

**MINUTES**  
of the  
**Capital Area Regional Planning Commission**

**August 14, 2025**

**In Person (DeForest Village Hall) and Zoom Webinar**

**6:00 pm**

---

**Commissioners Present:** Maureen Crombie, Steve Greb, Peter McKeever, Heidi Murphy, David Pfeiffer, Cynthia Richson, Caryl Terrell (joined 6:24), Bill Tishler, Regina Vidaver

**Commissioners Absent:** Audra Dalsoren, Jim Schuler, Alison Volk

**Staff Present:** Nick Bower, Sean Higgins, Jason Valerius, Joan Stuessy

**Other:** Alex Allon, Tyler Bratz, T Bischoff, Matt Miller, Greg Matthews

**1. Establish Quorum**

The meeting was called to order by acting Chair Murphy at 6:09 pm. (Chair Pfeiffer delegated the chair role to Commissioner Murphy because she was attending in person and he was attending virtually.) A quorum was established.

**2. Public Comment on Matters not on the agenda. None**

**3. PUBLIC HEARING**

- a. Public Hearing on a Proposed Amendment of the *Dane County Water Quality Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Northern Urban Service Area (#2502 Village of DeForest – “Pomp’s Tire”)

- (1) Applicant Presentation – Amendment Overview

Nick Bower presented.

- (2) Open Public Hearing to Take Testimony from Attendees, Close Public Hearing

Acting Chair Murphy opened the public hearing at 6:21 p.m. No comments were made. Acting Chair Murphy closed the public hearing at 6:22 p.m.

- (3) Commissioner Questions and Discussion

Matt Miller, Greg Matthews and representatives from Pomp’s Tires answered questions from the Commission.

**4. Consent Agenda (*all items below are actionable items*) (6:33)**

- a. **Minutes of July 10, 2025 CARPC Meeting**

- b. **Executive Committee Recommendations**

- (1) **Approve June 2025 Financial Statements and Operating Account Reconciliation**

Commissioner Crombie moved to approve the Consent Agenda, second by Commissioner Vidaver. The motion carried unanimously.

**5. Resolution 2025-05 Approving the CARPC Guidelines for Work Outside Dane County (*actionable item*) (6:36)**

Commissioner McKeever moved to approve Resolution 2025-05 Approving the CARPC Guidelines for Work Outside Dane County. Terrell seconded and affirmed the consensus amendment to add the word “Wisconsin” to the document. The motion carried unanimously.

**6. Resolution 2025-06 Recognizing Nick Zavos for Service to CARPC (*actionable item*)**

Commissioner Richson moved to approve Resolution 2025-06 Recognizing Nick Zavos for Service to CARPC, Commissioner Terrell seconded the motion. The motion carried unanimously.

**7. Update on Regional Population Projections – Staff presentation and discussion**

Sean Higgins presented regional population projections for 2020-2050 as prepared by the Regional Data Group. The Commission asked questions and discussed the methods and findings of the process.

**8. Update on the MMSD Effort to Discontinue Effluent Return to Badger Mill Creek – Staff presentation and discussion**

Nick Bower provided updates on efforts to revise the location of treated effluent from the MMSD Nine Springs WWTP. The Commission asked questions and discussed preferences for next steps.

**9. Reports**

- a. Commission Chair
- b. Executive Director
  - (1) Program and Services Updates
  - (2) Partnership Updates

**10. Future Agenda Items (next meeting September 11, 2025, via Zoom Webinar and in-person location TBD, 6:00 pm)**

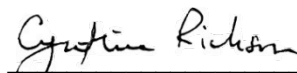
- a. 2024 CARPC Audit
- b. 2024 CARPC Annual Report
- c. 2025-2026 Cost Allocation Plan
- d. Resolution – Guidance on CARPC Operating Reserve Amount
- e. Others?

**11. Adjournment**

Commissioner McKeever moved to adjourn the meeting, Commissioner Richson seconded the motion. The motion carried unanimously. Meeting adjourned at 8:20 p.m.

Minutes prepared by Administrative Services Manager and reviewed by Executive Director

Respectfully Submitted

  
\_\_\_\_\_  
Cynthia Richson, Secretary