

SOUTH CENTRAL WISCONSIN RAIL TRANSIT COMMISSION

1 University Plaza • 719 Pioneer Tower • Platteville, Wisconsin 53818
Harvey Kubly, Chair • Commission Office Phone 608.342.1636 • Fax 608.342.1220
MEMBER COUNTIES: DANE • GREEN

Wednesday, January 23, 2013, 2:00pm, Fitchburg DNR Facilities, 3911 Fish Hatchery Road, Fitchburg, WI

1. Harvey Kubly, Chair called the meeting to order at 2:04 PM.
2. Roll Call. **Establishment of Quorum** – *Mary Penn, SCWRTC Administrator*

Commission members present for all/part of meeting:		Others present for all/part of meeting:
Jay Allen, Dane Co.	2:12PM – 2:40PM	Mary Penn, Administrator
Jim Haefs-Flemming, Dane Co.	excused	Frank Huntingdon, Kim Tollers, Roger Larson, WDOT
Paul Ziehli, Dane Co. Vice Chair	x	Dana White-Quam, Brad Bates, WDNR
Harvey Kubly, Green Co., Chair	x	Bernie Robinson, Friends of the Badger Trail
Oscar Olson, Green Co.	x	
Ron Wolter, Green Co. Treasurer	x	

3. Action Item. **Certification of Meeting’s Public Notice** – *Prepared by Penn*
 - *Motion to approve certification of meeting – Ziehli/Wolter, Passed Unanimously*
4. Action Item. **Approval of Agenda** – *Prepared by Penn*
 - *Motion to approve agenda – Olson/Wolter, Passed Unanimously*
5. Action Item. **Approval of draft October minutes** – *Prepared by Penn*
 - *Motion to approve draft October minutes – Wolter/Olson, Passed Unanimously*
6. Updates. **Public Comment** – There were no comments.
7. Updates. **Correspondence & Communications** – There was no correspondence or communications to report.
8. **SCWRTC Financial Report** – *Ron Wolter, SCWRTC Treasurer*
Ron Wolter gave the Treasurer’s Report for the past quarter.
 - *Motion to approve the Treasurer Report – Olson/Ziehli, Passed Unanimously*
 - *Motion to Pay to Bills – Ziehli/Olson, Passed Unanimously*
9. **WisDOT** –Frank Huntingdon, Kim Tollers, Roger Larson, WDOT

Frank Huntington informed the Commission that the DOT had forwarded their budget to the governor, noting that it would be an increase to \$60M, a return to funding levels of 2 years ago. This would allow the DOT to do more projects, and noting that increased funding could include the possibility of the purchase of the line to Reedsburg. He said that applications for the grant program were due by the end of February and some applications had been received to date. One application they expected is from WSOR to open a line from Oregon to Madison for the Lycon Read-mix facility. Huntington said the track would need to be rehabilitated and there would be some bridge work too. Wolter asked about cars being stored on this line and Huntington said they would possibly be moved south, between Oregon and Brooklyn. There was additional discussion about the extra cars and their storage requirements and where they would go pending completion of this project. Kubly asked if the acquisition cost of the Reedsburg line would come entirely from the upcoming biennial budget or be distributed over several. Huntington said that would come out in the negotiations with the seller, and no price has been set yet, noting that DOT would like the price to be set before their budget goes to the governor's office.

10. DNR Report – Dana White-Quam, DNR Regional Park Specialist

Dana White-Quam introduced Bernie Robinson, Treasurer of the Friends of the Badger Trail group to the Commission. She then said that she and Brad Bates were continuing to work on the encroachment issues (discussed primarily at the October 2012 meeting) occurring along the corridor. She said they would be sending letters to violators, letting them know where the line was. In regard to the 8th Street Bridge issue, she said the issue's resolution is being negotiated with the contractor but the DNR will not push for a replacement of the structure. Instead they will negotiate with the contractor to purchase grooming equipment that will be able to pass through the bridge. Because there is currently a segment of the trail (about a ½ mile) not being groomed, a snowmobile accident did occur recently, resulting in minor injuries and an ambulance. This occurred despite the ungroomed segment having signage indicating its condition. The DNR is hoping that the bridge contractor will come to a resolution that will suit everyone's needs so the trail can be completely groomed.

11. SCWRTC Administrator's Report –*Penn, SCWRTC Admin.*

Penn told the Commission she had received hard copies of the 2011 Audit and would be sending hard and electronic copies of them to the member county clerk. Paul Ziehli asked that electronic copies also be sent to the Commissioners. She reminded the Commissioners of their term limits, pointing out that Oscar Olson had been reappointed to the Commission and that Jay Allen's appointment will expire in April of this year. She then distributed copies of her work days and times since she works reduced hours and wanted Commissioners to know when she would not be available.

