



305 E. WALNUT STREET
E-Mail: BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
August 28 – September 1, 2017**

MONDAY, AUGUST 28, 2017

- | | | |
|----------|--|---|
| *2:30 pm | Solid Waste Board | Port & Resource Recovery
2561 S. Broadway |
| *6:00 pm | Land Conservation Subcommittee | Room 200, Northern Building
305 E. Walnut Street |
| *6:15 pm | Planning, Development & Transportation Committee | Room 200, Northern Building
305 E. Walnut Street |

TUESDAY, AUGUST 29, 2017
(No Meetings)

WEDNESDAY, AUGUST 30, 2017

- | | | |
|----------|--|---|
| *3:30 pm | Professional Football Stadium District | Johnsonville Tailgate Village
1265 Lombardi Avenue |
|----------|--|---|

THURSDAY, AUGUST 31, 2017
(No Meetings)

FRIDAY, SEPTEMBER 1, 2017
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

REVISED
PUBLIC NOTICE
BROWN COUNTY SOLID WASTE BOARD
Monday, August 28th – 2:30 pm
Brown County Port & Resource Recovery
2561 S. Broadway, Green Bay, WI 54304

Agenda:

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda – *Request for Approval*
4. Approval/Modification – July 31st, 2017 Meeting Minutes – *Request for Approval*
5. Announcements/Communications
6. South Landfill Farm Manure Pit Abandonment and Building Demolition – *Request for Approval*
7. Request for Funding Farmory Acquisition of Oklin Food Composting Machine – *Request for Action*
8. 2018 Budget – *Update*
9. Director's Report
10. Such other Matters as Authorized by Law
11. Adjourn

Dean R. Haen
Director

Any person wishing to attend whom, because of disability requires special accommodation should contact the Brown County Port & Resource Recovery Department at 492-4950, two (2) working days before the meeting, so that arrangements can be made. Notice is hereby given that action by the Brown County Solid Waste Board may be taken on any of the items which are described or listed in this agenda.



305 E. WALNUT STREET
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LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr, Tom Sieber
Citizen Rep: Vacant

LAND CONSERVATION SUBCOMMITTEE
Monday, August 28, 2017
6:00 PM
Room 200, Northern Building
305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

****NOTE LOCATION****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of July 24, 2017.
- IV. Discussion re: upcoming meeting locations, dates and times.

Comments from the Public

Land Conservation Department

- 1. Departmental Openings Summary.
- 2. Budget Status Financial Report for July 2017.
- 3. Manure Storage Alternatives.
- 4. An Ordinance Amending Subsection 26.11(4) of Chapter 26 of the Brown County Code of Ordinances.

Other

- 5. Such Other Matters as Authorized by Law.
- 6. Adjourn.

Norb Dantine, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair
Dave Kaster, Vice Chair
Dave Landwehr, Norbert Dantine, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

**Monday, August 28, 2017
Approx. 6:15 PM (Or to follow Land Con)
Room 200, Northern Building
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of July 24, 2017.

Comments from the Public

1. **Review Minutes of:**
 - a. Board of Adjustment (July 10, 2017 & August 14, 2017).
 - b. Harbor Commission (June 26, 2017).
 - c. Planning Commission Board of Directors (June 7, 2017).
 - d. Solid Waste Board (June 26, 2017).

Communications

2. Communication from Supervisor Lund re: Request from residents to review the ditch line on CTH M as it intersects with 2071 Honey Court.
3. Communication from Supervisor Sieber re: To review possible changes to 25.09 of Brown County Code of Ordinances. *Referred from August County Board.*
4. Communication from Supervisor Erickson re: Keep the name Veterans in the new facility. Also, it may be possible to create a monument constructed with parts of the arena. *Referred from Ed & Rec Cmte.*

Resolutions & Ordinances

5. Ordinance Amending Subsection 26.11(4) of Chapter 26 of the Brown County Code of Ordinances. *Referred from Land Conservation Subcommittee.*

Planning and Land Services

Land Information – None.

Planning Commission

6. Budget Status Financial Report for June and July 2017 - Unaudited.
7. 2018 Six-Year Capital Improvement Plan (CIP).
8. **Property Listing** – Budget Status Financial Report for July 2017 - Unaudited.
9. **Zoning** – Budget Status Financial Report for July 2017 - Unaudited.

UW-Extension

10. UW-Extension Budget Status Financial Report for July 2017.
11. Director's Report.

Airport

12. 2018 Six-Year Capital Improvement Plan (CIP).
13. Airport Budget Status Financial Report for July 2017.
14. Airport Departmental Opening Summary.
15. Director's Report.

Port & Resource Recovery

16. 2018 Six-Year Capital Improvement Plan (CIP).
17. South Landfill Manure Pit Abandonment and Building Demolition Bid – Request For Approval.
18. Strategic Solid Waste Management Plan – Request For Approval.
19. Port Budget Status Financial Report for 2nd Quarter.
20. Resource Recovery Budget Status Financial Report for 2nd Quarter.
21. Director's Report.

