

PECATONICA RAIL TRANSIT COMMISSION

719 Pioneer Tower • 1 University Plaza • Platteville, Wisconsin 53818
MEMBER COUNTIES: GREEN • IOWA • LAFAYETTE • ROCK

ADOPTED MINUTES

Pecatonica Rail Transit Commission

1:00pm • Friday, Jan 28th 2011 • Green Co. Courthouse, Upstairs Court Rm, 1016 16th Ave • Monroe, WI

1. Harvey Kubly, Chair, called the meeting to order at 1:00pm.
2. Commissioners present for all or part of the meeting:

Commissioner		Position	Present	Commissioner		Position	Present
Green	Harvey Kubly	Chair	X	Iowa	Charles Anderson	Secretary	
	Oscar Olson	Treasurer	X		Jerry Dorscheid		X
	Ron Wolter		X		Philip Mrozinski		X
Lafayette	Leon Wolfe			Rock	Ben Coopman	Alternate	
	Patrick Shea represented by Duane Larson		X		Wayne Gustina		
	Gerald Heimann represented by John Bartles	Alternate	X		Alan Sweeney	1st Vice Chair	X
	Ted Wiegel				Terry Thomas	2 nd Vice Chair	X

Others present for all or part of the meeting: Bob Voegel, Larry Whitehead, Mary Whitehead, Davie Breunig (City of Darlington); Jerry Guth (Green County), Ken Lucht (WSOR), Jerry Guth (Green County Board), Frank Huntington & Ethan Johnson (WDOT), Amy Seeboth (PRTC Administrator).

3. Certification of Public Notice – Seeboth, PRTC Administrator
4. Motion accepting the Agenda, prepared by Seeboth – Sweeney / Dorscheid - passed unanimously.
5. Motion approving the draft July Minutes - Thomas / Sweeney - passed unanimously.
6. Public Comment - Larry Whitehead from Green County, Jefferson Township asked the Commission how many feet of right of way the rail has, and who's responsible for maintaining the crossing in this Community. Whitehead said that he does not believe the crossing is up to standards and brought photographs to share. Staff told Whitehead that maintenance of crossing is WSOR responsibility, improvement of crossing is the Wisconsin Office of the Commissioner of Railroads responsibility. The width of the right of way depends upon the location. Seeboth said that she would follow-up with Whitehead.
7. Correspondence & Communications – None.

REPORTS & COMMISSION BUSINESS

8. PRTC Financial Report – Oscar Olson, PRTC Treasurer, Seeboth passed out copies of the adopted 2009 Audit.
 - Motion approving Treasurer's Report - Sweeney / Mrozinski - passed unanimously
 - Motion approving Payment of Bills- Mrozinski / Wolfe - passed unanimously
9. Wisconsin & Southern Railroad's Report on Operations – Lucht presented PRTC with a book from WSOR celebrating WSOR's 30th anniversary. Lucht did not have a report.
10. PRTC Administrator's Report– Seeboth asked if there are future topics that the Commission would like placed on the agenda. Sweeney asked that the Commission consider adding an agenda topic to the Spring agenda to explore the funding of the Commission. He said that Commissioners need to be brought up to speed on the funding sources and where the funding goes, both generally and other historical topics that have to do with the funding. Sweeney said that he will try to bring some information from their financial person at Rock County to that meeting.

- 11. WisDOT** – Frank Huntington reported that WDOT FRIIP and FRPP grant and loan applications are due February 1st. They are not yet sure how many applications to expect, but they do believe that even though funding has gone up for these programs in recent years (to \$30 million), they still will not be able to fund all of the FRPP applications. WDOT is looking to purchase the Madison to Reedsburg lines with some of the FRPP funds this year if that project is approved. FRIIP still has funding available. They will not know how much funding will be available for these programs in the next budget and will not know that until at least June 1st.
- 12. Tri-County Trail Commission Update-** Wolfe reported that the TCTC has some grant funds to do trail work including place new gravel on the trail, but snow came early this year and they have not had an opportunity yet to do it. There is concern about a cricket frog, so they have to be careful about doing this work along the river. Work should be done in March-April. They are working on a survey of trail users, the survey should last 12 months and they are three months in; they have a lot of volunteers involved. During this time the Trail was closed for a while, and so they didn't do the survey during that time. The Trails are all open now and in good shape. The TCTC is working to coordinate their groomers, 4-5 different organizations do the grooming.
- 13. Update on Comfort Station** – A draft of the lease has been provided again to the City of Darlington and their Attorney is reviewing it. Dave Breunig from the City said that in paragraphs 9.2 of the lease there is a typo (8.1 should be 9.1) and added that the Attorney wanted to be sure the Council was aware of items 3.3 and 3.4.
- 14. Consideration and approval of 2011 PRTC Budget-** Commissioners were provided with a draft copy of the budget for review and asked that Seeboth check into the time of the WSOR and PRTC lease agreement, they also had questions about expenses exceeding the revenue. Kubly pointed out that interest from the CD's helps to cover that difference.
- **Motion approving the 2011 PRTC Budget**– *Dorchied / Thomas – passed unanimously*

2011 PRTC Budget	
Projected Expenses for 2011	PRTC Expenses
SWWRPC – Staff Services	\$6,500.00
Kraemer & Brownlee – Legal Services	\$1,500.00
Johnson Block – 2010 Audit	\$1,100.00
Miscellaneous	\$200.00
PRTC Contribution to TCTC for Fencing	\$5,000.00
Total Projected Expenses:	\$14,300.00

Projected Revenue for 2011	PRTC Revenue
Operating Agreement – WSOR Lease (annual total)	\$12,000
Darlington- Buston Lease (Lane Number)	\$250.00
Darlington – Republican Journal	\$50.00
Browntown – Land Lease	\$100.00
Brewery Creek, Mineral Point	NA (was paid in advance)
Wuttke Lease (formerly Super Soy)	NA (was paid in advance)
Estimated Misc. Permits	Amount TBD
Total	\$12,400.00

- 15. Consideration of PRTC Fee Schedule-** Seeboth explained that the PRTC has not before had a schedule of fees for permitting costs. The idea behind a fee schedule is to recoup costs associated with private crossings or utility permits along the corridor owned by PRTC (WDOT takes care of utility permitting along their corridor). Seeboth provided the Commissioners with a draft Schedule based upon the WRRTC schedule. The Commission suggested several modifications including reviewing necessary fee categories, adding language that acknowledges WSOR's additional fees, clarifying the meaning of "special use permit" and billing different amounts for non-profit/profit organizations, if pertinent.

- **Motion that Seeboth research suggested changes to the Fee Schedule, make modifications and return with a new draft at the next meeting-** *Dorcheid / Sweeney – passed unanimously*
- 16. Motion to enter into an agreement with Johnson Block for 2010 PRTC Audit –** *Sweeney / Mrozinski - passed unanimously*
- 17. Motion to enter into a 2011 Staff Services agreement with SWWRPC –** *Mrozinski / Thomas – passed unanimously*
- 18. Motion to adjourn at 2:09 –** *Thomas / Bartles – passed unanimously*