

WASHINGTON COUNTY SITE REVITALIZATION STEERING COMMITTEE

MINUTES

January 6, 2014

The meeting was called to order by Chairperson Heidtke at 3:00 p.m. in Room T117 at Moraine Park Technical College, 2151 North Main Street, West Bend.

Members Present: Ray Heidtke, Paul Ustruck, John Walther, Jim Healy, Christian Tscheschlok, TJ Justice, Jessi Balcolm, Lisa Maylen, Curt Pitzen.

Members Excused: Justin Drew

Also Present: Deputy Planning & Parks Administrator Debora Sielski, Planner Joshua Glass, Office Manager Joanne Wagner, Deborah Reinbold, Richard Binder, Dave Holmes, Jolena Presti, Village of Jackson Director of Public Works Brian Colber, City of West Bend Planner Mark Piotrowicz and Joe Muskler.

Chairperson Heidtke called the meeting to order at 3:00 p.m. and read the affidavit of posting.

UPDATE ON EPA BROWNFIELDS GRANT PROPOSAL DEADLINE AND UPDATE

Mr. Holmes stated that the grant is due on January 22nd and will need to be postmarked by midnight of that date. The internal goal is to have a pretty complete, updated draft prepared by the end of this week.

SITE REVITALIZATION NOMINATION PROCESS AND DATA MINING

Ms. Sielski stated that the five coalition members have nominated 13 sites which will demonstrate that there is a lot of need and interest throughout the County. In terms of selecting the sites for a coalition, it is generally preferred that we proceed with at least one site per coalition member. For the grant application, there is a lot of emphasis on surveying low-income, economically distressed communities. Mr. Holmes gave a brief overview regarding some of the demographic data for these sites.

SITE SELECTION PROCESS

Ms. Presti discussed the six site selection criteria as follows:

- The presence of known or suspected environmental contamination – threats to public health
- The redevelopment potential and marketability of the site
- Community goals and the extent to which redevelopment furthers goals
- Quality of life factors (potential to eliminate blight and enhance community livability)
- Environmental justice considerations – disproportionate impact on sensitive or at-risk populations

The sites that were nominated by local governments were discussed and each local government representative at the meeting provided details for their nominated sites.

Motion by Mr. Tscheschlok, seconded by Mr. Pitzen to prioritize the sites described and reviewed today as follows:

- City of West Bend – combine sites #4 & #6 as presented

- Village of Jackson – prioritize site #2 and add the old Watson’s Vending building to the northern section
- City of Hartford – strongly recommend site # 8 leaving the final determination up to the City
- Village of Slinger – site #3 as presented
- Village of Richfield – site #13 as presented

Motion carried.

DISCUSSION OF COALITION PARTNERSHIPS

Ms. Sielski stated that to form an official EPA Coalition, the County needs at least two other local governments to step forward. Ms. Sielski put together a draft letter (enclosed) for consideration by the local governments. There is no financial commitment to partner with the County. The only commitment would be in-kind time to serve on the Site Revitalization Committee as well as assist in obtaining site access and provide site background information. Ms. Sielski stated that one of the things she would like this Committee to consider is that any local government entering the coalition would be made voting members of the committee once we receive the grant. Ms. Sielski requested that any of the coalition letters be returned to her by January 17th as the grant is due by January 22nd. **Motion by Mr. Tscheschlok, seconded by Ms. Maylen for any partnering municipalities to be made part of this coalition as voting members when we receive the grant. Motion carried.**

Mr. Tscheschlok inquired as to whether letters of support from some of the key partners sitting on the Committee would be helpful in the submitting of the grant. Ms. Sielski stated that it would be beneficial. Mr. Tscheschlok offered to craft support letters from Economic Development Washington County and Workforce Development.

Mr. Healy inquired about the timeline from submitting the grant request on January 22nd to finding out whether we have been awarded the grant. Mr. Holmes stated that typically they have announced it in May or June. If we are awarded the grant, there is a substantial amount of “pre-grant” administrative work that will need to be completed such as developing the Implementation Work Plan, EPA Cooperative Agreement, contracts with consultants and MOAs with Coalition Partners before any funding can be spent.

DISCUSSION OF NEXT SITE REVITALIZATION COMMITTEE MEETING

Ms. Sielski provided several options for the SRC to review the grant application. Consensus of the Committee was for Ms. Sielski to send out the completed grant application to the SRC via email for comment. The next meeting date will depend on if we are successful in obtaining the grant.

ADJOURNMENT

Motion by Mr. Ustruck, seconded by Ms. Maylen to adjourn the meeting at 4:35 p.m. Motion carried.

Debora Sielski
Deputy Planning & Parks Administrator