

WRRTC NOVEMBER 10, 2023 MEETING MINUTES – APPROVED 12/8/2023

**Wisconsin River Rail Transit Commission
Commission Meeting – Friday, November 10, 2023 at 10:00 am
Hill Farms State Office Building – Madison, WI**

1. 10:00 AM **Call to Order** – *Alan Sweeney, Chair*
2. Roll Call. **Establishment of Quorum** – *Misty Molzof, Admin*

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

Commission met quorum, 22 commissioners present.

Others present for all or some of the meeting:

<ul style="list-style-type: none"> • Misty Molzof, <i>SWWRPC</i> • Eileen Brownlee, <i>Boardman & Clark</i> • Lisa Stern & Ben Mohlke, <i>WisDOT</i> • Ken Lucht, <i>WSOR</i>. 	<ul style="list-style-type: none"> • Don Vruwink, <i>OCR</i> • Alan Anderson, <i>Pink Lady RTC</i> • Tom Pinion, <i>City of Baraboo Engineer</i>
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3. Action Item. **Certification of Meeting’s Public Notice** – *Noticed by Molzof.*
 - *Motion to approve meeting’s public notice – Morris/Kannard. Passed Unanimously.*
4. Action Item. **Approval of Agenda** – *Prepared by Molzof.*
 - *Motion to approve the agenda. Scallon/Gilberts. – Passed Unanimously.*
5. Action Item. **Approval of draft October 6, 2023 Meeting Minutes** – *Prepared by Molzof.*
 - *Motion to approve the October 6, 2023 meeting minutes as presented. Orr/Anderson. Passed Unanimously.*
6. Updates. **Public Comment** – *Time for public comment may be limited by the Chair.*
Tom Pinion, City of Baraboo, stated that the city has a meeting set up with WisDOT next week regarding the Trans 29 permit; this is necessary in getting the Wis DNR permits required.

7. Updates. **Announcements by Commissioners**
Molzof stated that she was recently promoted to Assistant Director at Southwestern Wisconsin Regional Planning Commission, and while many of her roles may change, she will remain the Administrator for the Rail Transit Commissions.

REPORTS & COMMISSION BUSINESS

8. **WRRTC Financial Report** – *Huttenburg, Treasurer*
 - *Motion to approve the Treasurer’s Report. Anderson/Brien. Passed Unanimously.*

Huttenburg reported that there were no bills paid in September, interest income is increasing which reflects the current interest rates, and financial statements reflect WRRTC financial activity which has been minimal.
9. **2022 Audit Report** – *Huttenburg, Treasurer*
 - *Motion to accept the receipt of the 2022 audit report from Johnson & Block. McCumber/Morris. Passed Unanimously.*

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Huttenburg reported that there is nothing out of the ordinary in the annual audit and that the auditors do not value our physical assets.

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

Lucht reported that WSOR is nearing the end of their 2023 work schedule, have spent approximately \$2 million on track and structure materials, replaced approximately 9,000 ties system wide, installed 5 miles of continuous welded rail, and reconstructed 14 at-grade crossings. The recent derailment in Janesville was the result of a mechanical issues where the wheels were not fastened to the car the way that they should be and it had nothing to do with the track. The WSOR locomotive shop shell is up and they are planning to lay the track inside yet this year.

11. **WisDOT Report** – *Stern - WisDOT.*

Stern reported that the Merrimac Bridge project is wrapping up for the year, there is good movement on the Janesville Bridges, a meeting is being set up regarding the Baraboo Bridge and WisDOT and WSOR will be ordering removal of the sanitary sewer. Mohike reported that he will be taking over the Janesville Bridge project and is looking forward to fulfilling his role.

12. **WVRTC Committee(s)** - Sweeney, Chair

- o *Motion to form a 5-member advisory committee appointed by commission chair for discussions regarding the Walking Iron Trail. Larson/Huttenburg. Passed Unanimously.*

13. **Walking Iron Trail, Dane County Portion.** Stern – WisDOT.

Stern stated that amendments to the operating agreement will need to be done, WSOR has released up to milepost 4.72, and Dane County is ready to take over for the extension of the trail. WVRTC owns the infrastructure (rail, etc.); therefore, we will need an agreement to release ownership and decide how to dispose of it (sell it, donate, etc.). Krueger reported that the Sauk County bridge will be delayed until 2025 due to new comments received from Bureau of Structures and federal grant requirements. Krueger stated that this will allow Dane County time to get their trail extended and be ready for the bridge.

14. **Walking Iron Trail, Dane County Portion.** Stern – WisDOT.

- o *Motion to allow attendance by commissioners virtually on an as-needed basis. Schaefer/Huttenburg.*
- o *Motion amended to require a 48-hour advance notice to administrator for those who need to attend virtually. Krueger/Larson. Passed unanimously.*
- o *Amended motion: Allow attendance by commissioners virtually on an as-needed basis to those commissioners who request an option from the administrator a minimum of 48-hours in advance of the meeting. Passed unanimously.*

Larson stated that commissioners are encouraged to minimize these requests; however, the commission should be accommodating in situations where virtual attendance is necessary.

15. **Adjournment.**

- o *Motion to Adjourn at 10:55 am. Kannard/Scallon. Passed Unanimously.*