETY COMMITTEE
Patrick Buckley, Chair
Tim Carpenter, Vice Chair
Bill Clancy, Andy Nicholson, Guy Zima

PUBLIC SAFETY COMMITTEE
Thursday, March 7, 2013
5:30 p.m.
Brown County Sheriff's Department
2684 Development Drive

****PLEASE NOTE MEETING LOCATION****

I. Call meeting to order.
II. Approve/Modify Agenda.
III. Approve/Modify Minutes of January23, 2012.

1. Review Minutes of:
a. Fire Investigation Task Force General Membership (December 6, 2012).

Comments from the Public.

Carryovers

2. 2012 to 2013 Carryover Funds – Public Safety Division.

Communications

3. Communication from Supervisor Buckley re: Would like Mr. Miller from the Airport to come to Public Safety Committee and give an update on funding for the Sheriff' Deputy to be stationed at the Airport. *Held for one month.*

Sheriff:

4. Budget Adjustment Request (13-08) Category 5: Increase in expense with offsetting increase in revenue – *justification attached.*
5. Budget Adjustment Request (13-12) Category 5: Increase in expense with offsetting increase in revenue – *justification attached.*
6. Budget Adjustment Request (13-14) Category 5: Increase in expenses with offsetting increase in revenue – *justification attached.*
7. Sheriff's Report.

Public Safety Communications

8. Resolution re: Change in Table of Organization Public Safety Communications Assistant Director of Public Safety Communications.
9. Director's Report.

District Attorney

10. Discussion re: District Attorney Funding Issue. *Held for one month.*
11. Resolution requesting the Brown County Board of Supervisors contract for an Assistant District Attorney Position and a support staff position for one year. *Referred from December County Board and Held for three months.*

Medical Examiner

12. 2013 Brown County Medical Examiner Activity Spreadsheet.

Closed Session:

13. Convene in Closed Session to discuss and assess Brown County's Austin Straubel International Airport TSA Security Plan. Pursuant to §19.85(1)(d), any meeting of a governmental body may be convened in closed session for purposes of considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention. Additionally, under §19.85(1)(f), any meeting of a governmental body may be convened in closed session for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Circuit Courts, Commissioners, Probate - No agenda items.
Clerk of Courts – No agenda items.
Emergency Management – No agenda items.

14. Audit of bills.
15. Such other matters as authorized by law.
16. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BROWN COUNTY FIRE INVESTIGATION TASK FORCE
GENERAL MEMBERSHIP

AGENDA

A meeting of the General Membership will be held on Thursday, March 7, 2013, at 7:00 p.m., at Howard Fire Station #1, 2456 Glendale Avenue, Green Bay, WI.

ITEM #1. Adoption of Agenda.

ITEM #2. Review Minutes of Previous Meeting.

ITEM #3. Report of Task Force Activities.

ITEM #4. Information from Board of Directors Meeting.

ITEM #5. Old Business.

ITEM #6. New Business.

ITEM #7. Juvenile Firesetter Business.

ITEM #8. Other Business.

ITEM #9. Set Date, Time, and Location of Next Meeting.

ITEM #10. Training.

The BCFITF General Membership welcomes anyone interested in becoming a member. **Please post for your fellow firefighters and officers to read.**

Brad Muller
President, BCFITF General Membership

MARCH 2013

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	**6**	7 Ed & Rec 5:30pm *Public Safety* *5:30pm* *(Note date)*	8	9
10	11 Exec Cmte 5:30 pm	12	**13**	14	15	16
17 St. Patrick's Day	18	19 Veterans Recognition Subcmte 5:00 pm	20 **Board of Supervisors** **7:00 pm**	21 Facility Masterplan Subcmte 5:15pm	22	23
24	25 Land Con 6:00 pm PD&T 6:15 pm	26 Criminal Justice Coordinating Board 3:30pm	27 Human Services 6:00 pm	28 Administration Cmte 5:00 pm	29	30
31 						

APRIL 2013

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Public Safety 5:30 pm	4 Ed & Rec 5:30 pm	5	6
7	8 Executive Cmte 5:30 pm	9	10	11	12	13
14	15	16 Vets Recognition Subcommittee 5:00 pm	17 **Board of Supervisors** **7:00 pm**	18	19	20
21	22 Land Con 6:00 pm PD&T 6:15 pm	23	24 Human Services 6:00 pm	25 Administration Cmte 5:00 pm	26	27
28	29	30 Criminal Justice Coordinating Board 3:30pm				

BROWN COUNTY COMMITTEE MINUTES

- Fire Investigation Task Force (December 6, 2012)
- Library Board (January 23, 2013)
- Planning Commission Board of Directors – Transportation Subcommittee (August 13, 2012 and February 25, 2013 (Draft))

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on December 6, 2012, at 7:00 p.m., at Screamin' Head Buzz, 788 Armed Forces Drive, Green Bay, WI.

Present: Derek Wicklund, Greg Steenbock, Doug Peters, Terry Rottier, Angie Cali, Fred Laitinen, Kevin Krueger, Steve Zich, Brad Neville, Randy Lind, Tom Hendricks, John Schweitzer, Dan Kerkhoff, Rob Gering, Joe Gabe, Lance Catalano, Dave Steffens, Brad Muller

Item #1. Adoption of Agenda.

Motion made by Gabe and seconded by Rottier to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion made by Hendricks and seconded by Gabe to approve the minutes from the meeting on September 6, 2012. **Motion carried.**

Item #3. Report of Task Force Activities.

