



"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
FEBRUARY 19 – 23, 2024**

MONDAY, FEBRUARY 19, 2024

*3:30 pm Housing Authority

Room 200, Northern Building
305 E. Walnut Street

TUESDAY, FEBRUARY 20, 2024

(No Meetings)

WEDNESDAY, FEBRUARY 21, 2024

*7:00 pm **BROWN COUNTY BOARD OF SUPERVISORS**

**Lower Level Flexible Meeting Rm.
Central Library
515 Pine Street**

THURSDAY, FEBRUARY 22, 2024

*8:30 am Aging & Disability Resource Center Board of Directors

ADRC
300 S. Adams Street

*3:00 pm Benefits Advisory Committee

Room 660, Northern Building
305 E. Walnut Street

*5:30 pm Administration Committee

Room 200, Northern Building
305 E. Walnut Street

FRIDAY, FEBRUARY 23, 2024

(No Meetings)

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, February 19th, 2024 at 3:30pm
Brown County Northern Building Room 200
305 E. Walnut St, Green Bay, WI 54301

MEMBERS: Ann Hartman – Chair, Jessica Adams – Vice Chair, John Fenner, and Jessica King

ROLL CALL:

Ann Hartman	_____	John Fenner	_____
Jessica Adams	_____	Jessica King	_____

APPROVAL OF MINUTES:

1. Approval of the minutes from the January 15th, 2024, meeting of the Brown County Housing Authority.
2. Approval of the minutes from the February 15th, 2024 meeting of the Brown County Housing Authority Subcommittee.

COMMUNICATIONS:

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - G. VASH Reports (new VASH and active VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations

OLD BUSINESS:

NEW BUSINESS:

4. Consideration with possible action of Resolution No. 2024-01 certifying the Brown County Housing Authority's Annual Section Eight Management Assessment Program (SEMAP) submission for fiscal year ending December 31, 2023.
5. Closed Session: Regarding Service Provider Contract Issues:
 - a. Open Session: **Motion and Record Vote** pursuant to Wis. Stats. Sec 1985(1), **regarding going into Closed Session** pursuant to Wis. Stats. Sec (19.85(1)(e), **for purposes of** deliberating or negotiating the purchasing of public properties, the investing of public funds, or **conducting other specified public business, whether competitive or bargaining reasons require a closed session (Regarding Service Provider Contract Issues)**;
 - b. Convene in to Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Authority shall convene into Closed Session pursuant to Wis. Stats. Sec 19.85(1)(e), the purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (regarding Service Provider Contract Issues); and

- c. Reconvene into Open Session: The Authority shall reconvene into Open Session for possible voting and/or other action regarding the above mentioned matters that were discussed in closed session, and/or regarding other Agenda items.

BILLS AND FINANCIAL REPORT:

6. Consideration with possible action on acceptance of BCHA bills.
7. Consideration with possible action on acceptance of BCHA financial report.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

8. Executive Director's Report

Date of next meeting: **March 18th, 2024**

Any person wishing to attend who, because of a disability, requires special accommodation should contact the Brown County Human Resources Office at (920) 448-4065 by 4:30 p.m. the day before the meeting so that arrangements can be made.

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

PATRICK BUCKLEY, CHAIR
DAVID KASTER, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Sections 19.85 and 59.094, Wis. Stats, notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, February 21, 2024, at 7:00 P.M., Lower-Level Flexible Meeting Room, Brown County Central Library, 515 Pine St., Green Bay, WI 54301.**

NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

The following matters will be considered:

1. **Call to Order.**
2. **Invocation.**
3. **Pledge of Allegiance to the Flag.**
4. **Opening Roll Call.**
5. **Adoption of Agenda.**
6. **Comments from the Public.**
7. **Adoption of Minutes of County Board Meeting of January 17, 2024.**
8. **Announcements by Supervisors.**
9. **Presentation of Petitions, Communications, etc. for Consideration.**
 - a. **Late Communications.**
10. **Appointments by:**
 - a. **County Board Chair.**
 - b. **Confirmation/Appointments by County Executive.**
 - i. **Confirmation Appointment of Cole Runge as Interim Highway Commissioner** (to act as Interim Highway Commissioner until 03-18-2024, when Bruce Stelzner of Public Administration Associates, LLC (PAA, LLC), becomes the Interim Highway Commissioner, and to again act as Interim Highway Commissioner between the time the PAA, LLC Agreement ends, and a Permanent Highway Commissioner is appointed and confirmed).
 - ii. **Confirmation of Appointment of Bruce Stelzner** (of Public Administration Associates, LLC) as **Interim Highway Commissioner** effective March 18, 2024 (to act as Interim Highway Commissioner until the PAA, LLC Agreement ends, or a Permanent Highway Commissioner is appointed and confirmed).
 - iii. **Appointment of Marissa Heim to the Housing Authority.**
 - iv. **Appointment of Kevin Gannon to the Solid Waste Management Board.**

