

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

**Wednesday, January 25, 2017, 2:00 PM, Fitchburg DNR Facility,
Raptor Conference Room, 3911 Fish Hatchery Rd, Fitchburg, WI 53571-5367**

1. **2:00 PM** **Call to Order** – *Harvey Kubly, Chair*
2. Roll Call. **Establishment of Quorum** – *Troy Maggied, SCWRTC Administrator*

Commission members present for all/part of meeting:		Others present for all/part of meeting:
Jay Allen, Dane Co.	absent	<ul style="list-style-type: none"> Troy Maggied, Administrator Dana White-Quam, WDNR
Jim Haefs-Flemming, Dane Co.	absent	
Paul Ziehli, Dane Co. Vice Chair	x	
Harvey Kubly, Green Co., Chair	X	
Oscar Olson, Green Co.	X	
Ron Wolter, Green Co. Treasurer	X	

Commission achieved quorum.

3. Action Item. **Certification of Meeting’s Public Notice** – *Prepared by Maggied*
 - Motion to approve certification of meeting – Wolter/Olson, Passed Unanimously*
4. Action Item. **Approval of Agenda** – *Prepared by Maggied*
 - Motion to approve agenda – Wolter/Ziehli, Passed Unanimously*
5. Action Item. **Approval of draft July 2016 meeting minutes** – *Prepared by Penn/Maggied*
 - Motion to approve July 2016 minutes – Wolter/Olson, Passed Unanimously*

6. Updates. **Public Comment**
None

7. Updates. **Correspondence & Communications**
Maggied also presented a letter from Boardman and Clark stating their hourly fees will increase from \$160 to \$175 per hour effective January 1, 2017.

REPORTS & COMMISSION BUSINESS

8. **SCWRTC Financial Report** – *Ron Wolter, SCWRTC Treasurer*
 - Motion to approve Treasurer’s Report– Olson/Zhieli, Passed Unanimously*
 - Motion to approve payment of bills – Zhieli/Olson, Passed Unanimously*

Ron Wolter gave the Treasurer’s Report to the Commission, including bills received, Commission savings, and disbursements.

9. **Discussion and Possible Action to give Treasurer authority to pay bills under \$100**
Wolters requested authority to pay bills under \$100 in order to provide him the ability to pay an annual required fee. This fee is mandatory and non-negotiable, and historically Wolters has had to wait months for Commission approval prior to paying. This request would only allow him to pay this one fee, and nothing more.

SCWRTC JANUARY 2017 MINUTES APPROVED

- *Motion to give the Treasurer authority to pay bills under \$100 – Olson/Ziehli, Passed Unanimously*

10. WisDOT Report– Staff may include Kim Tollers, Roger Larson, WDOT
None

11. WDNR Report – Dana White-Quam, DNR Regional Park Specialist
White-Quam reported on upcoming activities and construction on the trail.

12. SCWRTC Administrator’s Report – *Maggied, SCWRTC Admin.*

Maggied reported on the resignation of Mary Penn, and that SWWRPC is working to refill her position with an anticipated start date before the April SCWRTC meeting.

13. Discussion and Possible Action on acknowledgement of the 2015 SCWRTC audit – *Maggied, SCWRTC Admin.*

Maggied provided a brief overview of the audit findings, which were similar to past years and the result of the SCWRTC being such a small organization. Kubly concurred that there were no unusual or concerning findings.

- *Motion to acknowledge the 2015 SCWRTC audit – Ziehli/Wolter, Passed Unanimously*

14. Discussion and Possible Action on 2016 audit engagement letter – *Maggied, SCWRTC Admin.*

Kubly stated he would like to negotiate with the auditors to see if the rate could be lowered, and said he would reach out to do so. The Commission said they could approve the signing of the engagement letter subject to the chair’s negotiation.

- *Motion to approve the 2016 audit engagement letter, subject to fee negotiation – Ziehli/Wolter, Passed Unanimously*

15. Action Item – Adjournment

- *Motion to adjourn at 2:52 PM – Olson/Wolter, Passed Unanimously*