

MINUTES
of the
Capital Area Regional Planning Commission

October 9, 2025

Zoom Webinar

6:00 pm

Commissioners Present: Cynthia Richson, David Pfeiffer, Bill Tishler, Heidi Murphy, Jim Schuler, Maureen Crombie, Peter McKeever, Regina Vidaver, Steven Greb, Caryl Terrell

Commissioners Absent: Allison Volk, Audra Dalsoren

Staff Present: Jason Valerius, Matthew Kozlowski, Nick Bower, Melissa Michaud, Prachi Mehendale

Others Present: Noah Lieberman, Anne Gravel Sullivan

1. Establish Quorum

The meeting was called to order by Chair Pfeiffer at 6:01 pm. A quorum was established.

2. Public Comment on Matters not on the agenda.

Noah Lieberman introduced himself to the Commission as a pending appointee by the City of Madison

3. **Consent Agenda (*all items below are actionable items*) (6:03 pm)**

- a. **Minutes of September 11, 2025 CARPC Meeting**
- b. **Executive Committee Recommendations**
 - (1) **None**

Commissioner Crombie moved to approve the consent agenda, seconded by Commissioner Murphy. The motion carried unanimously.

4. **Amending the *Dane County Water Quality Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Belleville Urban Service Area (#2503 Village of Belleville – “Badger Trails”) (6:03 pm)**

- a. Overview of Consistency with State and Local Standards (Staff Presentation)

Nick Bower presented details on responses to previous public comments and the proposed amendment.

Commissioner Richson asked for additional details about meetings between the village, the public, and CARPC staff.

Anne Gravel Sullivan provided additional details about the meeting and next steps.

Commissioner McKeever asked questions about the jurisdiction for the amendment given the site's position just outside of Dane County and additional questions about the relationship between the developer and the village in addressing concerns.

Nick Bower provided additional information about the meeting and discussions that followed the previous public hearing.

Commissioner Greb asked for additional details about the specific areas shown on the map.

Commissioner Schuler asked for additional information about where the recommendations made in the letter get addressed.

Nick Bower provided additional details about the process for the letter including the proposed recommendations and requirements that are addressed to the village, but they're included in our letter to the DNR.

Commissioner McKeever stated a preference to see written agreements in place for future recommendations and conditions on these proposals.

Nick Bower provided additional details about how the management letter gains legal authority by virtue of the DNR's review and approval in the process, and compliance is verified during the following process where CARPC conducts a sewer extension review in a later stage of the development.

Commissioner Greb asked about the process for additional review by CARPC, DNR, and the village moving forward.

b. **Approval of CARPC Management Letter #2503 – Belleville USA, Recommending to the Wisconsin DNR an Amendment of the *Dane County Water Quality Plan* in Belleville Urban Service Area (*actionable item*)**

Commissioner Richson moved to amend Management Letter #2503 to add "Review and approval of stormwater management plan(s) for the amendment area is required by CARPC staff as part of the sewer extension review process, to ensure that these agreements have been pursued" and "to the maximum extent practicable" to Additional Agreements for the Amendment Area, seconded by Commissioner Terrell. The motion carried unanimously.

Commissioner Richson moved approval of CARPC Management Letter #2503 as amended, seconded by Commissioner Terrell. The motion carried unanimously.

5. **Dane County Road-Stream Crossing Inventory – Staff presentation and discussion (6:50 pm)**

Melissa Michaud and Prachi Mehendale presented details about the Dane County Road-Stream Crossing Inventory.

Commissioner Tishler asked for more details about design elements for culverts and aquatic wildlife impacts.

Commissioner Richson asked about the scope of the project and whether we have funding to cover the entirety of Dane County.

6. **CARPC Resolution 2025-10, Recognizing October 16, 2025, as the "Imagine a Day Without Water" National Day of Action (*actionable item*) (7:12 pm)**

Melissa Michaud presented details about the national day of action and CARPC's plans for publicity around the day.

Commissioner Richson moved approval of CARPC Resolution 2025-10, seconded by Commissioner Murphy. The motion carried unanimously.

7. **CARPC Resolution 2025-11, Authorizing the Environmental Resources Planner to Execute WDNR Surface Water Education and Planning Grants and Related Documents for Starkweather Creek (*actionable item*) (7:14 pm)**

Melissa Michaud presented details about the grant writing process for both the education and planning sections of the grant.

Commissioner Richson moved approval of CARPC Resolution 2025-11, seconded by Commissioner Schuler. The motion carried unanimously.

8. **CARPC Resolution 2025-12, Authorizing the Sr Environmental Engineer to Execute WDNR Surface Water Planning Grants and Related Documents for Black Earth Creek and Brewery Creek**

(actionable item) (7:15 pm)

Commissioner McKeever moved approval of CARPC Resolution 2025-12, seconded by Commissioner Richson. The motion carried unanimously.

9. Acknowledgement of Receipt – August 2025 Financial Management Report (actionable item) (7:16 pm)

Commissioner Richson moved to acknowledge receipt of August 2025 Financial Management Report, seconded by Commissioner Crombie. The motion carried unanimously.

10. Acknowledgement of Receipt – 2024 Audit and Required Communications to the Commission (actionable item) (7:18 pm)

Jason Valerius presented details about the audit process and outcomes.

Commissioner Richson moved to acknowledge receipt of 2024 Audit and Required Communications to the Commission, Commissioner Crombie seconded. The motion carried unanimously.

11. Reports (7:20 pm)

a. Commission Chair

Ad-Hoc Water Quality Subcommittee continues work to prepare a report from staff to the Commission. Chair Pfeiffer and Jason Valerius will also participate in events around the Imagine a Day Without Water National Day of Action.

b. Executive Director

- (1) Program and Services Updates
- (2) Partnership Updates

Jason Valerius provided an overview of the Executive Director's report.

Commissioner Richson asked questions about SaltWise donations, Black Earth Creek funding shortfalls, and rooftop solar mapping.

12. Future Agenda Items (next meeting November 13, 2025, via Zoom Webinar and in-person location TBD, 6:00 pm)

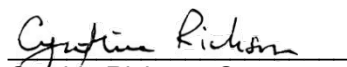
- a. 2026 Cost Allocation Plan (Nov)
- b. 2026 Work Program (Nov)
- c. Demand of Data Centers on Water/Sewer/Environmental Infrastructure (Nov/Dec)

13. Adjournment

Commissioner McKeever moved to adjourn, seconded by Commissioner Richson. The motion carried unanimously. The meeting was adjourned at 7:40 pm.

Minutes prepared by Matt Koz and reviewed by Executive Director

Respectfully Submitted


Cynthia Richson, Secretary