11. **Reports of the:**
 - a. **County Board Chair.**
 - b. **County Executive.**
12. **Reports Other Than Standing Committee Reports.**
13. **Standing Committee Reports:**

a) REPORT OF ADMINISTRATION COMMITTEE OF JANUARY 25, 2024:

1. Benefits Advisory Committee minutes of December 7, 2023. *See action at Item 3 below.*
2. Administration – Budget Adjustment Log. *See action at Item 3 below.*
3. Audit of the bills. To approve the Consent Agenda Items.
4. Child Support Director’s Report. Receive and place on file.
5. IT Director’s Report. Receive and place on file.
6. BCCAN Director’s Report. To remove from the agenda.
7. Treasurer - Director’s Report. Receive and place on file.
8. County Clerk’s Report.
 - a. Budget Status Financial Report through November 30, 2023. Receive and place on file.
9. Administration & Human Resources - Director’s Reports. Receive and place on file.
10. Corporation Counsel - Oral Report. Receive and place on file.
11. Legal Bills - Review and Possible Action on Legal Bills to be paid for December 2023 & January 2024. To approve Items 11, 12 & 13.
12. Child Support – Budget Adjustment Request 24-008: Any increase in expenses with an offsetting increase in revenue. *See action at Item 11 above.*
13. Clerk – ARPA New Project/Additional Funding Request – Project 4GB Memory Device Purchase for \$25,000. *See action at Item 11 above.*
14. Resolution Establishing the Salaries of Certain Elective Officials – County Clerk, County Treasurer and Register of Deeds (24-012R). *Motion at October 2023 Admin budget meeting: To refer to February Admin meeting and referred from October 2023 County Board meeting. Hold one month.*

b) REPORT OF EDUCATION & RECREATION COMMITTEE OF FEBRUARY 7, 2024:

1. Review Minutes of Library Board of December 14, 2023. *See action at Item 7 below.*
2. Review Minutes of Neville Public Museum Governing Board of January 16, 2024. *See action at Item 7 below.*
3. Golf Course Budget Status Financial Report for November 2023 – Unaudited. *See action at Item 7 below.*
4. Museum Budget Status Financial Report for November 2023 – Unaudited. *See action at Item 7 below.*
5. NEW Zoo Budget Financial Report for November 2023 - Unaudited. *See action at Item 7 below.*
6. Parks Budget Status Financial Report for November 2023 – Unaudited. *See action at Item 7 below.*
7. Audit of the bills. To approve Consent Agenda Items 1 – 7.
8. Museum Director’s Report. *No action necessary.*
9. NEW Zoo Director’s Report. *No action necessary.*
10. Golf Course Superintendent’s Report. *No action necessary.*
11. Park Directors’ Report. *No action necessary.*
12. Library Director’s Report. *No action necessary.*
13. Parks – Resolution Adopting Brown County’s Comprehensive Outdoor Recreation Plan (2023 – 2028). To recommend adoption of the substitute resolution. *See Resolutions & Ordinances.*

c) REPORT OF EXECUTIVE COMMITTEE: No Meeting, No Report.

d) REPORT OF HUMAN SERVICES COMMITTEE OF JANUARY 24, 2024:

1. Review Minutes of:
 - a. Aging & Disability Resource Center of Brown County Board of October 26, 2023. To approve Items 1a & b.
 - b. Human Services Board of November 9, 2023. *See action at Item 1a above.*
2. ADRC - Director's Report. *No action taken.*
3. Syble Hopp School - Director's Report. *No action taken.*
4. Veterans - Director's Report. *No action taken.*
5. HHS - Executive Director Report. *See action at Item 6 below.*
6. HHS - Financial Report for Community Treatment Center and Community Services. Receive and place on file Items 5 & 6.
7. HHS - Statistical Reports. Receive and place on file Items 7a-d.
 - a) Monthly CTC Data. *See action at Item 7 above.*
 - i. Bay Haven Crisis Diversion.
 - ii. Nicolet Psychiatric Center.
 - iii. Bayshore Village (Nursing Home).
 - iv. CTC Double Shifts.
 - b) Child Protective Services – Child Abuse/Neglect Report. *See action at Item 7 above.*
 - c) Monthly Contract Update. *See action at Item 7 above.*
 - d) Brown County Public Health Board of Health Report. *See action at Item 7 above.*
8. Request for New Non-Contracted and Contracted Providers. To approve.
9. Report from Mental Health Subcommittee. Receive and place on file.
10. Discussion and possible action as it relates to an Outreach and Resources Opioid Program in Brown County. *Standing Item.* To hold until next month.
11. Veterans – Budget Adjustment Request (23-177): Any increase in expenses with an offsetting increase in revenue. To approve.
12. HHS – Budget Adjustment Request (23-164): Any increase in expenses with an offsetting increase in revenue. To approve.
13. HHS – Budget Adjustment Request (23-165): Any increase in expenses with an offsetting increase in revenue. To approve.
14. HHS – Budget Adjustment Request (23-166): Any increase in expenses with an offsetting increase in revenue. To approve.
15. HHS – Budget Adjustment Request (24-004): Any increase in expenses with an offsetting increase in revenue. To approve.
16. Communication from Supervisor Evans re: Request a class and compensation study for the Youth Justice Social Worker/Case Manager positions. To request a class and compensation study for the Youth Justice Social Worker/Case Manager and Initial Assessment Unit positions.
17. Audit of bills. To acknowledge receipt of the payment of the bills.