Muller reported that the Task Force responded to the following fires since the last meeting:

10-14-12 1758 Edison St., Green Bay (apartment/fatal/undetermined)
10-20-12 416 N. Chestnut St., Green Bay (under investigation)

It was noted that the cause of the fire on View Lane in Ashwaubenon will probably be undetermined. The cause of the fire at 1133 Cherry Street in Green Bay is also undetermined. The Parkview Road fire in Ashwaubenon has been reopened for investigation. The Alive & Kickin' Pizza Crust fire in Howard is currently at trial in civil court.

Muller noted that two people were sentenced in connection to the arsons of two multi-family residences and a vehicle this past April in Green Bay. Chaka Gilson was sentenced to six years in prison and four years extended supervision and Devon Johnson was sentenced to seven years in prison and five years extended supervision. Muller thanked everyone involved in this investigation which resulted in convictions.

Item #4. Information from Board of Directors Meeting.

Muller reported that the Task Force Bylaws and Operating Guidelines have been revised and updated and are on the agenda for approval for the next Board meeting. It was decided to reorganize the Board and reduce the number of members from 17 to 7. The number of

investigators was increased from 12 to 15 and the number of interns was reduced from 24 to 20. All reports will now be done in the BATS program. A copy of the report will be forwarded to the police agency that has jurisdiction. The next Board meeting is December 20, 2012.

Item #5. Old Business.

A reminder to get any email, phone or address changes to Muller.

Eric Johnson will be taking over as Vice-President of the General Membership due to Deviley's retirement until the election of officers in September. Muller also mentioned that the President/Coordinator position will also be available at that time as he will not be seeking reelection.

Muller thanked Neville for his help in going through all of the old Task Force files for shredding or scanning.

Muller reported that Peters and Gering attended the fall IAAI conference.

Item #6. New Business.

Neville sent out letters to all area agencies soliciting money for a new fire investigation truck. Replies were received from the Greenleaf Fire Department and Pulaski Fire Department. Greenleaf hasn't gotten back yet to Muller on a dollar amount. Pulaski wants to hold a 9-pin tournament with the proceeds going toward the truck; however, Muller suggested they make a pledge.

Item #7. Juvenile Firesetter Business.

Nick Craig was not present. It was mentioned that he will start entering juvenile reports in the BATS program.

Item #8. Other Matters.

A. Awards for Glenn Deviley and Dave Seidl.

Muller presented plaques to retirees Seidl for his 23 years of service and Deviley for his 10 years of service on the Task Force.

Item #9. Set Date, Time, and Location of Next Meeting.

The General Membership meetings for 2013 were scheduled as follows:

March 7, 2013
Howard Fire Station #1

May 30, 2013
Ashwaubenon Fire Station #1

September 5, 2013
Bellevue Fire Station #1

December 5, 2013
Green Bay Fire Station #4

Item #10. Training.

There was no training at this meeting.

Motion made by Gabe and seconded by Catalano to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **January 23, 2013** at **5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

PRESENT: TERRY WATERMOLEN, CHRIS FROELICH, KATHY PLETCHER, and VICKY VAN VONDEREN

EXCUSED: CARLA BUBOLTZ CHRISTOPHER WAGNER and PAT WILLIAMS

ABSENT: DON CARMICHAEL

ALSO PRESENT: Lynn Stainbrook, Lynn Hoffman, Sue Lagerman, Curt Beyler (staff); Doug Marsh (Brown County Public Works); Jaime Leick (FBCL) and Bob Nielsen.

President Terry Watermolen called the meeting to order at 5:15 p.m. and welcomed Bob Nielsen to the meeting. Mr. Nielsen is considering joining the board. Jamie Leick from the Friends of the Brown County Library was also welcomed.

APPROVE/MODIFY AGENDA

Motion by C. Froelich, seconded by V. Van Vonderen, to approve the agenda. **Motion carried.**

MINUTES, INFORMATION SERVICES REPORT, BILLS AND COMMUNICATIONS

There were no changes to the November and December minutes and they stand approved.

There were no questions or discussion related to the Information Services Report.

L. Stainbrook reported that the bills did not contain any out of the ordinary expenses.

Letters of Library Board appointment (Tim Nixon) and reappointment (Kathy Pletcher and Carla Buboltz) were shared.

OPEN FORUM FOR THE PUBLIC

No one from the public was present to address the Board.

REIMBURSEMENT FROM ADJACENT COUNTIES

There is still some talk about the billing, in particular, to Outagamie County. T. Watermolen reiterated the purpose of the statute and the billing. Outagamie County was billed for reimbursement of residents who use Brown County Libraries and who live in areas that don't pay taxes to maintain a library. Outagamie County bills these same areas at a higher reimbursement rate. The library's bill was about $33,000. We cannot bill Outagamie County for any residents that are paying taxes to maintain a library.

V. Van Vonderen asked if there will be an issue next year. The Board thought it may be wise to seek a legal opinion on what can and can't be done in the future. The part of the law Outagamie County is referring to is different from the part of the law Brown County refers to.

Outagamie County is still being paid from within their county. Brown County should be paid as well. It seems to have become a political problem unnecessarily. The Outagamie Library Boards had already made a decision to cut off service by the time they came to the Brown County Library Board meetings – even as early as August, 2012. T. Watermolen thinks we'll continue to have a struggle. If Brown County had not sent bill than those who don't pay taxes to maintain a library are getting free library services.