Public Works

22. 2018 Six-Year Capital Improvement Plan (CIP).
23. CTH A Drainage Study.
24. CTH EA Bridge Review.
25. Discussion Brown County Supervisor Coordination during Highway Projects – Design & Construction.
26. Approval of Additional 2017 Truck Sale and Purchase.
27. Summary of Operations.
28. Director's Report.
 - a. Review plowing optimization. *Request from Chair Erickson.*
 - b. Reasons for Resignations. *Request from Supervisor Sieber.*
29. Discussion re: 4.57 of Chapter 4 re: Overtime and Vacation Pay, also discuss night differential and overtime for DOT work. *Request from Chair Erickson.*
30. Update re: Electrician's Pay. *Motion at Aug Admin Cmte: To send this issue back to the parent committee for a recommendation on a charge in the table of organization.*
31. Register of Deeds - Budget Status Financial Report for July 2017.

Other

32. Acknowledging the bills.
33. Such other matters as authorized by law.
34. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

**WEDNESDAY, AUGUST 30, 2017
3:30 P.M.**

1265 LOMBARDI AVENUE

**NOTE – MEETING WILL BEGIN IN JOHNSONVILLE TAILGATE VILLAGE –
WILL CONCLUDE IN LAMBEAU FIELD ATRIUM - MVP BOX 4039**

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – June 12, 2017
6. Tour of Johnsonville Tailgate Village and Move to Lambeau Field Atrium to Tour Renovated Suites
7. Special Events & Economic Development Fund Update:
 - A. Detail of Special Events and Economic Development Fund and Email from Aaron Popkey
 - B. Shipyard Update Email
 - C. Botanical Garden – Post Project Report
 - D. CVB Post Event Reports:
 - International Association of Bomb Technicians & Investigators Conference
 - Walleye Tournament
 - E. Other Projects/Events
8. Requests for Funds – CVB
 - A. Forest Lakes District – Evangelical Free Church of America - 2021 & 2022
 - B. Living Proof Live – Beth Moore (Lifeway Ministries) - 2018
 - C. World Fastpitch Tournament International Softball Congress - 2019
 - D. US Open United States Bowling Congress - 2018
 - E. BCAPL Wisconsin State Billiard Championships - 2018
9. At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to-wit, negotiation strategy regarding possible support of the above requests through District Special Events and Economic Development Fund.
10. Return to Open Session for Possible Action on Item 8
11. Communications:
 - A. Green Bay Packers' Shareholders' Meeting Financials
 - B. Village of Ashwaubenon
 - C. Invitations to Grand Openings of Botanical Garden and NEW Zoo Exhibit
 - D. Late Communications (if any)
12. June and July 2017 Financial Reports
13. 2016 Audit
14. Director's Report
15. Succession Planning Discussion Paper
16. Motion to Adjourn

Please contact Diane Roskom at (920) 965-6997 if you need assistance.



AUGUST 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Public Safety 11:00 am Admin Cmte 6:15 pm	3	4	5
6	7 Executive Cmte 5:30pm	8	9	10	11	12
13	14 Human Services 5:30 pm <i>(Note date change)</i>	15 Veterans Recognition Subcmte 4:30 pm	16 Mental Health Ad Hoc 12pm Ed & Rec Tour of Fairgrounds 5pm Board of Supervisors 7:00 pm	17	18	19
20	21	22	23	24 Ed & Rec 5:30 pm @ Central Library <i>(Note date change)</i>	25	26
27	28 Land Con 6 pm PD&T 6:15 pm	29	30	31		

BROWN COUNTY COMMITTEE MINUTES

- Board of Adjustment (August 14, 2017)
- Children With Disabilities Education Board (July 17, 2017)
- Fire Investigation Task Force (June 22, 2017)
- Housing Authority (July 17, 2017)
- Planning Commission Board of Directors (June 7, 2017)
- Veterans Recognition Subcommittee (August 15, 201&)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

MINUTES FOR THE AUGUST 14, 2017, BOARD OF ADJUSTMENT

The following are the results of a public hearing that was held before the Board of Adjustment ("Board"), created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Chapter 22; Private Sewage System Ordinance, Chapter 11; and Floodplains Ordinance, Chapter 23, in Room 391, 3rd floor of the Northern Building, 305 E. Walnut St., Green Bay, at 4:30 p.m. on Monday the 14th day of August, 2017. The meeting was called to order at 4:30 p.m. by Chairman Ullmer.

The appeal taken by Kevin Cuene denying a request for reduced amount of fill around a proposed new residential structure that is located in the floodplain of the bay of Green Bay was **approved based on submitted reasons and staff recommendations**. The request was for three feet of fill one foot above the base flood elevation from the foundation. The property legal description is LOT 20 OF TOWN OF SCOTT ASSESSOR'S PLAT #2 in the Town of Scott at 4373 Nicolet Drive, Parcel # SC-1602-20 ("Property"). **Vote 3-0**

The appeal taken by Jeff Noeldner denying a request for a reduced setback of 40 feet from the ordinary high-water mark of the bay of Green Bay for a proposed new residential structure was **approved based on submitted reasons and staff recommendations**. **An as built by a Professional Land Surveyor must be submitted to the Brown County Zoning office within 90 days of completion of the project**. The property legal description (abbreviated) is LOTS 145, 146, 147, 148 & PRT OF LOTS N & O PLAT OF EDGEWATER BEACH & PRT SEC 22, T25N, R22E in the Town of Green Bay at 5305 Edgewater Beach Road, Parcel # GB-630 ("Property"). **Vote 3-0**

The meeting adjourned at 5:06 p.m.

