

SOUTH CENTRAL WISCONSIN RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818
 Harvey Kubly, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220
 MEMBER COUNTIES: DANE • GREEN

**Friday, May 20th, 2020, 2:00 PM,
 Green County Courthouse, 2nd Floor Courtroom,
 1016 16th Ave, Monroe, WI**

1. 2:15 Call to Order – *Harvey Kubly, Chair*

2. Roll Call. Establishment of Quorum – *Matthew Honer, SCWRTC Administrator*

	Commission members present for all/part of meeting:		Others present for all/part of meeting:
Dane County	Jay Allen	X	<ul style="list-style-type: none"> • Matthew Honer - Admin. • Paul Beach – Green County. • Drew Hanson – WIDNR • Teri Beckman, Rich Kedzior, Lisa Stern - WisDOT • John Glynn, resident.
	Chris James	X	
	Roger Hillebrand, <i>Vice Chair</i>	<i>Excused</i>	
Green County	Harvey Kubly, <i>Chair</i>	X	
	Oscar Olson, <i>Secretary</i>	X	
	Aaron Withee	X	

3. Action Item. Certification of Meeting’s Public Notice – *Prepared by Honer*

Honer stated that the notice and agenda were sent to the counties and confirmation of posting was received.

- *Motion to approve certification of meeting – Olson/James. Passed Unanimously*

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

- *Motion to approve agenda. – James/Olson. Passed Unanimously*

5. Action Item. Approval of draft January 2020 and March 2020 meeting minutes – *Prepared by Honer.*

- *Motion to approve January 2020 and March 2020 draft minutes – James/Olson. Passed Unanimously*

6. Updates. Announcements by Commissioners

John Glynn stated that he is a member of the Badger and Sugar River Trails friends group and attended the meeting to learn more about the conditions of the Stewart Tunnel.

7. Updates. Public Comment

None.

8. Action Item Officer Elections - *Honer*

Honer stated that the charter of the commission requires that elections take place each year and that the commission shall have a chair, vice-chair, secretary, and treasurer. Honer as for a chair nomination.

- *Motion to nominate Harvey Kubly as chair – Olson/James. Motion to close nomination – Olson/James. Passed Unanimously.*
- *Motion to nominate Roger Hillebrand as vice-chair – Olson/James. Passed Unanimously.*
- *Motion to nominate Oscar Olson as secretary – James/Kubly. Passed Unanimously.*
- *Motion to nominate Aaron Withee as treasurer – Olson/Kubly. Motion to close nomination – James/Olson. Passed Unanimously.*

REPORTS & COMMISSION BUSINESS

9. SCWRTC Financial Report – *Paul Beach, Treasurer.*

Beach reported the checking account and savings account balances as well as the actions taking place related to the CD accounts. Beach reported on total disbursements being \$6,207.66.

- *Motion to accept the treasurers report. – Olson/James. Passed Unanimously.*

10. WisDOT Report – *Lisa Stern, Rich Kedzior, Teri Beckman, WisDOT.*

Stern stated that WisDOT has established quarterly meetings with the City of Madison to address issues of encroachment over the next few years. Kedzior stated the City of Madison was going to hire an intern over the summer to document the encroachments, but that might be up in the air due to the COVID-19 situation. Stern stated it is possible that WisDOT may have personal to assist if the City does not.

11. WIDNR Report – *Drew Hanson, WIDNR.*

Hanson introduced himself to the Commission. He has worked for WisDOT, UW - Applied population Lab, Ice Age Trail, and the DNR. He started on May 11th and has some background related to trail recreation. Hanson stated he does not have much to report regarding the Stewart Tunnel because the WIDNR has not been able to make assessments on the Tunnel due to the travel ban within the WIDNR due to COVID-19. Hanson reported on the areas of the trail that are currently closed including the Stewart tunnel, McKee Rd in Fitchburg, and a location in Monroe.

12. SCWRTC Administrator's Report – *Honer, SCWRTC Admin.*

Honer stated SWWRPC has completed the initial organization, review, and refile of the SCWRTC files gathered from Eileen Brownlee's office. He expects to present a records retention policy to the commission for approval by the end of the year. He will be providing the new commissioner from Green County with several files that provide background on the SCWRTC and if any of the commissioners would like copies of these files they should contact him.

13. Update on Conditions at Stewart Tunnel – *WIDNR.*

No further updates on the Stewart Tunnel were available.

14. Discussion and Action on Staff Services Agreement – *Honer, Admin.*

Honer presented the staff services agreement between SCWRTC and SWWRPC. Honer explained that it has remained the same as prior years with the exception that "records management" was included as part of the regular staff services.

- *Motion to approve staff services agreement with SWWRPC – James/Olson. Passed Unanimously.*

15. Action Item – Adjournment

Harvey stated that he would like a copy of the minutes as quickly as possible to facilitate the transfer of treasurer's responsibilities.

- *Motion to adjourn at 2:42 pm – Olson/James. Passed Unanimously.*