A conversation between library boards was attempted but Outagamie County made the decision to stop service before negotiations could take place. It will be determined how long they can deny service (legally). There is not a short-term fix with Outagamie County. The present bill was for 2011. Brown County could also bill for 2012 with payment due by June 1, 2013.

An idea to develop a working relationship with all adjacent counties and to determine what is fair to all was suggested as well as an inter-library cooperation agreement that shares an understanding of the state statute. L. Stainbrook and K. Pletcher will work on reaching out to the other adjacent counties.

ADDENDUM TO ASSET PURCHASE AGREEMENT UPDATE

A few items related to the historical assets purchased by the Green Bay De Pere Antiquarians from the Brown County Library were found at the Neville Public Museum. They had been in storage and were not part of the original sale but both parties felt they should have been. An addendum to modify the first agreement was drafted and executed, giving sole possession of the items to the Green Bay De Pere Antiquarian Society.

ANNUAL ELECTION OF OFFICERS

The following slate was recommended in November and nominated: President, Kathy Pletcher; Vice-President, Carla Buboltz; Secretary, Chris Wagner; and Financial Secretary, Vicky Van Vonderen. Additional nominations were called for three times. There were no other nominations. **Motion** by Watermolen, seconded by Froelich, to approve the following recommended slate: Kathy Pletcher as President; Carla Buboltz as Vice-President; Chris Wagner as Secretary; and Vicky Van Vonderen as Financial Secretary. **Motion carried unanimously.**

K. Pletcher assumed her new position as newly elected President at 6:07 p.m. and presided over the remainder of the meeting.

K. Pletcher complimented Terry on his leadership and accomplishments over his years as President.

FACILITIES REPORT

a. **Approve Building Maintenance Plan** L. Stainbrook briefly reviewed the maintenance progress report included in the packet. Also included were maintenance items suggested for action in 2013. A carryover amount is not yet known and some project costs are also undefined. A prioritized list and one sorted by location were recommended. D. Marsh reiterated that while he agreed projects should be coordinated as much as possible, he is bound to the $1.5M bonded funds for repairs. He has a map of projects that he is authorized to move forward with. The bonded funds won't cover all of the items in the county's report but it does cover the high-priority safety concerns and planned maintenance (capital improvements fall outside the bonded funds). Per D. Marsh, priorities are the building structure, HVAC (including ductwork), lighting and elevators.

D. Marsh reported on the sustainability plan update received from L. Stainbrook and commented that a lot of good things are happening including that Focus on Energy has extended enhanced financial incentives through July 31, 2013 (a good time for energy projects!). There had been a question on how the $25,000 WPS grant would be split. The answer is still unclear but fair use is being worked on. There is no clarity at this time.

D. Marsh also reported that the engineering service fee threshold had expired and a new RFP increasing the threshold from $5K to $10K was issued. The architect and engineering services contract was awarded to Boldt.

Library projects: Bids were just received for the main disconnect, 3rd floor condenser unit and elevator repair but D. Marsh did not have specifics since the bid tabulations were just put together and some contractors may need to be qualified. The information will be shared as soon as it is available. C. Beyler had expressed interest in the cooling tower from old mental health building (5 years old) rooftop. It would have to be determined if it is appropriately sized, if the roof support it, etc. Regarding this type of project, T. Watermolen asked what the county is going to be responsible for. When does the cross over to county maintenance take place? He stated his uncertainty of county responsibility and commitment outside the $1.5M. Based on D. Marsh's recollection, there is a limited amount of dollars ($7-8K) that could be applied for relocating the cooling tower within the $1.5M. T. Watermolen asked if there are additional county dollars that will address building issues particularly since the Central Library has significant issues. When does the county step in financially since the library isn't budgeted for major expenses? D. Marsh replied that the county committed to the $1.5M and $359,000 (testing and cleaning; arc flash study). All HVAC and lighting projects have been pitched to Boldt. The strategy is to select stand- alone and small projects and get those done. Bigger projects will take longer to plan so those will follow. Phase projects as much as possible to avoid shut down of the library.

Next step on bids: There is a long lead time on the elevator project. Bids will require PD&T approval (meetings on the 4th Monday) and then county board approval (meetings on the 3rd Wednesday). A qualified low bidder will be sought. It was asked who tracks the work of the bidder. Raasch will observe work and will do a punch list at end of project. Each item is signed off by sub-contractors. It is presumed through the bidding process, that each contractor is committed to complete scope of work. Raasch is the engineering firm for these projects and will provide continual oversight. Reviews to insure that drawings meet design intent are the responsibility of the architect or engineer.

b. **Disposal of Outdoor Sign and Disposal of Sound Isolation/Recording Booth** **Motion** by T. Watermolen, seconded by C. Froelich, to approve the disposal of the outdoor sign and sound isolation booth at Central. **Motion carried.**

L. Stainbrook shared photos of the progress of the reconstruction of the check-out area at the Weyers-Hilliard Branch (before and after). The Friends of the Brown County Library funded the architectural design work as well as $5000 for construction.