Minutes dated this 15th day of August, 2017.

Brown County Board of Adjustment
Bill Ullmer
Richard Huxford
Tom Perock
Clete Cisler-Alternate - Excused
Debbie Diederich-Alternate - Excused

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Monday, July 17, 2017

Board Members Present: B. Clancy, J. Mitchell, L. Franke, R. Osgood

Board Member Excused: Scott King

Others Present: A. Nizzia, C. Maricque, J. Driessen, K. Pahlow

B. Clancy called the meeting to order at 3:30 PM.

1. Action Item: Approval of June 19, 2017 Board Minutes

Motion made by L. FRANKE, seconded by J. MITCHELL, that the minutes from the June 19, 2017 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.

2. Action Item: Approval of Agenda

Motion made by J. MITCHELL, seconded by L. FRANKE, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.

3. Action Item: Donations

A. Nizzia reviewed the donations list. Christian Outreach contributed \$4,000; Pat Schneider donated \$20,000 which will be very helpful to meeting the needs of identified projects. Other donations noted included \$5,000 for Camp SOAR from the Alberta S Kimball – Mary L Anhaltzer Foundation and the final payment from the Schreiber Community Grant Foundation for the Sensory Courtyard.

Motion made by J. MITCHELL, seconded by L. FRANKE, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.

4. Action Item: Payment of Bills

The payment to Frontline Technologies for the new subline calling system was noted.

Motion made by L. FRANKE, seconded by J. MITCHELL, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.

5. Action Item: Financial Report

C. Maricque noted that the final categorical aid payment and general CDEB aid will not be received until June. The shortfall caused by the server migration project was offset by savings in computer supply purchases that were not made. The County's indirect cost and technology chargebacks have increased, so this shortfall is expected to increase by the end of the year. Retiree insurance continues to be over due to the retiree VEBA payments. Savings have been recognized in health insurance and additional help that was budgeted, but not needed.

Motion made by Motion made by L. FRANKE, seconded by J. MITCHELL, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.

6. Action Item: Staffing Resignations

A. Nizzia reviewed the resignations of two aides, Carol Pointer and Cathy Hanchek. Both individuals were long-term employees that dedicated many years to Syble Hopp.

Motion made by L. FRANKE, seconded by J. MITCHELL, that the resignations for Carol Pointer and retirement for Cathy Hanchek be approved. MOTION CARRIED UNANIMOUSLY.

7. Action Item: Staffing New Hires

J. Driessen reviewed the request to approve the Early Childhood teacher contract, Renee LaFleur-Linder that will be replacing Deb Koehler's position. The individual will be at Altmeyer and Heritage.

Motion made by Motion made by L. FRANKE, seconded by J. MITCHELL, that the contract for Renee LaFleur-Linder to fill the 1.0 vacant Early Childhood Teacher position for the 2017-18 school year be approved. MOTION CARRIED UNANIMOUSLY.

A Nizzia presented the request to hire Darcie Mangum and Logan Pourchot for the two vacant instructional aides at Syble Hopp. Darcie previously worked as a dedicated aide for one of Syble Hopp School's recent graduates. Logan's previous experience included working at Walworth County CDEB for three years.

Motion made by Motion made by L. FRANKE, seconded by J. MITCHELL, that the hiring of 2.0 vacant Teacher Aide positions be approved. MOTION CARRIED UNANIMOUSLY.

8. Action Item: Lunch and School Fees

Although the increase for 2017-18 is only proposed to increase from \$2.75 to \$2.85 for students and \$3.45 to \$3.55 for adults, this may need to increase in future years. The current meal contract price from West De Pere School District is \$2.94 per meal which equates to about \$2.55 after the credit for the use of USDA foods. Food Services currently has an excess fund balance which will allow for the small increase even though the contract with West De Pere increased \$.40 per meal using the USDA modified price. Extra milk and reduced meal prices are proposed to stay the same.

Motion made by J. MITCHELL, seconded by L. FRANKE, that the full-priced student lunch fees be increased from \$2.75 to \$2.85, the reduced-priced meal remain the same at \$.40 and the extra milk fee remain the same at \$.30. The price of adult meal will be increased from \$3.45 to \$3.55. MOTION CARRIED UNANIMOUSLY.

9. Action Item: Room Rental

K. Pahlow reviewed the room rental agreements with the districts that have Brown County CDEB programs on-site at the district. The agreements range from \$2 - \$5 per year.

Motion made by Motion made by L. FRANKE, seconded by J. MITCHELL, that the room agreements with the participating school districts be approved. MOTION CARRIED UNANIMOUSLY.

10. Action Item: Authorization to sell Duplex

A Nizzia requested that the Board allow BC CDEB Administration to work with the appropriate entities to sell the duplex located at 1134 & 1136 Patrick Henry. In April of 2006, ten community members donated a down payment on a \$197,500 rental property. The intent of the donors was to generate funds from the rental of the property for the Parent's Organization that could be used to fund student activities such as the Community Based Instruction. Unlike the Weyers Duplex which is absolutely needed for the student curriculum, the rental located at 1134 & 1136 Patrick is strictly a rental property intended to generate income for the Parent Organization.

