



# Dane County

## Minutes - Final Unless Amended by Committee

### Sustainable Business Park Project Review Board

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

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Monday, January 6, 2025

3:30 PM

Attend Virtually Via Zoom

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**See below for additional instructions on how to attend the meeting and provide public testimony.**

Interpreters must be requested in advance; please see the bottom of the agenda for more information.

Los intérpretes deben solicitarse con anticipación; consulte el final de la agenda para obtener más información.

Yuav tsuam tau thov txog cov neeg txhais lus hau ntej; thov saib hauv qab kawg ntawm qhov txheej txheem rau cov ntaub ntawv ntxiv.

يجب التقدم بطلب خدمات الترجمة مقدماً. يرجى الاطلاع على أسفل جدول الأعمال للمزيد من المعلومات

The January 6th, 2025 Dane County Sustainable Business Park Project Review Board Committee meeting will be a virtual meeting. Members of the public can attend virtually via Zoom.

To join the meeting in Zoom, click the following link (after you fill out the form, the meeting link and access information will be emailed to you):

[https://zoom.us/webinar/register/WN\\_Aq6Hrb69Qlyw8sm1sTLHAg](https://zoom.us/webinar/register/WN_Aq6Hrb69Qlyw8sm1sTLHAg)

This link will be active until the end of the meeting.

To join the meeting by phone, dial-in using one of the following three toll-free phone numbers:

1-833-548-0276

1-833-548-0282

1-888-788-0099

When prompted, enter the following Webinar ID: 952 1328 2479

**PROCESS TO PROVIDE PUBLIC COMMENT:**

**IN PERSON:** Any members of the public wishing to register to speak on/support/oppose an agenda item can register in person at the meeting using paper registration forms. **IT IS HIGHLY ENCOURAGED TO REGISTER VIA THE ZOOM LINK ABOVE EVEN IF YOU PLAN ON ATTENDING IN PERSON.**

In person registrations to provide public comment will be accepted throughout the meeting.

**VIRTUAL:** Any members of the public wishing to register to speak on/support/oppose an agenda item **MUST REGISTER USING THE LINK ABOVE** (even if you plan to attend using your phone). Virtual registrations to provide public comment will be accepted until 30 minutes prior to the beginning of the meeting.

In order to testify (provide public comment) virtually, you must be in attendance at the meeting via Zoom or phone, you will then either be unmuted or promoted to a panelist and provided time to speak to the body.

If you want to submit a written comment for this meeting, or send handouts for board members, please send them to: [Waste.Renewables@danecounty.gov](mailto:Waste.Renewables@danecounty.gov).

**A. Call To Order**

@3:32 P.M.

**Staff Present: Wyeth Augustine-Marceil**

**Present** 4 - CRAIG BENSON, ROXANNE WIENKES, JOHN WELCH, and EVERETT BUTZINE

**B. Consideration of Minutes**

1. [2024 MIN-363](#) MINUTES FROM THE DECEMBER 2nd, 2024 SUSTAINABLE BUSINESS PARK PROJECT REVIEW BOARD COMMITTEE AGENDA

**Attachments:** [2024 MIN-363](#)

A motion was made by WIENKES, seconded by BENSON, that the Minutes be approved. The motion carried by a voice vote (4-0).

Everett Butzine abstained.

**C. Action Items**

Introductions of new Project Review Board Members

**D. Presentations**

1. [2024](#)  
[PRES-155](#) SUSTAINABLE BUSINESS PARK TIMELINE

**Attachments:** [241205 Sustainability Campus RFI Release Schedule through End of Project Rev2](#)

Wyeth Augustine-Marceil presented on this agenda item.  
Roxanne Wienkes added more context on the background of the Business Park and Project Review Board.

2. [2024](#)  
[PRES-156](#) UPDATE AND REVIEW OF SUSTAINABILITY CAMPUS REQUESTS FOR INFORMATION (RFIs)

**Attachments:** [Draft RFI Large Scale Diversion and Recycling 12.13.24](#)  
[Draft RFI Problem Materials Bulky Waste Emerging Waste 12.13.24](#)  
[Draft RFI Research Art and Education 12.13.24](#)  
[Draft RFIs Reuse and Recycling 12.13.24](#)

Wyeth Augustine-Marceil presented on this agenda item.

Craig Benson, John Welch and Roxanne Wienkes spoke on this agenda item.

3. [2024](#)  
[PRES-157](#) REVIEW OF RFI SCORING CRITERIA

**Attachments:** [Draft RFI Criteria](#)

Wyeth Augustine-Marceil presented on this agenda item.

Craig Benson and Everett Butzine are both in support of this criteria.

John Welch and Roxanne Wienkes both spoke on this agenda item.

## E. Reports to Committee

NONE

## F. Future Meeting Items and Dates

Project Review Board will not be held in February and March, as the RFIS will be open. Project Review Board will reconvene after RFI's close and hold next meeting on April 7th, 2025 at 3:30 p.m. virtually via Zoom.

If questions come in for the Project Review Board, then a meeting may be requested to discuss those.

## G. Public Comment on Items not on the Agenda

NONE

## H. Such Other Business as Allowed by Law

NONE

## I. Adjourn

@ 4:33 P.M.

A motion was made by WELCH, seconded by BENSON, that the meeting be adjourned. The motion carried unanimously (5-0).

Minutes respectfully submitted by Wyeth Augustine-Marceil, pending Dane County Sustainable Business Park Project Review Board approval.

Note: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below—preferably at least three business days but no fewer than 24 hours prior to the meeting.

Nota: Si necesita un intérprete, un traductor o materiales en formatos alternativos o cualquier otra adaptación para tener acceso a este servicio, actividad o programa, llame al número de teléfono que puede encontrar a continuación — de preferencia con al menos 3 días de anticipación y como mínimo 24 horas antes del evento en cuestión.

Sau tseg: Yog koj xav tau ib tug neeg txhais lus, txhais ua ntaub ntawv, cov ntaub ntawv uas nyob rau lwm yam kev lawm los sis lwm yam kev pab nkag rau qhov kev pab no, kev ua si los sis kev pab cuam, thov hu tus xov tooj rau hauv qab no—xav kom hu li peb hnuv ua ntej tuaj tab sis tsis pub tsawg tshaj 24 xuab moos ua ntej rau lub rooj sib tham no.

ملحوظة: إذا كنت بحاجة لترجمة شفوية أو كتابية أو مواد بصيغة مختلفة أو تسهيلات أخرى للحصول على هذه الخدمة أو النشاط أو البرنامج، يرجى الاتصال برقم الهاتف أدناه قبل ثلاثة أيام عمل رسمية على الأقل من تاريخ الجلسة.