ACCOUNTANT'S REPORT

a. **Approve Use of Marian Holmes Estate Funds** A $109,000 bequest indicated that the funds purchase Large Print books and audio books at the Kress Family Branch. Those collections float (meaning they don't have a home location) and there was already $85,500 allotted in the book budget. It was suggested to reallocate the budgeted $85,500 and apply it towards RFID projects at either the Kress Family or Weyers-Hilliard branches, or both. **Motion** by T. Watermolen, seconded by C. Froelich, to approve the reallocation of $85,500 from the book budget for the purposes of RFID projects and to be utilized in a manner that Administration deems most effective and useful for library staff. **Motion carried.**

b. Approve Budget Adjustment Request **Motion** by T. Watermolen, seconded by C. Froelich, to approve the Budget Adjustment Request to carryover $6,664 in NFLS grant monies for the telephone messaging project that did not complete in 2012. **Motion carried.**

c. Approve 2012 Budget Carryover Notice **Motion** by C. Froelich, seconded by T. Watermolen, to approve the 2012 budget carryover notice. **Motion carried.**

d. Accept Bibliotecha donation of ALPS (a PC reservation and print management system) The current system (SAM) is five years old and other vendors have been considered. The ALPS donation is valued at approximately $27,000 and is provided by the same company the new check-out stations at the Central Library were purchased from. ALPS will be tested at the Central Library first. If reaction and response is positive, then implementation at other branches would follow. BC Information Services has been involved in the discussion and review of the project and recommend moving forward. **Motion** by T. Watermolen, seconded by V. Van Vonderen, to accept the donation of ALPS from Bibliotecha. **Motion carried.**

LIBRARY BOARD RETREAT UPDATE

Tentative agendas were distributed as well as a synopsis of the packet contents. There were no other questions or suggestions.

PERSONNEL

a. Recommendations for Procedures on Library Board Personnel Authority These recommendations will be added to the personnel/administrative policy and brought back as one policy for approval.

b. Approve Administrative Job Descriptions **Motion** by T. Watermolen, seconded by V. Van Vonderen, to approve the administrative job descriptions of Library Operations Manager; Library Automation & Financial Services Manager; Library Facilities Manager; Communications & Library Program Manager; and Collection Development Manager. **Motion carried**.

c. Approve Table of Organization Changes **Motion** by T. Watermolen, seconded by C. Froelich, to approve the Table of Organization changes as follows:

The Library Director recommends that the Library Board delete two (2) 11-hour per week positions in the Clerk classification at the Kress Family Branch, and replace them with one (1) 19.5-hour per week Clerk position.

2) The Library Director recommends that the Library Board approve filling the vacant IT Librarian position in Administration as an FLSA-exempt position at 40 hours per week. Resulting in the following financial impact:

Position	Hours		Location	Action	Salary	Fringe	Total	Net Savings
.29 Clerk	11		Kress	Delete	$ (6,016.75)	$ (2,557.12)	$ (8,573.87)	
.29 Clerk	11		Kress	Delete	$ (6,016.75)	$ (2,557.12)	$ (8,573.87)	
.52 Clerk	19.5		Kress	Add	$ 10,666.06	$ 4,533.08	$ 15,199.14	$ (1,948.60)
1.0 IT Librarian	37.5	*reclassify to exempt*	Admin		$ (44,344.05)	$ (19,275.05)	$ (63,619.10)	
	40				$ 47,297.12	$ 20,560.06	$ 67,857.18	$ 4,238.08
							NET COST	**$ 2,289.48**

This table of organization change and permission to fill open positions and subsequent annual savings, submitted for approval at the January 23, 2013 Library Board meeting in accordance with Wisconsin Statutes 43.58(4) will be reported to the Education & Recreation Committee on February 7, 2013 as part of the Director's Report and attached to the meeting minutes. **Motion carried.**

d. Approve First Performance Review Form **Motion** by C. Froelich, seconded by V. Van Vonderen, to approve the First Performance Review form. **Motion carried.**

COUNTY BOARD SURVEY UPDATE

L. Hoffman distributed a draft survey that would poll the County Board supervisors on what information they would like communicated to them from the library and by what method. The desired outcome of such a survey would be to increase two-way communication and improve the library's and board's process of keeping the County Board informed. Further modifications will be made to the survey to keep it as short and simple as possible.

NICOLET FEDERATED LIBRARY SYSTEM

a. Monthly update L. Stainbrook noted that a conversation was led by WiLS centered on combining systems, redoing systems, and trying to plan for a future with less systems. At present, there are 17 systems in the state which results in a lot of overhead. Much of that funding could be put toward services instead. There are two Brown County openings on the NFLS Board. The board meets at Noon on Tuesdays, six-seven times a year. Most meetings are held at the NFLS office with one meeting held off-site. Representatives

are appointed by County Executive. Brown County holds eight of the 17 votes if fully represented. Having an understanding of Brown County Library and libraries in general has proven beneficial to Brown County representatives.

b. **Approve Resource Library Agreement** The 2013 agreement included less money than last year as a result of a 10% reduction in NFLS' funding. L. Stainbrook negotiated the agreement with Mark Merrifield and feels it is fair. **Motion** by T. Watermolen, seconded by V. Van Vonderen, to approve the 2013 Resource Library Agreement. **Motion carried.**

PRESIDENT'S REPORT
No report.

DIRECTOR'S REPORT
2013 strategic directives will be drafted after the retreat. The list of library accomplishments included in the packet was submitted by staff. L. Stainbrook reported that she recently learned that the library's checkout stats were being reported incorrectly and the actual total was less. The net difference totaled about 130,000. L. Stainbrook also updated the Board on a staff grievance. The grievance moved on to the next step - a hearing with WERC but proceedings have been temporarily suspended to give the employee time to complete activities that were part of the performance plan.

a. **Modify start time of February 21, 2013 meeting to 6:15 p.m.** At 5:30 p.m. there will be a brief recognition reception and art unveiling to thank the community and donors for the generous support of the Kress Family Branch Library, as well as announce the Marian B. Holmes bequest.