The management of the rental property which includes items such as finding renters, property maintenance and bookkeeping has largely been the responsibility of Syble Hopp staff. The current balance on the loan of the rental property is \$124,399. After having the property assessed through a fair market value the property could sell for close to \$200,000.

Jessica Smits, Vice President of the Parent's Organization, expressed Parent Organization support of the sale of the rental property.

Motion made by J. MITCHELL, seconded by L. FRANKE, that Administration work with the proper entities required to sell the duplex located at 1134 & 1136 Patrick Henry. MOTION CARRIED UNANIMOUSLY.

11. Discussion Item: Administrators' Report

K. Pahlow thanked the Board for allowing her the opportunity to be at Syble Hopp and it has been a great first two weeks.

County Administration notified Syble Hopp staff that there may be close to an \$85,000 increase in medical insurance premiums for the BCCDEB. The County is still working on the 2018 Budget and is trying to find alternative solutions to the health insurance shortfall, so this may change.

K. Pahlow verified with the State that board members of the BCCDEB need to reside within the area that the board serves. State statute requires that the board consist of at least three members. With the current four members, there may be difficulties meeting quorum. BC CDEB wants to keep a connection with St. Norberts. Dr. Osgood understood the requirement of residency and will continue to be an advocate for Syble Hopp. Dr. Osgood will inform St. Norbert faculty that may be interested of the open board seat.

A. Nizzia has been researching potential vendors to update the flooring in the cafeteria and gymnasium. The cost of this project will be about \$44,000. A number of years ago, a \$23,000 donation was received to make the stage wheel chair accessible. Due to the required pitch of a ramp, there is not enough room to build a ramp to the stage. The stage is only used once a year, so A. Nizzia will be meeting with the donor to discuss the possibility of reallocating the funds to be used for the flooring project. If this is approved, hopefully the new flooring can be completed in August prior to the students returning.

Members of the board formally acknowledged the exemplary work performed by David Zadnik as Interim Administrator. The BCCDEB was extremely fortunate to have such a qualified individual available and willing to lead the school during this time of transition. The board received stellar feedback on Mr. Zadnik's time at the school. The school was able to progress during this time of transition due to David Zadnik's leadership.

12. Discussion Item: Parent Organization Report

The Golf Outing was once again a success. Final numbers are still being calculated. The weather was great and there record numbers of golfers.

13. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(f) to discuss donor request and personal history.

Motion made by J. MITCHELL, seconded by L. FRANKE, to move to Executive Session. MOTION CARRIED UNANIMOUSLY.

Returned to open session at 4:35 PM.

14. Action Item: Adjournment

Motion made by J. MITCHELL, seconded by L. FRANKE, to adjourn the meeting at 4:36 PM.

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on June 22, 2017, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Brandon Dhuey, Glenn Deviley, David Poteat, Todd Delain, Eric Dunning, David Lasee

Excused: Rob Goplin, Al Matzke

Meeting called to order at 9:03 a.m. by Interim Chairperson Eric Dunning.

Item #1. Adoption of the Agenda.

Motion made by Delain and seconded by Dhuey to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion made by Delain and seconded by Deviley to approve the minutes from the previous meeting on March 9, 2017. **Motion carried.**

Item #3. Report of General Membership Coordinator.

Dhuey reported the following fires since the last meeting:

- Sunset Bluff Dr., Scott (Oak Ridge Bar/under investigation)
- Viking Drive, Ashwaubenon (apartment/undetermined)
- Maywood Ave., Howard (residence/marijuana grow operation)
- Bufflehead Ln., Bellevue (residence/accidental/Task Force not called out, handled by Matt Omdahl)

Delain stated that in reference to the Ford F-250 seized by the Drug Task Force, a mechanic looked it over and recommended that it not be used for the smokehouse, that we find something else. Delain stated that Tom Zeigle from the Sheriff's Office is watching for an F-350 from a Virginia Beach navy base.

Dhuey reported that Howard Fire Dept. submitted a grant for a new truck for the smokehouse. Dhuey also reported that Jim Weeks has retired from Green Bay Fire and is no longer on the Task Force.

Motion made by Deviley and seconded by Delain to approve the General Membership coordinator's report. **Motion carried.**

Item #4. Financial Report.

Delain reported that the current balance in the Task Force budget is \$24,687.81; however, this does not include the spring conference expenses yet. Motion made by Lasee and seconded by Dhuey to approve the financial report. **Motion carried.**

Item #5. Old Business.

A. Disposition of Case Proceedings.

None.

Item #6. New Business.

None.

Item #7. Report of Juvenile Firesetter Program Coordinator.

Dhuey stated that nothing was reported to him. Motion made by Delain and seconded by Deviley to approve the Juvenile Firesetter Program report. **Motion carried.**

Item #8. Other Matters.

Deviley informed that EFI Global and Wausau Fire Dept. are holding fire training July 13-14, 2017, in Wausau for those who would like to attend. There is no fee.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting was set for Thursday, September 7, 2017, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Item #10. Adjourn.