e) REPORT OF PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF JANUARY 23, 2024:

1. Harbor Commission minutes of November 13, 2023. *See action at Item 5 below.*
2. Housing Authority minutes of October 16, November 13, and December 18, 2023. *See action at Item 5 below.*
3. Land Information Council draft minutes of January 12, 2023. *See action at Item 5 below.*
4. Planning Commission Board of Directors minutes of October 4, 2023. *See action at Item 5 below.*
5. Acknowledging the bills. To approve Consent Agenda Items 1-5.
6. Airport - Director's Report. *No action necessary.*
7. Extension - Director's Report.
 - a. Update on ARPA funds. *No action necessary.*
8. Planning and Land Services - Introduction of the Brown County/UWGB Economic Development Executive. *No action necessary.*
9. Planning and Land Services - Director's Report.
 - a. Budget Status Financial Reports (Planning, Property Listing, Zoning) for October and November 2023 – Unaudited. *No action necessary.*

10. Port & Resource Recovery - Director's Report.
 - a. ARPA Project Update. *No action necessary.*
11. Facilities - Director's Report.
 - a. Budget Status Financial Report.
 - b. ARPA Project Summary.
 - c. 2023 Facilities Annual Report. *No action necessary.*
12. Highway - Summary of Operations Report. *No action necessary.*
13. Highway - Commissioner's Report.
 - a. ARPA Project Update:
 - i. Highway Radios - \$500,000 – bills still coming in, will likely have very little left.
 - ii. CTH A Stormwater - \$500,000 – project to be done in summer 2024. No money will be left from this. *No action necessary.*
14. Resolution Establishing the Salaries of Certain Elective Officials – County Clerk, County Treasurer and Register of Deeds (24-012R). *Referred to February meeting.*
15. Communication from Supervisor Lund re: Request that the Brown County Highway Commissioner contact WIS DOT to allow Brown County Highway Department to place a more prominent/visible sign on the Bart Starr Memorial Bridge to honor the legendary Green Bay Packer quarterback. To refer back to the group to bring back next month with up to three renderings.

ei) REPORT OF LAND CONSERVATION SUBCOMMITTEE OF JANUARY 23, 2024:

1. ARPA New Project/Additional Funding Request for Project 78 Cover Crop and No-till Planting. To send to Executive Committee with the recommendation to fund the additional \$50,000 to ARPA Project 78 (Cover Crop/No-till Incentive Program) with existing ARPA dollars, or to reduce \$50,000 from ARPA Project 79 (East River Water Trail) for Project 78.
2. Director's Report:
 - a. Budget Status Financial Report through November 2023.
 - b. ARPA Update: Project 78 (Cover Crop/No-till incentive program), Project 79 (East River Water Trail).
 - c. 2024 WLWCA conference - March 6-8, 2024. *No action necessary.*

f) REPORT OF PUBLIC SAFETY COMMITTEE OF FEBRUARY 6, 2024:

1. Consent Agenda - Minutes of Traffic Safety Commission of October 10, 2023. *See action at Item 4 below.*
2. Consent Agenda - Sheriff – Key Factor Report through December 2023 – Unaudited. *See action at Item 4 below.*
3. Consent Agenda - Public Safety Communications – Staffing Report. *See action at Item 4 below.*
4. Consent Agenda - Audit of the bills. To approve Consent Agenda Items 1 – 4 as presented.
5. Circuit Courts, Commissioners, Probate - Presiding Judge's Report. *No action necessary.*
6. District Attorney's Report. *No report; no action necessary.*
7. Clerk of Court's Report. *No report; no action necessary.*
8. Medical Examiner's Report. *No report; no action necessary.*
9. Public Safety Communications - Director's Report. *No action necessary.*
10. Emergency Mgmt. - Director's Report. *No action necessary.*
11. Sheriff's Report. *No action necessary.*
12. Sheriff - Response to issue of voluntary mental health transports. To refer to Human Services Committee.
13. Sheriff - Courthouse Secure Entrance Update – *Standing item; no action necessary.*
14. Sheriff - Jail Replacement Project Update – *Standing Item; no action necessary.*
15. Sheriff – Budget Adjustment Request (24-005): Any increase in expenses with an offsetting increase in revenue. To approve Budget Adjustment 24-005 in the amount of \$7,500.00.