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW
None.

ADJOURNMENT
Motion by T. Watermolen, seconded by C. Froelich, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 8:20 p.m.

NEXT REGULAR MEETING
February 21, 2013
Kress Family Branch Library
333 N. Broadway, De Pere
6:15 p.m.

Respectfully submitted,

Carla Buboltz, Library Board Secretary
Dr. Christopher Wagner, Library Board Secretary
Sue Lagerman, Recording Secretary

MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, August 13, 2012
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo		Tom Klimek	X
Bill Balke (Vice-Chair)		Randy Loberger *	X
Craig Berndt	X	Doug Martin	X
Geoff Farr	X	Tom Miller	
Mike Finn		Rebecca Nyberg	X
Paul Fontecchio	X	Eric Rakers	X
Steve Grenier	X	Derek Weyer	
Ed Kazik	X	Tom Wittig	

(Non-voting)

Alexis Kuklenski (FHWA – Madison)	X
Urvashi Martin (WisDOT – Madison)	
Chris Bertch (FTA Region 5)	

Others Present: Lisa J. Conard, * Todd Every for Randy Loberger, and Cole Runge.

ORDER OF BUSINESS:

C. Runge called the meeting to order at 10:00 a.m.

1. Approval of the August 29, 2011, Transportation Subcommittee meeting minutes.

   A motion was made by S. Grenier, seconded by D. Martin, to approve the August 29, 2011, Transportation Subcommittee meeting minutes. Motion carried.

2. Election of a Subcommittee Chair and Vice-Chair.

   E. Kazik nominated D. Martin as Chair and nominations were closed. All voted Aye.

   D. Martin nominated B. Balke as Vice-Chair and nominations were closed. All voted Aye.

   Chair D. Martin took over the meeting.

3. Recommendation to the BCPC Board of Directors regarding the 2013 Transportation Planning Work Program.

   In addition to normal work program tasks, C. Runge reviewed the following (text direct from work program):

   Development of the 2015 MPO Long-Range Transportation Plan
   MPO staff will begin the process of developing the next major Long-Range Transportation Plan that must be adopted by November of 2015. Some of the tasks that are expected to occur in 2013 include data collection for the plan's Existing Conditions section, the completion of a base year (2010) regional traffic model, and the development of draft Goals and Objectives. A tentative schedule for this planning process is shown in Appendix 6.

2014-2018 Transit Development Plan (TDP)
MPO staff will work with Green Bay Metro representatives to form an advisory committee, collect data, and develop a new TDP that addresses existing route deficiencies, paratransit service options, possible new service options, and other transit issues. The 2014-2018 TDP will also have a long-range element that addresses how transit can become the mode of choice for people who do not rely on the bus as their primary mode of transportation.

Coordinated Public Transit - Human Services Transportation Plan
MPO staff will prepare a full update of the existing plan with the cooperation of many public and private sector transportation providers and client representatives.

Environmental Impact Statement for Transportation Improvements in the Southern Portion of the Green Bay Metropolitan Area (Non-MPO Activity)
In 2012, MPO staff continued to develop an EIS to identify a preferred method of handling projected transportation demand in the southern portion of the Green Bay Metropolitan Area. Some of the work completed in 2012 included writing the first draft of an IAJR and submitting it to FHWA for review, completing a full draft of the EIS and submitting it to WisDOT and FHWA for review, facilitating lead agencies meetings with representatives of WisDOT and FHWA, and providing several project status reports to the BCPC Board of Directors, participating communities, and other organizations. In 2013, MPO staff will continue to work with WisDOT, FHWA, the project's cooperating and participating agencies, the EIS Stakeholder Committee, and the public to develop the Final EIS and receive a Record of Decision (ROD) for the project.

E. Rakers asked about the following statement:

> "Staff researched red light cameras and their use in US cities to determine if they can and should be used in the Green Bay MPO area to reduce the frequency and severity of crashes and injuries."

E. Rakers asked that this information be disseminated to members of the subcommittee.

C. Runge agreed.

A. Kuklenski stated that a 2013 task will be to collect and share all data related to performance measures.

A. Kuklenski stated that the 2013 program will be approved under SAFETEA-LU and implemented under Moving Ahead for Progress for the 21st Century (MAP-21) and that the 2013 Work Program should note this.

C. Runge stated that staff is looking for a recommendation to the BCPC Board of Directors for approval of the 2013 Transportation Planning Work Program.

A motion was made by E. Rakers, seconded by S. Grenier, to recommend approval of the 2013 Transportation Planning Work Program with the suggested modifications. Motion carried.

4. Recommendation to the BCPC Board of Directors regarding the 2013-2017 Transportation Improvement Program for the Green Bay Urbanized Area.

L. Conard stated the Transportation Improvement Program (TIP) contains a five-year program of highway, transit, elderly and disabled, and alternative transportation improvement projects that have been awarded or are eligible for federal funds. There are numerous transportation-related federal funding sources identified for projects proposed in the draft TIP.

L. Conard noted that the MPO has been operating under the federal transportation law known as SAFETEA-LU since 2005. Congress recently passed and the president signed a new federal transportation law, MAP-21.