Motion made by Delain and seconded by Deviley to adjourn the meeting. **Motion carried.**
Meeting adjourned at 9:35 a.m.

Respectfully submitted,

Marsha Laurent
Recording Secretary

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, July 17, 2017, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS PRESENT: Sup. Andy Nicholson – Chair, Corday Goddard - Vice-Chair, Tom Deidrick, and Ann Hartman

MEMBERS ABSENT: Andy Williams

OTHERS PRESENT: Robyn Hallet, Cheryl Renier-Wigg, Stephanie Schmutzer, Matt Roberts, Pat Leifker, Tara Hansen, Jayme Valentine, and Leigha Casper

APPROVAL OF MINUTES:

1. Approval of the minutes from the June 19, 2017, meeting of the Brown County Housing Authority. (0:00:41)

A motion was made by C. Goddard and seconded by A. Hartman to approve the minutes from the June 19, 2017, meeting of the Brown County Housing Authority. Motion carried.

COMMUNICATIONS:

No communications.

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program: (0:01:01)
 - A. Preliminary Applications
 - P. Leifker reported that for the month of June, there were 134 preliminary applications received.
 - B. Unit Count
 - The unit count for the month of June was 3,144.
 - C. Housing Assistance Payments Expenses
 - The June HAP expenses totaled \$1,396,113.
 - D. Housing Quality Standard Inspection Compliance
 - There were a total of 343 inspections, of which 129 passed the initial inspection, 87 passed the reevaluation, 95 resulted in a fail, and 32 were no shows.
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - P. Leifker reported on data through June 2017. There were 345 port outs with an associated HAP expense of \$308,800. ICS was underspent by \$5,167.78 and the FSS program was overspent by \$106.61.
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - P. Leifker reported there were 90 program participants in the FSS program. Of that number, 49 are at level one, 17 in level two, 13 in level three, and 11 in level four.

There were three new contracts signed, one graduate, 46 open escrow accounts, and 52 homeowners.

G. VASH Reports (new VASH and active VASH)

There was one new VASH client in June, and 27 active participants in the VASH program.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

For the month of June, there were no new investigations assigned, three previous investigations were closed and five remain active. There were 43 applications processed, 41 were approved, and two were denied. The next two graphs displayed the breakdown of Initial Applications by Municipality, with Green Bay, Ashwaubenon and De Pere as the highest; then the graph of Fraud Investigations by Municipality.

I. Quarterly Langan Denials Report

P. Leifker reported that two applicants were denied in June due to previous drug possession. ICS did not have access to that information at first, but Langan and Associates were able to find it. This is one of the benefits of hiring a company for private investigations. When an applicant is denied, they receive a letter with copies of the documentation so that they know why they are being denied.

J. Quarterly Active Cases Breakdown

The cases were broken down into four categories: the head of household is either elderly or disabled; the head of household is not elderly or disabled, but there is some income; the head of household is not elderly or disabled, has no earned income, but there are minors in the household; and the head of household is not elderly or disabled, there are no minors in the household, and there is no income.

K. Quarterly End of Participation

There were 100 total terminations of which 31 were due to family obligations violations, 31 clients self-terminated, and 11 clients were deceased.

L. Quarterly Customer Service Satisfaction

P. Leifker reported the results of the Quarterly Customer Service Satisfaction Survey. 88 percent of respondents rated the customer service as "excellent", two percent indicated "very good", one percent indicated "good", two percent indicated "fair", and seven percent indicated "poor". The target was to have 90 percent of the respondents indicate "excellent" or "very good" on the survey, and the goal was reached.

C. Goddard inquired about why the "poor" category seemed slightly larger than normal during this report. M. Roberts indicated that there was a correlation of those who answered "poor" and those who were denied, or received an answer they did not like.

A motion was made by T. Deidrick and seconded by C. Goddard to receive and place on file the Report on Housing Choice Voucher Rental Assistance Program. Motion carried.

OLD BUSINESS:

3. Consideration with possible action regarding Sup. Andy Nicholson's request to the Brown County Board of Supervisors (referred to the Administration Committee) to review the possibility of combining the Green Bay Housing Authority and the Brown County Housing

Authority with possible action to seek advantages and disadvantages of the merge.
(0:09:45)

A. Nicholson shared that he placed this communication at the city and county level to see what the advantages/disadvantages would be. He is still waiting for a response from the Corporation Counsel. This communication was originally submitted to the administration committee for review. He suggested that this communication be received and placed on file, to see what comes out of the Administration Committee.

A motion was made by C. Goddard and seconded by A. Hartman to receive and place on file the communication. Motion carried.

4. Consideration with possible action on approval of the Homebuyer Assistance Program Funding Proposal from NeighborWorks® Green Bay. (0:13:50)

R. Hallet provided a recap of this item, as discussed at the last BCHA meeting. NeighborWorks® and BCHA staff discussed the Authority's concerns. Tara Hansen from NeighborWorks® was present to address any further questions that the Authority might have.

T. Hansen stated that the goal of this program is to deconcentrate areas affected by poverty by adding a greater incentive to participants if they choose to buy outside of the city limits.