16. Sheriff – Resolution Regarding Table of Organization Change for the Sheriff’s Office – Patrol Officer. To amend the second *Whereas* by striking *Howard-Suamico School District* and replacing it with *Village of Howard* and approve as amended. See Resolutions & Ordinances.
 17. Communication from Supervisors Nicholson and Deneys: To direct Mark Vanden Hoogen to investigate/evaluate whether different pre-trial tools/software designed to assist with setting bonds other than the Public Safety Assessment Tool exist that meet our needs and if so, what the expense of each is – current cases will be included. To hold for one month while Supervisor Nicholson provides information regarding the Arnold Foundation.
 18. Communication from Supervisors Deneys and Nicholson: Due to the alarming amount of criminal offenses being committed while subjects are out on bond in Brown County, in order to insure the safety of the public, we request a review and assessment with possible action of the process and factors utilized by the Court Commissioners for setting of bonds in Brown County including but not limited to the utilization of the recommendation by the Public Safety Assessment tool. Receive and place on file.
- 14. Resolutions & Ordinances:**
- Budget Adjustments Requiring County Board Approval**
- a. Resolution Approving Budget Adjustments to Various Department Budgets.
- Education & Recreation Committee**
- b. Resolution Adopting Brown County’s Comprehensive Outdoor Recreation Plan (2023 – 2028).
Motion at Ed & Rec: To recommend adoption of the substitute resolution.
- Public Safety Committee**
- c. Resolution Regarding Table of Organization Change for the Sheriff’s Office – Patrol Officer.
Motion at Public Safety: To amend the second *Whereas* by striking *Howard-Suamico School District* and replacing it with *Village of Howard* and approve as amended.
15. **Such other matters as authorized by law.**
 16. **Bills over \$5,000 for January 31, 2024.**
 17. **Closing Roll Call.**
 18. **Adjournment to Wednesday, March 20, 2024.**

Submitted by:



Patrick J. Buckley
Board Chairman



**ADRC BOARD OF DIRECTORS
PUBLIC NOTICE OF IN-PERSON MEETING
Thursday, February 22, 2024, at 8:30 AM
300 S ADAMS ST GREEN BAY WI 54301**

Microsoft Teams Meeting - Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 216 366 153 093 Passcode: 7Cnp5f

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 872-256-4158, 180094851# United States, Chicago

Phone Conference ID: 180 094 851#

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

Time	Agenda Item	Handout	Action Required
8:30	1. Pledge of Allegiance		
8:31	2. Introductions		
8:33	3. Review of the Agenda	Yes	
8:35	4. Approval of the minutes of the regular meeting of January 25, 2024	Yes	Yes
8:40	5. Comments from the public a. Must be limited to items not on the agenda. b. State name and address for the record c. Comments will be limited to five minutes. d. The Board's role is to listen and not discuss comments or act on those comments at this meeting		
8:45	5. Finance Report, Update and Review		
	a. Review of the Estimated Finance Report-December 2023	Yes	Yes
	b. Review of Donor Directed Donations	Yes	Yes
9:00	6. Futuring/Foresight Review ADRC Board Presentation: Jim Pecard	Yes	
9:20	7. ADRC Directors Report		
	a. Central Kitchen and Library Partnership Updates		
	b. Complaint and Concern Report 2023	Yes	Yes
	c. All Agency Meeting April 16 th , 2024	Yes	
9:40	8. Unit Review: Mary Schlautman, ADRC Services Manager	Yes	
10:20	9. Advocacy Opportunities- Announcements- Aging Advocacy Day		
10:25	10. Adjourn and Next Meeting: March 28, 2024, at 8:30am		Yes

Robert Johnson, Chairperson
Aging & Disability Resource Center of Brown County

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: All people are valued, celebrated, and connected to a life of possibilities



Benefits Advisory Committee

Thursday, February 22, 2024

3:00 P.M.

Northern Building, Room 660

305 E. Walnut St., Green Bay, WI

1. Call meeting to order
2. Roll Call
3. Review Vendor Information – YTD Plan Performance
4. Discussion on potential future health benefit options or changes
5. New Business
6. Schedule next meeting
7. Adjourn

Jeff Flynt
Secretary

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

ADMINISTRATION COMMITTEE

Richard Schadewald, Chair; Tom Lund, Vice Chair
Kathy Lefebvre, Thomas Peters, John Vander Leest

ADMINISTRATION COMMITTEE MEETING

THURSDAY, FEBRUARY 22, 2024

5:30 p.m.