SAFETEA-LU*
Federal Transportation Law

Safe
Accountable
Flexible
Efficient
Transportation
Equity
Act - a **L**egacy for **U**sers

*expired on September 30th, 2009; nine continuations thru September 30th, 2012

MAP-21*
Federal Transportation Law

Moving
Ahead for
Progress - for the **21st** Century

*begins on October 1, 2012 (two-year bill)

L. Conard noted that there will be changes in federal program names and funding levels beginning in 2013.

L. Conard stated that the TIP has included, and in some cases currently includes, projects such as the US 41 expansion, Military Avenue, Green Bay Metro buses and operating assistance, specialized vehicles for the Red Cross transportation program, and facilities such as the original Fox River Trail and subsequent trail improvements.

L. Conard stated that the Brown County Planning Commission, acting as the MPO Policy Board, has recommended the approval of the following projects since 2009:

BCPC Board of Directors approval of STP-Urban Funds

Humboldt Road – **Bascom Way to Spartan Rd - reconstruction with bike lanes & sidewalk**
Project Cost: $2,208,000
Eligible Funding: $1,766,400 (80%)
Approved Funding: $1,434,894 (65%)

Pilgrim Way – **Ashland Av to Holmgren Way - reconstruction**
Project Cost: $1,740,000
Eligible Funding: $1,392,000 (80%)
Approved Funding: $1,130,653 (65%)

Gray Street – **Dousman St to Velp Av - reconstruction with shared outside land with sidewalks present**
Project Cost: $2,062,500
Eligible Funding: $1,650,000 (80%)
Approved Funding: $1,650,000 (80%)

Greene Avenue – **Libal St to East River Dr - reconstruction with bike lanes & sidewalk on the south side of the street**
Project Cost: $381,850
Eligible Funding: $305,480 (80%)
Approved Funding: $305,480 (80%)

Allard Street – **Grant St to Reid St - mill & resurface with sidewalks present**
Project Cost: $116,000
Eligible Funding: $92,800 (80%)
Approved Funding: $92,800 (80%)

Mather Street – **Vroman St to Roy Av - reconstruction with wide outside lane with sidewalks present**
Project Cost: $615,000
Eligible Funding: $492,000 (80%)
Approved Funding: $492,000 (80%)

A. Kuklenski asked for an explanation of how the TIP projects are selected, ranked, and approved.

L. Conard referred to the following slide:

Surface Transportation Program – Urban (STP–U)

- Federal funding allocated to Urbanized Areas based on a population formula
- Metropolitan Planning Organization (MPO) decides which projects to fund
- Variety of transportation projects eligible
- MPO staff works with local public works staff to identify projects
- Process of ranking projects
- Normally a two-year funding cycle

L. Conard stated that the MPO's criteria for ranking projects include consistency with other transportation plans, volume to capacity ratios, pavement condition, utility replacement schedule, number of years a project appears in the TIP, and consideration of multi-modal transportation, among others. In addition to the criteria, all projects must comply with the state's complete streets law.

C. Runge stated that the criteria for ranking STP-U projects are located on page 15 of the draft TIP. The Transportation Subcommittee was helpful in putting together this prioritization process and the Brown County Planning Commission approved it a number of years ago.

L. Conard reviewed a typical TIP process:

TIP Process

1. Staff collects project information from area agencies and jurisdictions and writes the draft document.
2. 30-day Public Review – July 18th – August 17th
3. Overview of TIP and Public Hearing – August 1st
4. Environmental Consultation with Resource Agencies – August 13th
5. BCPC Transportation Subcommittee – August 13th
6. BCPC Board of Directors endorsement – September 5th
7. Demonstration of Fiscal Constraint to WisDOT, FTA, & FHWA
8. Approval by WisDOT – late fall/early winter
9. Incorporation into the STIP – publication in early 2013

L. Conard stated that the environmental consultation was held earlier today and a number of resource agencies were invited. Invited agencies include the US Army Corps of Engineers, US Fish and Wildlife Service, US EPA, Wisconsin DNR, US Park Service, Wisconsin DATCP, Wisconsin Historical Society, and the Oneida Tribe.

L. Conard stated that a public hearing was held before the BCPC Board of Directors (MPO Policy Board) the evening of August 1, 2012, and a 30-day public review period began on July 18, 2012. Staff has received technical comments from WisDOT and FHWA staff.

L. Conard stated that staff is looking for a recommendation to the BCPC Board of Directors for approval of the 2013-2017 TIP.

A motion was made by T. Klimek, seconded by E. Kazik, to recommend approval to the BCPC Board of Directors regarding the 2013-2017 Transportation Improvement Program for the Green Bay Urbanized Area. Motion carried.

5. Presentation about the Green Bay Urbanized Area's recent designation as a Transportation Management Area (TMA).

C. Runge introduced Alexis Kuklenski from the Federal Highway Administration (FHWA). A. Kuklenski provided a presentation via PowerPoint.

A. Kuklenski defined a MPO and stated that when a MPO reaches 200,000 population, a MPO becomes a Transportation Management Area (TMA). The MPO staff continues to follow MPO rules and new requirements are added. In July 2012, the Green Bay MPO became a TMA with publication in the Federal Register. After this date, the MPO has 12 to 18 months to transition to a TMA. "Perfection" is not expected, but "good faith" efforts to meet TMA requirements are expected. The Green Bay MPO will be expected to be in compliance by 2014.

R. Nyberg asked about the 200,000 census boundary.

A. Kuklenski stated that it was not Green Bay or Brown County but the area of urbanization as defined by the U. S. Census.

C. Runge stated the 2000 Urban Area Boundary is on page five of the 2013 Work Program. Staff is currently working with WisDOT and FHWA on establishing a 2010 boundary.