R. Hallet summarized issues that came up at the last meeting. NeighborWorks® had originally requested \$300,000; however, the BCHA had only budgeted \$150,000. NeighborWorks® and BCHA staff mutually decided to go with the budgeted \$150,000, and if the program goes well, the Authority could discuss an increase in funding at that time.

Another discussion topic was about how exactly this program would incentivize people to purchase outside of the City of Green Bay. R. Hallet stated that loans made to people inside of the city limits would amount to a maximum of \$5,000, while loans made to people purchasing outside of the city limits could obtain a maximum of \$7,500 in down payment and closing cost assistance. The income limits of households would also differ depending on whether the participant is purchasing within or outside of the City of Green Bay. Finally, only a maximum one third of the loans would be granted to those purchasing within the city limits

Staff also discussed boundaries for the two different geographical areas and decided that city limits would be the most logical rather than creating other boundaries. A. Nicholson suggested that a clause be added to the plan stating that these loans will only be granted to those purchasing single family homes.

A motion was made by C. Goddard and seconded by A. Hartman to approve the Homebuyer Assistance Program Funding Proposal from NeighborWorks® Green Bay with the change limiting participants to single family homes only. Motion carried.

NEW BUSINESS:

5. Consideration with possible action on approval of the Violence Against Women Act (VAWA) Emergency Transfer Plan and related changes to Chapter 16 of the Administrative Plan. (0:22:00)

R. Hallet stated that this plan is a requirement of HUD. A model plan was provided, and was adapted to make the plan more applicable to the voucher program in addition to the public housing program. A sheet was also attached with information about local organizations that offer services to victims of domestic violence. No changes were made to Chapter 16 except for the addition of the Emergency Transfer Plan.

T. Deidrick suggested that an addition be made to the list of local organizations, if a new organization were to be created.

A motion was made by T. Deidrick and seconded by C. Goddard to approve the Violence Against Women Act Emergency Transfer plan and related changes to Chapter 16 of the Administrative Plan with the addition of a statement mandating that new organizations be added to the local organizations list should they surface in the future. Motion carried.

6. Consideration with possible action on a voting process for a Resident Commissioner. (0:25:10)

R. Hallet stated that a voting process to choose a new resident commissioner was suggested at the last BCHA meeting. After staff reviewed this suggestion, they decided it would not be necessary to develop a voting process. C. Renier-Wigg clarified that this would be a process by which program participants would vote for a representative, who would then be brought forward to the County Executive for appointment.

A motion was made by A. Hartman and seconded by C. Goddard to not pursue the development and implementation of a voting process for a resident commissioner. Motion carried.

T. Deidrick inquired about the process for choosing a new resident commissioner, should the current one choose to leave. R. Hallet stated that this could be handled by talking to the resident advisory board and staff to identify those who may be interested. If there is no interest, the County Executive may appoint someone from the community.

C. Goddard stated that this suggestion was made at the last meeting as a way of democratizing the process if there were to be more than one candidate interested. C. Renier-Wigg suggested that if there were several candidates, the County Executive may vet them out to determine the best candidate.

A motion was made by T. Deidrick and seconded by C. Goddard to receive and place on file the consideration of a voting process for a Resident Commissioner. Motion carried.

BILLS AND FINANCIAL REPORT:

7. Consideration with possible action on acceptance of BCHA bills. (0:30:32)

S. Schmutzer explained there are three bills, which are for the GBHA, the City of Green Bay, and insurance bills.

A motion was made by T. Deidrick and seconded by A. Hartman to approve and place on file the BCHA bills. Motion carried.

8. Consideration with possible action on acceptance of BCHA financial report. (0:31:17)

S. Schmutzer said that there was nothing out of the ordinary to present at this point.

A motion was made by C. Goddard and seconded by A. Hartman to approve and place on file the BCHA financial report. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

9. Date of next meeting: August 21, 2017. (If needed) (0:31:55)

R. Hallet stated that the month of August, is usually very light where the Authority is concerned and may not necessitate a meeting. She asked that the Authority members keep the date of the next meeting on their calendars while knowing that it is possible the meeting may be cancelled.

R. Hallet suggested an additional item that was not on the agenda, the Lead the Way Training.

A. Nicholson stated that because the training was not on the agenda, it would have to be discussed at the next meeting.

A. Nicholson also suggested that future meeting times be changed to 4:00 P.M. instead of 3:30 p.m. He asked that the Authority members email him to let him know if that works for them. R. Hallet expressed that the previous meeting, which was changed to 4:30, caused many inconveniences for staff. Some staff have conflicts because of child care issues or other obligations. Also, Room 604 has another meeting the same date as BCHA meetings which staff start setting up for at 5:00 p.m., so if BCHA meetings are expected to be long, we may have to move to another room which then does not have the same technology, thus requiring additional set up. In short, changing the meeting time causes many disruptions.

A motion was made by C. Goddard and seconded by A. Hartman to adjourn at 4:07 p.m. Motion carried.

