

WRRTC JUNE 7, 2024 MEETING MINUTES – APPROVED 7/12/2024

**Wisconsin River Rail Transit Commission
Commission Meeting – Friday, June 7, 2024 at 10:00 am**

1. 10:00 AM **Call to Order – Marty Krueger, Chair**

2. Roll Call. **Establishment of Quorum – Misty Molzof, Admin**

Crawford	Carl Orr, <i>1st Vice Chair</i>	Excused	Jefferson	Mary Roberts	X
	Mark Gilberts	X		John Kannard, <i>Vice Secretary</i>	X
	Tom Cornford	Excused		Jeff Smith	X
				Dan Herbst, <i>Alternate</i>	
Dane	Kevin Potter	X	Rock	Dave Homan, <i>2nd Vice Treasurer</i>	X
	Jeff Huttenburg, <i>Treasurer</i>	X		Tom Brien	X
	Jim Bolitho	X		Kevin Stone	X
Grant	Gary Ranum	X	Sauk	Brian Peper	Excused
	Mike Lieurance	Excused		Gaile Burchill	X
	Robert Scallon, <i>2nd Vice Chair</i>	X		Marty Krueger, <i>Chair</i>	X
				Tim McCumber, <i>Alternate</i>	X
Green	Harvey Kubly, <i>1st Vice Treasurer</i>	X	Walworth	Al Stanek	Excused
	Larry Kranig	Excused		Richard Kuhnke, <i>2nd Vice Secretary</i>	Excused
	Mark Gundlach	X		Allan Polyock	Excused
Iowa	Charles Anderson, <i>Secretary</i>	X	Waukesha	Rick Beutler, <i>3rd Vice Treasurer</i>	X
	Kate Reimann	X		Richard Morris	X
	Kevin Peterson	Excused		Karl Nilson	Excused

Commission met quorum.

Others present for all or some of the meeting:

<ul style="list-style-type: none"> Misty Molzof, SWWRPC Julia Potter, Boardman & Clark Lisa Stern & Ben Mohlke, WisDOT Ken Lucht, WSOR 	<ul style="list-style-type: none"> Alan Anderson, Pink Lady RTC Don Vruwink, OCR
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3. Action Item. **Certification of Meeting’s Public Notice – Noticed by Molzof.**

- o *Motion to approve meeting’s public notice – Scallon/Reiman. Passed Unanimously.*

4. Action Item. **Approval of Agenda – Prepared by Molzof.**

- o *Motion to approve the agenda. Morris/Ranum. – Passed Unanimously.*

5. Action Item. **Approval of draft May 10, 2024 Meeting Minutes – Prepared by Molzof.**

- o *Motion to approve the May 10, 2024 meeting minutes as presented. Reiman/Burchill. Passed Unanimously.*

6. Action Item. **Change July Meeting Date from July 5th to July 12th**

- o *Motion to change the July, 2024 meeting date from July 5th to July 12th. Anderson/Scallon. Passed Unanimously.*

7. Updates. **Public Comment – Time for public comment may be limited by the Chair.**

None.

8. Updates. **Announcements by Commissioners**

None.

REPORTS & COMMISSION BUSINESS

9. **WRRTC Financial Report – Huttenburg, Treasurer**

- o *Motion to approve the April, 2024 Treasurer’s Report and pay Boardman & Clark in the amount of \$8,792.00. Morris/Anderson. Passed Unanimously.*

10. Wisconsin & Southern Railroad’s Report on Operations – Lucht, WSOR

Lucht stated that the Reedsburg Sub. tie project has been bid out and will be starting soon from Devil’s Lake to Waunakee; The Pebble Creek application for a private crossing is on this agenda, and contact with the next undocumented private crossing on the list has begun; there was a recent accident where people were trespassing, fishing off of a bridge, the train came around the corner and wasn’t able to stop, which caused injury to the trespassers; with the recent rains, minor washouts have been addressed, and there has been no customer service issues; and quiet zones are an issue that needs to be addressed.

11. WisDOT Report – Mohlke - WisDOT.

Mohlke stated that the Merrimac Bridge will be out of service June 10-13th as they are replacing the spans; the Janesville Bridge agreements are moving forward; there are no updates on the Baraboo Bridge; Rio Creek Feed Mill in Luxemburg who is constructing a new grain bin was awarded a FRIPP in \$1.5 million, there is a public comment period opened up for the FRAP policy revision as sent out; and the meeting room is reserved for July 12, 2024. Stern stated that WisDOT is working statewide on crossing studies and evaluations of locations, and there will be presentation of their work and findings at an upcoming Commission meeting.

12. Administrator’s Report – Molzof, Admin.

Molzof advised commission of June 5th public hearing as it relates to zoning and current rail user expansion project at 7777 Winn Road, Spring Grove, IL.

13. Committee Updates / Recommendations

Trail Committee: Huttenburg updated the Commission on the status of the bid package: it has been reviewed by the attorney, Richard Shure, and trail committee, and the advertisement is ready to go out.

Litigation Committee: No meetings, no updates.

14. Staff Services Agreement with Southwestern WI Regional Planning Commission (SWWRPC)

- o *Motion to approve the 2025 Staff Services Agreement with SWWRPC. Huttenburg/Beutler. Passed Unanimously.*

Molzof explained to the Commission that the recent bid project for the trail in Dane County is outside of the current contract with SWWRPC, and any hours worked on this project starting May 30, 2024 will be billed to the Commission at the \$70.00 per hour rate as stated in the current agreement. The 2025 agreement was included in the meeting materials; the annual fee will increase from \$32,665 to \$35,000, and the hourly rate will increase from \$70 to \$110. These are the figures used in preparing the draft budget.

15. Financial Standard Operating Procedure and Audit Requirement

- o *Motion to approve the Financial Standard Operating Procedure as presented. Huttenburg/McCumber. Passed Unanimously.*

16. Publication of 2025 Draft Budget in WI State Journal

- o *Motion to approve the publishing the 2025 Draft Budget in the WI State Journal at least 30 days prior to public hearing. Morris/Brien. Passed Unanimously.*

17. Sale of Peters Road Bridge to Town of Sharon, Walworth, County

- o *Motion to approve the sale of the Peters Road Bridge to the Town of Sharon in Walworth County as stated in the Bill of Sale and Legal Description. Scallon/Kannard. Passed Unanimously.*

18. Permits / Applications

WI Power & Light, Gas Underground, Village of Oregon, Dane County, WI.

DBBC Inc DBA Terrazon Group, Crossing #387886T, McHenry Co, Solon Mills, IL

- o *Motion to approve Utility permit for WI Power and Light for underground gas in the Village of Oregon, Dane County, WI; Crossing permit for DBBC Inc DBA Terrazon Group, Solon Mills, McHenry County, IL contingent upon review and approval from WSOR and Wis DOT as required. Anderson/Gilberts. Passed Unanimously.*

At-Grade Private Rail Crossing License, Pebble Creek Flyers, Waukesha, WI.

- o *Motion to approve the At-Grade Private Rail Crossing License for Pebble Creek Flyers, Waukesha, WI contingent upon review and approval from WSOR and Wis DOT as required and execution of standard crossing agreement form. Morris/Burchill. Passed Unanimously.*

19. Adjournment.

- o *Motion to Adjourn at 11:15 am. Kannard/McCumber. Passed Unanimously.*