A. Kuklenski reviewed the following:

The Planning Process in a TMA must:

- Be based on a continuing and comprehensive planning process carried out by the MPO in cooperation with the state and transit operators.
- Include a congestion management process (CMP) providing for effective management of new and existing transportation facilities.
- Select all federally funded projects (except those on the National Highway System or under the bridge replacement and Interstate maintenance programs) in consultation with the state and any affected public transit operator.
- Receive a proportional share of the funds distributed under 23 U.S.C. 133(d)(3)(A)(i) and 49 USC 5307 funds, based on population.
- Be certified by the US Secretary of Transportation at least once every four years (currently the MPO self-certifies via the Work Program and TIP resolution).

TMA/MPO Policy Board must include:

- Locally elected officials.
- Officials of major public providers of transportation.
- State transportation officials.

TMA Certification Reviews consist of:

- Desk audits
  - Federal team reviews planning documents and responses to written questions prior to on-site visit.
- On-site visit
  - Face-to-face discussions with MPO, State DOT and transit agency staffs.
  - Interviews with local officials, MPO Board members, others.
- Required meeting for public input
  - Can be handled in a variety of ways.

A. Kuklenski stated that this is a major undertaking for staff at FHWA and the MPO. FHWA recently completed the desk review of SEWRPC (TMA agency for Milwaukee) and developed 16 pages of questions for MPO staff to answer.

C. Runge asked if MPO staff's TMA certification work should be a 2014 Work Program item.

A. Kuklenski stated yes.

C. Runge asked if the Transportation Enhancement Program (Transportation Alternatives under MAP-21) will have a set-aside for TMAs.

A. Kuklenski stated yes, but states will have jurisdiction.

6. Any other matters.

None.

7. Adjourn.

D. Martin closed the meeting at 10:47 a.m.

(DRAFT) MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, February 25, 2013
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo		Tom Klimek	
Bill Balke (Vice-Chair)	X	Randy Loberger*	X
Craig Berndt	X	Doug Martin (Chair)	X
Geoff Farr	X	Tom Miller	
Mike Finn		Rebecca Nyberg	Exc
Paul Fontecchio	X	Eric Rakers	X
Steve Grenier	X	Derek Weyer	X
Ed Kazik		Tom Wittig	X

(Non-voting)

Chris Bertch (FTA Region 5))	
Alexis Kuklenski (FHWA – Madison)	Exc
Susan Morrison (WisDOT – Madison)	

Others Present: Lisa J. Conard, * Todd Every for Randy Loberger, and Cole Runge.

ORDER OF BUSINESS:

D. Martin called the meeting to order at 10:00 a.m.

ORDER OF BUSINESS:

1. Approval of the August 13, 2012, Transportation Subcommittee meeting minutes.

   A motion was made by S. Grenier, seconded by T. Every, to approve the August 13, 2012, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding an Adjusted 2010 Urbanized Area Boundary and a 2045 Metropolitan Planning Area Boundary.

   C. Runge stated that MPO staff has worked with representatives of the Wisconsin Department of Transportation's Northeast Region Office and Central Office to develop proposals for a 2010 Adjusted Urbanized Area Boundary and 2045 Metropolitan Planning Area Boundary.

   2010 Adjusted Urbanized Area Boundary. This boundary includes the US Census Bureau's newly defined urban area and land adjacent to this area that is included to

produce a "smooth" boundary. The inclusion of these adjacent areas is what creates the *Adjusted* Urbanized Area Boundary.

C. Runge summarized areas that have been added:

1. An area in Oconto County along US 41 which was identified by the Census Bureau as part of the urban area and cannot be changed.
2. Areas in the villages of Howard and Hobart were added to reflect the STH 29 freeway conversion project and the Centennial Centre development in Hobart.
3. An area in the town of Lawrence to include a subdivision that was identified as urban by the Census Bureau.
4. The area south to Old Martin Road in the town of Rockland to reflect existing and planned urbanization in this area.
5. The I-43/CTH MM interchange area in Ledgeview to reflect plans for a business park at this location.
6. An area following CTH A to the northeast which was identified by the Census Bureau as part of the urban area and cannot be changed.

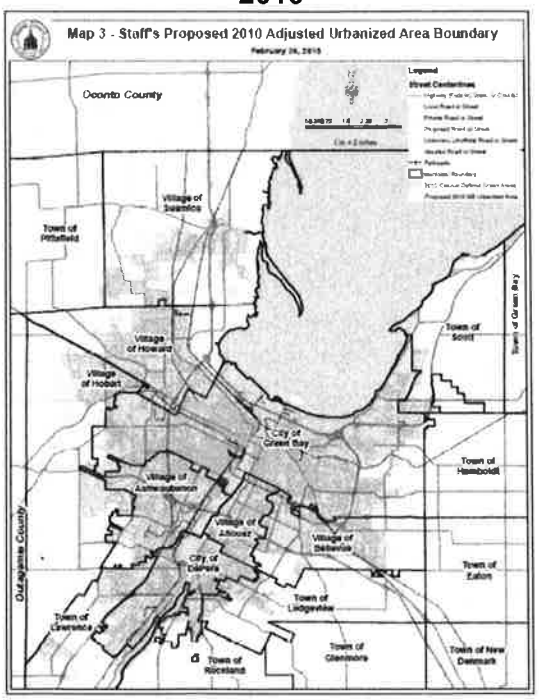
B. Balke asked about the village of Bellevue.