LNC: RAH

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, June 7, 2017
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	X	Frederick Heitl	X	Glen Severson	X
James Botz	X	Phil Hilgenberg	Exc	Ray Tauscher	Exc
Brian Brock	X	Jacob Immel	Exc	Norbert Van De Hei	X
William Clancy	X	Kathleen Janssen	X	Jason Ward	X
Norbert Dantine, Jr.	X	Dotty Juengst	Exc	Dave Wiese	X
Bernie Erickson	X	Dave Kaster	X	Reed Woodward	Exc
Kim Flom	X	Patty Kiewiz	X		
Steve Grenier	X	Michael Malcheski	Exc	City of Green Bay (Vacant)	
Mark Handeland	X	Gary Pahl	X	Br. Co. Board – De Pere (Vacant)	
Matthew Harris	X	Terry Schaeuble	X		

OTHERS PRESENT: Cole Runge, Lisa Conard, Kathy Meyer, and Pat Finder-Stone (Audience)

1. Approval of the minutes of the May 3, 2017 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl and seconded by S. Grenier to approve the minutes of the May 3, 2017, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. **Public Hearing:** Mid-Year Update – Major Amendment #2 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard provided an overview of the Mid-Year Update via PowerPoint before opening the floor for comment.

L. Conard noted that the MPO is required by federal law to do an annual mid-year update to the TIP. The update will detail any programming or funding changes related to the urbanized area's federally funded projects.

L. Conard referred to the staff report and noted that MPO staff worked with WisDOT and identified 24 projects that have had changes.

L. Conard reviewed Surface Transportation Block Grant. L. Conard reviewed WisDOT's funding and programming schedule. L. Conard stated that the Green Bay MPO's five-year program has a \$17,643,730 total funding capacity, and projects are added to the program on an every-other-year cycle. The next every-other year funding opportunity will be this fall, in conjunction with the updated TIP.

L. Conard referred to the staff report and noted that in early March of 2017, the Village of Bellevue was notified by WisDOT that \$369,840 in STBG funds scheduled in 2017 for the design portion of the Manitowoc Road project had been cancelled. As a result, the BCPC Board of Directors has the opportunity to reassign the \$369,840 to qualifying 2017 projects.

L. Conard reviewed the scenarios. The MPO staff worked with the Transportation Subcommittee to determine the best way to handle the issue.

Scenario #1: No additional action by MPO.

The impact of this scenario results in \$369,840 vacated from the Green Bay MPO's 2017 program. The vacated funds return to the 2017 WisDOT statewide program.

Scenario #2: Elevate approved 2017 projects to the 80% federal funding maximum.

The three City of De Pere construction projects scheduled for 2017 have already been funded at the maximum 80%. Also, the engineering work on the three De Pere projects is complete and construction is scheduled for later this year, so a change in project scope would not be allowed.

The four Green Bay Metro buses could be assigned an additional \$40,000 to reach the 80% maximum, leaving \$329,840 to be vacated from the 2017 program. The vacated funds return to the 2017 WisDOT statewide program.

Scenario #3 A: Add project to the 2017 program.

Green Bay Metro is scheduled to upgrade the Transitway in the fall of 2017. Adding this project to the program would allow the MPO to absorb the \$369,840 locally.

L. Conard stated that WisDOT, FHWA, and FTA have stated that this would be allowable.

L. Conard stated that if BCPC Board of Directors approves this option tonight, federal highway will transfer the funds to federal transit this month.

Scenario #3 B: Add project to the 2017 program and address Manitowoc Road construction funding level.

L. Conard stated that Scenario #3 B allows for #3 A and allows the Village of Bellevue to move the construction portion of the Manitowoc Road project to 2021 and receive new 2021 funds to make the construction project whole at the 80% federal funding maximum. The official approval would be requested in October of 2017.

L. Conard asked three times if anyone else wished to speak. Hearing no comment, L. Conard closed the public hearing.

3. Discussion and action on the Mid-Year Update – Major Amendment #2 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

Question asked about Surface Transportation Block Grant Program and it is primarily urban projects? L. Conard stated that yes; the project needs to be in the urbanized area.

Question asked if we have any federal funding counterpart for projects in rural areas. L. Conard stated yes, STP-Rural. The STP-Rural program is administered by WisDOT and the Brown County Public Works Department has applied for and has been successful in receiving funds. The TIP would not include STP-Rural projects as the TIP covers the urban area only by law.

Question asked about the Transitway project. P. Kiewiz explained the redesign will improve traffic flow.

P. Blindauer asked for clarification on the Village of Bellevue/Manitowoc Road project funding.

L. Conard noted that the BCPC Board has previously assigned federal funds to the construction portion of the project, but at a level below 80%. The BCPC Board will have the opportunity in October to assign new funds to the project bringing the project up to the 80% federal funding maximum.

A motion was made by B. Erickson and seconded by P. Blindauer to approve the Mid-Year Update – Major Amendment #2 to the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area and funding alternative #3B which allows for funding of the Transitway project. Motion carried.

4. Discussion and action regarding the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan.

L. Conard stated that at the May 3, 2017 meeting, she presented the draft Title VI Plan and held a public hearing.

L. Conard stated the Plan was posted on the website, Facebook, Twitter, the required legal notice was published, staff reached out to 150-plus interested parties, staff presented plan to the Transportation Subcommittee, and staff held a public hearing and concluded a 45-day public comment period. Staff asked that the BCPC Board of Directors approve the Title VI Plan.