12. Discussion and possible approval on proposed trailhead development on the Badger State Trail in

Monroe – Dana White-Quam, Brad Bates, WDNR

White-Quam distributed handouts showing the proposed site and had large posters of the same on the wall. She gave a brief re-cap of the issue at hand, saying this development would provide for bathroom and water facilities for trail users as well as a picnic shelter for recreationists, and kiosks for educational purposes. She addressed questions from the October SCWRTC 2012 meeting which were about what kind of land work would be done on the corridor itself. She said for the most part, the corridor is pretty flat and therefore not a lot of land work need be done. She pointed out particulars of elevation for the proposed site shown on the posters. The trail would not be moved to accommodate the site and only minor grading would occur. Even on the steepest part of the site a retaining wall would not be necessary. She said the vast majority of the site was flat leading to "little to no" grading needed. She said the storm water flow would move towards 14th avenue which has curb and gutter. Huntington asked if the edge of the building would be 15' from the edge of the trail and would the edge of the trail be about 20 or 25' from the center line. White-Quam and Brad Bates confirmed it was 25'. White-Quam told the Commission that this proposal was supported by the WDNR and it would be entering into a formal agreement with the City of Monroe. After the site work would be completed, the management of the site would be WDNR's responsibility. Huntington said this would be a substantial building but yet the location is a rails-to-trails situation and if rail would come back, the WDNR would remove the structure and its associated infrastructures (e.g. water/sewer). He reminded the Commission that this is not a novel project, noting a similar project in Darlington along the Cheese Country Trail.

White-Quam said Phase 1 would be the comfort station (building), Phase 2 would be for parking, and Phase 3 would be expanded parking. She told the Commission that she hoped advanced phases would be supported by the

WDOT and the SCWRTC, particularly when they get to the point where they would be negotiating with neighbors in light of potential encroachment issues. Allen said he was concerned that there might be erosion from the parking lot impacting the trail. Robinson said the Monroe City Engineer was working with Friends of the Badger Trail group and there would be a retention pond where runoff could move to. Huntington pointed out the ROW was 200' wide. Storm drainage from the building footprint would go toward 14th street. Ziehli asked what would happen if rail came back and White-Quam said in that case the building would be removed by the WDNR. Huntington said this requirement would also be laid out in the permit. Kubly asked why wouldn't the shelter/building go more in area designated for the parking lot and thus avoid removal if rail returned. White-Quam said for trail users it would be too far from the trail and if the building were moved to the parking area that would eat up parking spaces, noting that the parking area could be used in the winter for snowmobile trailers. Kubly commented that he was amazed that the shelter was not located at the parking area and instead so close to the trail. Robinson said that had been looked at but there were access issues and cost issues associated with utilities. At this point, Allan had to leave the meeting but stated that he was in support of the project.

In regard to encroachments, White-Quam said the DNR would like the existing encroachments removed; Huntington said WDOT did not object to that and that he was comfortable with the WDNR proceeding with the development if the Commission concurred. White-Quam said that from the WDNR's standpoint, one of the reasons she wanted Commission and DOT's support would make it easier for WDNR staff to act. Roger Larson asked what the residents along the street thought of the development. Robinson said the property owner with the encroachment had some trepidation. White-Quam said the Friends group is working with the City and the City engineer and the Friends group has gotten two WDNR grants to develop the site. The Friends group is eager to move forward with the development. Ziehli asked if the Monroe City Engineer had looked the proposal over and Robinson said they (Friends) were working together on this.

Huntington also pointed out that if the shelter were put closer to the parking area, there would be a greater chance the building wouldn't need to be moved if rail came back. He said he didn't know where a possible joint use of trail/rail would be (which was suggested by White-Quam as a possibility). Bates asked what would be the ideal distance from the centerline. Huntington said 33' is the standard based on a typical 66' corridor. Some of the statutes refer to 33' from the centerline; agreements outside of 33' can be DOT decisions. Less than 33', the rail operator, the WDOT and the Commission would need to agree.

Kubly said he thought that they should try to have the shelter building as far away from the line as possible in case rail returned. Robinson said in that case there would be no use for the shelter.

- *Motion to approve as the issue pending legal review – Ziehli/Olson, Passed Unanimously*

Kubly said he questioned the term "land owner" used on the 11x17 handout as the landowner should read WDOT. White-Quam concurred and said she would correct it. Huntington said WDOT has not made a final decision yet but they would soon and with the knowledge that the Commission approved.

13. Consideration and possible approval of 2012 SCWRTC Audit Engagement Letter with Johnson Block – Penn, SCWRTC Admin.

After confirming with Penn that he had received the Audit Engagement Letter, Kubly said that the Johnson Block audit for 2012 was the same except the cost would increase to \$1,200. He expressed some skepticism as to the increase since no one from the Johnson Block office ever comes to see either him or other SCWRTC staff, he would be willing to try to negotiate the price back to the previous year's amount. He added that there was no travel time by Johnson Block so it was troubling the price was going up with no additional activity on the part of the auditors.

- *Motion to approve the 2012 audit letter with the possibility of negotiating \$1,100.00 price - Ziehli/Olson, Passed Unanimously*

14. Consideration and possible approval of 2013 staff services agreement with SWWRPC –Penn, SCWRTC Admin.

Penn gave the staff services to Kubly, stating that it was identical to last year's and there was some discussion on the cost of the agreement as the amount needed to be entered to reflect the draft budget. After checking, Penn said the contract amount in the draft budget was \$4400.

- *Motion to approve staff service agreement, not to exceed \$4400 – Olson/Ziehli, Passed Unanimously*

15. Consideration and possible approval of 2013 SCWRTC Budget –Penn, SCWRTC Admin.

Penn distributed the draft 2013 budget to the Commissioners telling them it was identical to last year's.

- *Motion to approve the draft 2013 budget as presented – Wolter/Olson, Passed Unanimously*

There was a brief discussion regarding the meeting date for the Commission's spring meeting but when it was clarified that the issue was in fact in relation to the Pecatonica Rail Transit Commission, there was no issue.

16. Action Item – Adjournment

- *Motion to adjourn at 3:13 – Ziehil/Olson, Passed Unanimously*