**Room 200, Northern Building
305 E. Walnut Street, Green Bay, WI**

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

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of January 25, 2024.

Comments from the Public

Consent Agenda

1. Administration – Budget Adjustment Log.
2. Audit of the bills.

Treasurer

3. Director's Report.

Child Support

4. Child Support Director's Report.

Information Technology

5. IT Director's Report.

County Clerk

6. County Clerk's Report.

Administration & Human Resources

7. Discussion regarding departmental class and comp request.
8. Director's Reports.

Corporation Counsel

9. Oral Report.

Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments

10. Legal Bills - Review and Possible Action on Legal Bills to be paid.
11. Admin & HR - Discussion and possible action regarding ARPA project #42 (Emergency Allocation Fund) requests.
12. Resolution Approving Budget Carryover Requests from 2023 Budget to 2024 Budget.
13. Resolution Establishing the Salaries of Certain Elective Officials – County Clerk, County Treasurer and Register of Deeds (24-012R). *Motion at October 2023 Admin budget meeting: To refer to February Admin meeting and referred from October 2023 County Board meeting.*

Communications – None.

Other



14. Such Other Matters.
15. Adjourn.

Rick Schadewald, 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 the purposes of discussion and information gathering relative to this agenda.

FEBRUARY 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6 Public Safety 5:30 pm (Note Time)	7 Ed & Rec 5:00 pm (Note Time)	8	9	10
11	12	13	14 	15	16	17
18	19	20 	21 COUNTY BOARD 7:00 pm	22 Admin 5:30 pm	23	24
25	26	27 Land Con 5:30pm PD&T 5:45 pm	28 Human Services 5:30 pm	29		

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Board Meeting (December 14, 2023)
- Children With Disabilities Education Board (January 18, 2024)
- Harbor Commission (January 8, 2024)

To obtain a copy of Committee minutes:

https://www.browncountywi.gov/government/minutes_and_agendas/

OR

Contact the Brown County Clerk's Department

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

December 14, 2023

PRESENT IN-PERSON: Robert Johnson, Amy Bushman, Amy Barhite, Jose Garcia Chevrest, Eileen Littig, Dennis Rader, Eric Seubert

PRESENT VIRTUALLY: Jim Pecard

EXCUSED: Terri Gulyas, Michael Conley-Kuhagen, Marvin Rucker, Jessica Nell

ABSENT: Patrick Hopkins

ALSO PRESENT: Randy Johnson, Jean Lynch, Justin Johnson, Devon Christianson, Heather Bawyn, Christel Giesen, Kelly Schwartz, Michelle Erdmann, Desire Delamora, Kimberlee Dalmann, Mary Schlautman (virtually)

The meeting was called to order by Chair Johnson at 8:32AM

PLEDGE OF ALLEGIANCE

INTRODUCTIONS: Introductions were made around the room and virtually including new ADRC team members.

ADOPTION OF AGENDA: Chair Johnson reviewed the agenda as presented.

APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 26, 2023: Ms. Littig/Ms. Bushman moved to approve the minutes for the October 26, 2023, meeting as presented. **MOTION CARRIED with no negative vote.**

COMMENTS FROM THE PUBLIC: None

Kimberlee Dallmann joined the meeting at 8:48am

FINANCE REPORT UPDATE AND REVIEW

Review of the October 2023 Finance Report

Ms. Bawyn, Finance Coordinator, reviewed the October 2023 Finance Report and highlights including current and projected financials for Grounded Café.

Mr. Justin Johnson, Sustainable Kitchens consultant working with Grounded Cafe, summarized the work completed with the Grounded Café team, menu, kitchen facility and flow. He stated that though there have been many improvements, it will take time to reach financial sustainability. Mr. Johnson reported that industry averages indicate that it will take at least half the duration the café operated with a deficit to reach a balanced or surplus budget. He stated that Grounded has a strong customer following supportive of the mission and he is confident of the cafe's success.

Ms. Littig inquired about marketing efforts occurring around Grounded Café and Mr. Johnson highlighted social media, web presence and the food truck as a means of promoting the café and its mission. Grounded trainees and volunteers have been hand delivering the new menus to local businesses as well.

Mr. Rader/Ms. Littig moved to receive the October 2023 Finance Report and place it on file. **MOTION CARRIED with no negative vote.**

Review of Donor Directed Donation

Ms. Bawyn reviewed the Donor Directed Donations Report noting there were no changes in October.

Ms. Bushman/Ms. Barhite moved to receive the October 2023 Donor Directed Donation Report and place it on file. **MOTION CARRIED with no negative vote.**

GWAAR- JEAN LYNCH: OLDER AMERICAN'S ACT NUTRITION PROGRAM REQUIREMENTS, GOALS, AND VISION

Ms. Jean Lynch, Nutrition Program Consultant, Greater Wisconsin Agency on Aging Resources (GWAAR) provided an overview of the Older Americans Act (OAA), State of Wisconsin Aging Network structure and GWAAR's role assuring the provision of OAA services. She reviewed the OAA requirements, Title III programs, nutrition services including community dining and home delivered meals, the impact of COVID such as increased demand and operational costs as well as loss of volunteers.