A motion was made by G. Pahl and seconded by K. Flom to approve the Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan. Motion carried.

5. Brown County Planning Commission staff updates on work activities during the month of May, 2017.

A question was asked about the vehicle-deer crashes that were reported in Brown County communities in 2015. C. Runge will forward this information to Planning Commission Board members via email and also have copies available at the next meeting.

A motion was made by M. Harris and seconded by G. Pahl to receive and place on file the staff updates on work activities for the month of May 2017. Motion carried.

6. Other matters.

C. Runge stated that A. Schuette accepted a position with the Village of Ashwaubenon, and that his last day with Brown County will be Friday, June 16, 2017. A. Schuette has been with the County for 17 years.

N. Dantine recommended cancelling July's meeting. August's meeting will be held at Pamperin Park (or other location).

7. Adjourn.

A motion was made by G. Pahl and seconded by K. Janssen to adjourn. Motion carried.

The meeting adjourned at 6:50 p.m.

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, August 15, 2017 at 4:30 p.m. in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Bernie Erickson, Duane Pierce, Ed Koslowski, Joan Brusky, Jerry Polus

EXCUSED: Jim Haskins, Joe Witkowski, Louise Dahlke

****Running Total of Veterans' Certificates: 1841**

1. **Call Meeting to Order.**

The meeting was called to order by Chair Bernie Erickson at 4:30 pm.

2. **Approve/Modify Agenda.**

Motion made by Joan Brusky, seconded by Duane Pierce to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

3. **Approve/Modify Minutes of July 11, 2017.**

Motion made by Duane Pierce, seconded by Joan Brusky to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

4. **Budget Status Financial Report for June, 2017.**

Chair Bernie Erickson informed the unspent operating cash will roll over to next year however, he reminded the group that expenditures still need to be made for Fair expenses.

Motion made by Duane Pierce, seconded by Ed Koslowski to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

5. **Update re: Honor Rewards Program.**

CVSO Jerry Polus informed there have not been any changes in the Honor Rewards Program since the last update. He indicated there will be a representative of the Register of Deeds Office at the Fair to sign veterans up for the program and he anticipates getting some new participants at that time. Chair Erickson added that he will also make some contacts in the fall to get information on the program out to merchants.

6. **Update re: 2017 Veterans' Appreciation Day at the Brown County Fair.**

- a. **Finalized Timeline.**
- b. **Certificate/dog tags.**

Polus wanted to be sure that Associated Bank gets special mention as a major sponsor of this year's event because of the \$1,000 donation they gave towards the event.

Polus distributed the final timeline for the event and the group briefly discussed it. Joan Brusky about the tables and Koslowski said the NEW Meet and Greet group has a number of tables and the Fair also provides tables if needed. There was also a discussion regarding the door prizes and Erickson said that they can work on packing the prizes up into bags the morning of the event.

Erickson showed the Subcommittee the certificate which will be handed out to the Purple Heart vets and the disabled vets and he also gave everyone in attendance one of the dog tags that will be handed out at the event. A discussion was held concerning what time to meet at the Fair and it was decided to meet about 9:30 am.

7. **Report from CVSO Jerry Polus.**

Polus did not have anything to report other than what was discussed above.

8. **Report from Committee Members Present (Erickson, Brusky, Dahlke, Haskins, Koslowski, Pierce & Witkowski).**

-Erickson informed that his fishing club used to sponsor a trout pond for Special Olympics, but they are changing the format this year to include not only Special Olympics but also a number of other groups such as kids from Syble Hopp and disabled veterans.

-Brusky informed she has collected about 24 tickets and gift certificates for prizes for the Fair as well as a gas grill. She also shared a news article she had seen about a specialized golf cart called a paramobile. The paramobile was purchased by a Green Bay man who wanted to get disabled area veterans out golfing. The cart is available for use free to veterans by calling Scott at 920-406-8500. The paramobile provides mobility and support for persons with paraplegia and other disabilities allowing them to participate in activities that require standing such as golf. So far about two dozen veterans have used the vehicle. When someone wants to use the cart it is delivered to where it will be used and instructions are given for its use and then it is picked up when the veteran is done with it.

-Koslowski said the green tent that was set up at the Fair last year will not be set up this year because he is unavailable to go take it down and further, the Fair informed they could not provide security for it. This brought up a discussion regarding how to make sure the donated gas grill is secured if it is dropped off on Friday. Erickson said he will handle this with the Public Works Department.

Koslowski also indicated there should be an agenda item for the next meeting to have a discussion regarding Veterans Day activities.

-Pierce informed that preliminary numbers are in from the Pearly Gates ride and it looks like proceeds will be over six figures. There were 740 bikes at the event along with 150 hot rods and 1500 people on the ride as well as many, many more at the festivities following the ride. If the numbers come in where expected, they will be very close to raising \$1 million dollars in 12 years. Pierce said that many local vets have been helped with ride proceeds in many different ways.

9. **Such Other Matters as Authorized by Law. None.**

10. **Adjourn.**

Motion made by Ed Koslowski, seconded by Joan Brusky to adjourn at 4:59 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary