

# 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 24<sup>th</sup>, 2018, 2:00 PM, Fitchburg DNR Facility,  
 Raptor Conference Room, 3911 Fish Hatchery Rd, Fitchburg, WI 53571-5367**

**1. 2:02 PM**            **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:
Jay Allen, Dane Co.	X	<ul style="list-style-type: none"> <li>• Matthew Honer, Admin. SCWRTC</li> <li>• Kim Tollers, WisDOT</li> <li>• Dana White-Quam, DNR</li> </ul>
Jim Haefs-Flemming, Dane Co.	<i>Absent</i>	
Roger Hillebrand, Dane Co.	X	
Harvey Kubly, Green Co., Chair	X	
Oscar Olson, Green Co.	X	
Ron Wolter, Green Co. Treasurer	X	

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

- *Motion to approve certification of meeting – Allen/Wolter. Passed Unanimously*

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

- *Motion to approve agenda – Allen/Wolter. Passed Unanimously*

**5. Action Item.**    **Approval of draft October 2017 meeting minutes** – *Prepared by Honer*

- *Motion to approve October 2017 minutes – Olson/Hillebrand, Passed Unanimously*

**6. Updates.**            **Public Comment**

No comment.

**REPORTS & COMMISSION BUSINESS**

**7. SCWRTC Financial Report** – *Ron Wolter, SCWRTC Treasurer.*

Wolter reported the treasurer’s report. The checking balance on 12/31/2017 was \$8747.76. Total Receipts to 12/31 were \$360.68 and total disbursements were \$0. Total balance as of December 31<sup>st</sup>, 2017 of CD savings accounts and checking accounts is \$158,747.76.

- *Motion to approve Treasurer’s Report– Olson/Allen. Passed Unanimously.*

*Wolter presented bills from SWWRPC and Johnson Block.*

- *Motion to approve the Bills– Allen/Olson. Passed Unanimously.*

**8. WisDOT Report** – *Kim Tollers, WisDOT.*

*Tollers had nothing to report*

**9. WIDNR Report** – *Dana White-Quam, WIDNR.*

Quam White Reported that the city of Fitchburg is putting in a new road due to expansion of Sub Zero’s facilities which will result in crossings.

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

Honer reported that he had received documents from the Jane Addams Trail Commission, include engineering plans for the entire trail, from the border to Freeport, and the agreement between the IDNR and the Trail Commission. Honer reported that he received property assessments for two parcels in Stephenson County, both did not have an assessment value. Honer reported that he corresponded with UW – Platteville regarding the Stewart Tunnel, Johnson and Block regarding the Audit, and cleaned up the existing file structure. Additionally, SWWRPC has moved all SCWRTC's files that were stored in Eileen Brownlee's office in Fennimore to the SCWRTC office in Platteville. These files being located on site will facilitate a better administration of the organization and its assets as well as an access to the knowledge of the institution.

**11. Discussion and Action to acknowledge the 2016 Audit – Kubly, Chair.**

Kubly stated that there was nothing different from previous years. Allen asked why we are just now getting to the 2016 Audit. Kubly stated that he had tried to get a better price but was unsuccessful.

- *Motion to acknowledge the 2016 Audit – Allen/Hillebrand. Passed Unanimously.*

**12. Discussion and Action to sign representation letter for 2016 Audit – Kubly, Chair.**

- *Motion to authorize Chair Kubly to sign the representation letter for the 2016 Audit – Allen/Wolter. Passed Unanimously.*

**13. Discussion and Action on 2017 audit engagement letter – Kubly, Chair.**

Allen asked if he thinks it is possible to get a better price considering that nothing really changes. Tollers stated that WRRTC shopped around for a better price and did not find anything. Kubly stated that liability insurance for audits is very pricey so smaller organizations do not undertake audits and that he had no luck last year in trying to negotiate the price. Allen stated that the auditors waive liability anyways.

- *Motion to authorize Chair Kubly to sign the 2017 audit engagement letter – Allen/Hillebrand. Passed Unanimously.*

**14. Discussion and Possible Action on mileage reimbursement for UW – Platteville Senior Design Students – Honer, Admin.**

UW- Platteville has chosen the Stewart Tunnel as a senior design project for the semester. The ceiling of the tunnel is currently in disrepair and failing in certain areas. The DNR has used a netting system, but it is not a long term solution. The engineering department at UW – Platteville has a final project for senior students in which they get to work on real world problems with real clients. Currently, Kim Tollers, Dana Quam-White, and David Andruczyk will be on the steering committee. Honer stated that UW – Platteville asked if there is any financial reimbursement or contribution that the commission could make to the engineering department. At our last meet mileage reimbursement was discussed. The Professor stated that students will be expected to make at least two visits to the site. A single car's round trip from UW – Platteville to the tunnel is 116 miles. At standard IRS rate, that is a reimbursement of \$63.22 per round trip.

White Quam stated that there have been continuing issues with the tunnel since DNR has taken over maintenance. She stated that the cold air comes into the tunnel and freezes the spring water and breaks the bricks and rocks in the ceiling. She reiterated that the netting is not a long term solution and that having engineers look at the issue is a benefit. Tollers stated that whatever solution is made for the tunnel it needs to take into effect the return to rail, yet the tunnel itself is not compatible with modern rail traffic. The trail is being treated as a rails to trails corridor, so all improvements need to take into account the potential return to trail. Allen asked the potential of a solution being implemented, and who would be responsible. Tollers stated that according to agreements the DNR is responsible for maintenance, but the tunnel could be considered beyond regular maintenance. Hillebrand stated that the tunnel is a popular attraction of the trail and brings a lot of riders to Belleville. Quam-White stated that DNR will work to fix the ceiling and prevent future damages.

- *Motion to approve mileage reimbursement up to \$250 for UW – Platteville Senior Design Project – Hillebrand/Wolter. Passed Unanimously.*

**15. Action Item - Adjournment**

- *Motion to adjourn at 2:41 pm – Allen/Hillebrand. Passed Unanimously*