Ms. Lynch discussed future program projections with the growth of the older adult population, rising food costs, and stagnant resources. She identified network strategies and opportunities including collaborative buying power, reduced costs through onsite meal preparation, responsiveness to the needs and preferences of the older adult

customer, and partnerships. Ms. Lynch shared that aging units that have partnered with GWAAR and Sustainable Kitchens experienced a decrease in raw food costs, improved satisfaction, increased community awareness, local partnerships with farmers, and other collaborations that may generate revenue.

NUTRITION PROGRAM: CENTRAL KITCHEN/DINING SITE UPDATE RANDY JOHNSON, TASK FORCE CHAIR

Mr. Randy Johnson, Chair, ADRC Central Kitchen Task Force, provided a presentation on the history and membership of the task force, evaluation, research and the journey of the central kitchen and community dining project to date. He reported that the task force met with city developers and learned more about the city zoning requirements. Next steps include meet with the County Executive with a preliminary concept plan, meet with interested developers who responded to the RFI, create an RFP for the architectural and engineering work to create the plan, and demolish the existing building in early spring. Mr. Johnson stated that his target is fourteen months until the first meal is served though a timeline will be created once the demolition has occurred.

Mr. Johnson stated that ADRC Board Members' role includes advocacy and communication with supervisors to assure the best facility for older adults and the ADRC nutrition program, support and share feedback with the task force, and assure the project is built on the ADRC values.

Chair (Robert) Johnson thanked Mr. Johnson and the task force for their time and work on this project.

HR & NOMINATIONS COMMITTEE REPORT

Director Evaluation

Chair Johnson thanked all for their input and participation in the director's evaluation. He noted that Director Christianson exemplifies the values of the ADRC, provides leadership within the agency and community, focuses on the future and efforts to continue to improve the lives of older adults, adults with disabilities and family caregivers.

Mr. Rader/Ms. Littig motioned to accept the ADRC Director Evaluation as provided by the HR & Nominations Committee. **MOTION CARRIED with no negative vote.**

New ADRC Board Member

Director Christianson provided a profile of ADRC board candidate Mr. Greg Tilkens who is an existing ADRC volunteer. Chair Johnson reported that the HR & Nominations Committee is recommending approval of Mr. Tilkens' application for ADRC Board of Directors representing the physical disabilities population. Mr. Tilkens will complete Ms. Nell's term that ends on 12.31.2025 and will then be eligible for consideration for a new initial term.

Ms. Bushman/Ms. Littig motioned to approve Mr. Greg Tilkens' application for ADRC Board of Directors. **MOTION CARRIED with no negative vote.**

Slate Of Officers and Committee Membership

Chair Johnson presented the slate of officers for the 2024 ADRC Board of Directors and the Committee Assignments. Chair Johnson called for additional nominations for the chair, vice chair, treasurer, and secretary three times and with no additional nominations, called for a motion for each position.

Ms. Littig/Ms. Bushman motioned to approve Mr. Robert Johnson as ADRC Board Chair for 2024. **MOTION CARRIED with no negative vote.**

Mr. Rader/Ms. Littig motioned to approve Ms. Terri Gulyas as ADRC Board Vice Chair for 2024. **MOTION CARRIED with no negative vote.**

Ms. Littig/Ms. Bushman motioned to approve Mr. Dennis Rader as ADRC Board Treasurer for 2024. **MOTION CARRIED with no negative vote.**

Ms. Barhite/Ms. Bushman motioned to approve Mr. Michael Conley-Kuhagen as ADRC Board Secretary for 2024. **MOTION CARRIED with no negative vote.**

ADRC DIRECTOR'S UPDATE

ADRC Library Future Vision

Director Christianson reviewed the ADRC and Central Library partnership and vision. The first step in the process is to get input regarding the possibilities and costs related to the collaboration.

Organizational Chart

Noted the handout with updated 2024 org chart was provided in the packet.

Thank You to Board Members

Director Christianson thanked the board members for their time, commitment and advocacy during the past year and shared that she is looking forward to 2024.

ADVOCACY OPPORTUNITIES & ANNOUNCEMENTS: None

NEXT MEETING

The 2024 ADRC Board of Directors Meeting Calendar was reviewed. **The next ADRC Board of Directors Meeting is Thursday, January 25, 2024 at 8:30AM** at ADRC of Brown County, 300 South Adams Street, Green Bay WI 54301.

Ms. Bushman/Mr. Garcia Chevrest moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:32AM.