C. Runge stated all of Bellevue is included in the 2010 adjusted boundary.

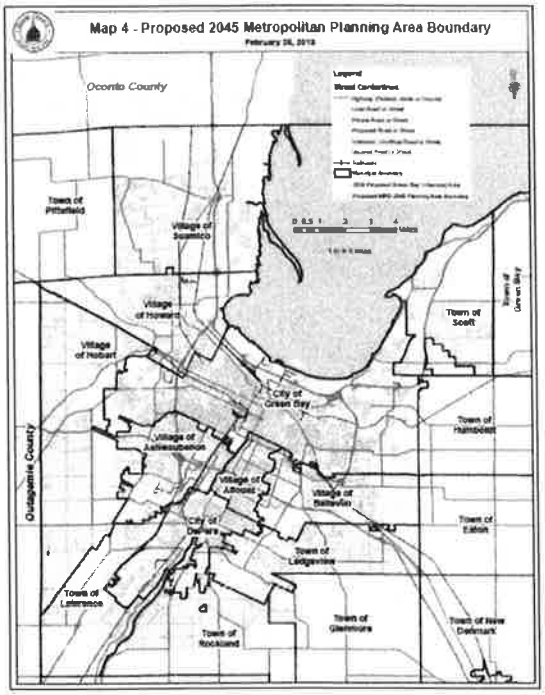
<u>2045 Metropolitan Planning Area Boundary</u>. A 2045 boundary is being identified to be consistent with the future year component of WisDOT's transportation demand model.

The Adjusted Urbanized Area Boundary and Metropolitan Planning Area Boundary proposals are as follows:

2010



2045



A motion was made by C. Berndt, seconded by G. Farr, to recommend approval to the BCPC Board of Directors regarding an Adjusted 2010 Urbanized Area Boundary and 2045 Metropolitan Planning Area Boundary. Motion carried.

3. Discussion of an update to the Urbanized Area's Functional Classification System.

C. Runge stated that MPO staff recently completed a comprehensive functional classification assessment and is proposing 33 changes to the system. WisDOT Northeast Region staff has reviewed the proposed changes and agrees with them. The next step is to forward the proposed changes to WisDOT's Central Office for comment.

B. Balke asked what criteria are used to determine functional classification.

C. Runge stated that WisDOT has developed guidelines that are used to determine functional classification. These include Average Daily Traffic (ADT) volumes, land use service, system continuity, and other criteria.

B. Balke asked about future streets.

C. Runge stated that if a road is planned within the next 10 years and will likely function as a collector or above, the facility was recommended to be added at this time as a planned facility.

C. Runge stated that he will send a map that shows MPO staff's recommended system changes to the Transportation Subcommittee members for their review and comment prior to sending the map to WisDOT's Central Office in Madison.

4. Recommendation to the BCPC Board of Directors regarding a major amendment to the 2013-2017 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard stated that the Wisconsin Department of Transportation requested an amendment to the current TIP. The project that is proposed to be added to the TIP requires a major amendment. A 15-day public review and comment period and a public hearing are required. The hearing will be held on March 6, 2013, before the Brown County Planning Commission Board of Directors (MPO Policy Board). L. Conard provided project detail as follows:

Major Amendment #1 to the
2013-2017 Transportation Improvement Program
for the Green Bay Urbanized Area
by the Brown County Planning Commission

Project Sponsor	Project Description	September 2013 – September 2014			
		Federal	State	Local	Total
WisDOT	STH 54 (Mason Street) Mason Street Bridge/Tilleman Bridge Feasibility Study The Wisconsin Department of Transportation (WisDOT) plans to hire a consultant to conduct a study to determine the useful life of the facility and to calculate reconstruction costs if necessary The project termini are approximately Ashland Avenue and Monroe Avenue State ID: 9210-15-00				
158-13-020	0.97 miles P	$440,000	$110,000	0	$550,000

* The project is fiscally constrained and, if approved, will be added to the TIP fiscal constraint demonstration document.

A motion was made by S. Grenier, seconded by E. Rakers, to recommend approval to the BCPC Board of Directors regarding the major amendment to the 2013-2017

Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried.

5. Discussion of changes to the TIP development process.

   C. Runge noted that with the passage of Moving Ahead for Progress in the 21st Century (MAP-21), WisDOT has informed staff that prioritizing STP-Urban eligible projects based on an individual jurisdiction's "share" of the area-wide allocation is no longer allowed. This will allow the technical advisory committee and policy board to develop a priority project list without having to consider each jurisdiction's STP-Urban funding balance.

   C. Runge stated that WisDOT will be hosting a meeting on May 1, 2013, to discuss funding for and changes to the state's local transportation program.

   D. Weyer stated that the Northeast Region will be hosting the meeting. The agenda is currently being developed and will be sent to MPO staff as well as public works directors and other community representatives.

6. Any other matters.

   B. Balke asked C. Runge for an update on the 2013 work program.

   C. Runge provided a summary of the projects that MPO staff is working on.

   B. Balke asked if C. Runge would be completing a crash study in 2013.

   C. Runge stated that it is not included in the 2013 work program but a condensed version could be added if the subcommittee thought it necessary for 2013.

   C. Runge stated that staff has prepared the report on a regular basis but has not done so in a couple of years. Typically, three years of data are used. A complete 2012 dataset will not be available until well into 2013, so a 2010 through 2012 study could be completed in 2014.

   The subcommittee agreed that this could be a work program item for 2014.

7. Adjourn.

   D. Martin adjourned the meeting at 10:29 a.m.