Respectfully Submitted,
Christel Giesen
Assistant Director

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: January 18, 2024

Board Members Present: H. Mathes, J. Wieland, L. Franke, K. Lukens, N.Gomes (via phone)

Excused: S. Cleveland

Others Present: E. Martini, S. Johnson, A. LaBine, N. Kohls, T. Widmer, J. Titera

Action Item: Call to Order

1. T. Hansen called the meeting to order at 4:00 PM.
2. Open Forum – None
3. Action Item: Approval of Minutes
Motion made by L. Franke, seconded by H. Mathes, that the minutes of the December 19, 2023, Board meeting be approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by J. Wieland, seconded by K. Lukens, that the amended agenda for today's meeting be approved. MOTION CARRIED ANIMOUSLY.
5. Action Item: Donations
E. Martini reviewed the donations for the month highlighting the Mulva donation and other Hopp Needs donations. **Motion made by K. Lukens, seconded by H. Mathes, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.**
6. Action Item: Payment of Bills
Disbursement for December 1, 2023 through December 31, 2023, were presented. Expenses were routine in nature. Additional expenses included the installation of a camera in the pool area and Grafton School for Ukeru training which will be paid out of ESSER III funds. **Motion made by L. Franke, seconded by H. Mathes, that the payment of bills be approved. MOTION CARRIED UNANIMOUSLY.**
7. Action Item: Financial Report
Expenditures and revenues for December were reviewed. The property tax payment will be made by Brown County to Syble Hopp mid to end of January 2024. Expenditures are on track for the 2023-24 fiscal year. **Motion made by K. Lukens, seconded by H. Mathes, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.**
8. Action Item: 2024-2025 Calendar
Discussion to start the 2024-25 school year before Labor Day on August 28th due to the overwhelming amount of people expected to be in Green Bay for the NFL Draft in April 2025. Syble Hopp School would have 3 days off from school in April to avoid the traffic congestion because we transport students from 7 school districts throughout the county. We are seeking board approval to apply for a waiver from DPI to start before Labor Day. **Motion made by J. Wieland, seconded by L. Franke, that the Board approve the recommendation for an August start date for the 2024-2025. MOTION CARRIED UNANIMOUSLY.**
9. Action Item: School Violence Drill
Today we held a school violence drill. Staff and students sheltered in place. Parents were notified before and after the drill. Practice included locking doors, covering windows, turning off lights and barricading. Students and staff did a great job. Staff feedback will be reviewed. E. Martini met with members of the De Pere police department to tour the building for safety suggestions and evacuation routes. She will meet with them again next week to review their report and findings. This completed certification will be filed with the

DOJ. Motion made by J. Wieland, seconded by H. Mathes, that the Board certify the Act 143-School Violence/Safety Drill. MOTION CARRIED UNANIMOUSLY.

10. Action Item: Resignations and Retirements:

Motion made by H. Mathys, seconded by, K. Lukens, that the Board approve the resignation of Tami Calnin, BCCDEB Teacher and Jessina Holloway, BCCDEB Instructional Aide. MOTION CARRIED UNANIMOUSLY.

11. Action Item: Hires

E. Martini reported that we are currently working on hiring a teacher to replace T. Calnin. Waiting for hiring papers to be processed.

12. Action Item: Instructional Aides

This year we have 17 aides that are hired through CESA. CESA makes it possible for schools to work together to share staff and equipment and save money. School Districts pay CESA for CESA aides. However, these employees are doing the same work as BC aides for less pay and benefits. Switching these aides to BC would help with retention and benefits. **Motion made by J. Wieland, seconded by L. Franke, that the Board approves transitioning all instructional aides who are contracted through a third party to become BCCDEB employees for the 2024-2025 school year.**

13. Discussion Item: Facilities Update

Erin M. reported that the floor claim in the Vastag has been settled. The floor will be done this summer as it will take several days to complete. Also, several doors throughout the building will need to be replaced as they are not up to code according to the De Pere police department. We will also be looking at protective bulletproof film on all the windows. We currently have this film on our exterior doors.

14. Discussion Item: Administrator's Report

S. Johnson reported that the training on the new Vocera badges is almost complete. Staff are getting more comfortable using them. Syble Hopps Mental Wellness Committee has been providing events and luncheons each month for staff and has been very well received. Early Childhood in the districts is seeing more three-year-olds entering the school systems. Altmayer added a morning session to accommodate the increase.

E. Martini met with a Neola representative on Wednesday for board policy training. She will do one section at a time and present to the board each section for a read through. Some special education policies will need to be written and presented to a lawyer for legal accuracy. The completed board policies will take about a year to put in place. Neola will review the policies once a year for continued accuracy with state and federal laws.

15. Discussion Item: Parent Organization Report

T. Widmer reported they are planning a family event on January 27th utilizing the SCY and Pool. Another family event will take place in April at the De Pere theatre. The annual golf outing will take place on June 15th at the Ledgeview Golf Course.

16. Executive Session: Executive Session: The Board will move to executive session as allowed by Wisconsin Statute 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction pursuant to Wis. Stats. Sec. 118.22. **Motion made by J. Wieland, seconded by L. Franke that the Board move into Executive Session at 4:50 PM. MOTION CARRIED UNANIMOUSLY**

17. Adjournment:

Motion made H. Mathys seconded by J. Wieland that the January 18, 2024, Brown County Children with Disability Education Board meeting be adjourned at 5:17 PM. MOTION CARRIED UNANIMOUSLY.

PORT & RESOURCE RECOVERY DEPARTMENT



2561 SOUTH BROADWAY
GREEN BAY, WI 54304

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

DEAN R. HAEN
DIRECTOR

MINUTES OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, January 8th, 2024**
at the Port Offices, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was officially called to order by Vice President Bryan Hyska at 10:30 am.

2) Roll Call:

Present: Vice President Bryan Hyska
Commissioner Mike Vizer
Commissioner Barb LaMue
Commissioner Hank Wallace
Commissioner Pete Diemer
Commissioner Wes Kornowske

Excused: President Tom Klimek
Commissioner Ron Antonneau
Commissioner Tim Feldhausen

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Katie Platten, Brown County P&RR
Chris Christenson, Leonard & Finco
Katie Flanigan, Leonard & Finco

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Barb LaMue and seconded by Wes Kornowske Unanimously approved.

4) Approval/Modification – Minutes of November 13th, 2023 Meeting

A motion to approve the minutes of the November 13th meeting was made by Hank Wallace and seconded by Mike Vizer. Unanimously approved.

5) Announcements/Communications

Director Dean Haen wished the Commission a Happy New Year. Mr. Haen discussed and passed around an article in the Wisconsin Counties Association magazine regarding ports of Wisconsin.

There was a discussion about the Mason Street Bridge project by the Department of Transportation (DOT) that is scheduled for late 2026 or early 2027. Closure notification effective Dec.1 to March 1. Effectively the project will close navigation south of the Mason Street Bridge for terminal operations. Commissioner Mike Vizer commented that impeding cement shipping would have an impact on Holcim. Commissioner Barb LaMue asked if there would be an opportunity to provide comments or opinions on the project's impact on the areas underneath the bridge. Mr. Haen answered that he had already participated in a number of calls with the DOT regarding at grade vs elevated construction, but the bridge closure was not discussed. Bridge closure was found in the US Coast Guard bridge notice. The Port Department's comments were to reduce the amount of disruption to Port terminals as possible.

6) Engineering & Consulting Services Contract Extension

Mr. Haen briefly talked about the final year extension of the contract that the Port & Resource Recovery Department has with Foth for engineering work. An RFP process will be necessary to select an engineering firm to start in 2025. Commissioner Wes Kornowski asked for clarification on changes in the rate table presented to which Mr. Haen and Mark Walter answered that there were promotions applied in June and not all of the positions shown work on department projects.

7) Infrastructure Investment Survey of the Great Lakes and St. Lawrence Seaway

There was a conversation regarding a secondary survey that follows the recent economic impact study of the Great Lakes and St. Lawrence Seaway. The survey reflected vessel enhancements that were completed, infrastructure that was updated, and \$1.1 billion in projects planned. Vice President Bryan Hyska asked if this survey would be an opportunity to advance the discussion of a new Great Lakes ice breaking vessel, which Mr. Haen answered that the vessel has been authorized, the Coast Guard is in the process of planning and engineering, but the investment to build one is not appropriated.

8) 2024 Budget

Mr. Haen presented the Statement of Funds for the 2024 Budget which paints a financial picture of the department's resources.

Commissioner Pete Diemer asked for an update regarding long-term care and closure cost increases at the Bayport facility which was discussed in the previous Harbor Commission meeting. Mr. Haen explained that with the new calculations for Long-Term Care and Closure, there are enough funds to cover the LTC but due to additional PCB capping requirements a letter of credit is necessary to cover the new closure calculations. Eventually future dredging revenue will result in a fund balance to cover the closure calculations and eliminate the need for a letter of credit. Mr. Diemer asked if it was possible to request a grace period from the WDNR because of the short timeframe requiring the department to have the additional funds. Mr. Haen answered that the DNR has been flexible in conversations with the Department regarding the letter of credit but upon issuance, Brown County is obligated to meet the requirement.

Mr. Haen answered more questions regarding interest rates, investment limits, and comingled funds in the County. Mr. Haen suggested that Chuck Mahlik from the Brown County Treasurer's office address the Harbor Commission's questions about how Brown County is investing funds, and Mr. Hyska asked if it would warrant an agenda item at a future meeting. Mr. Haen agreed.

Mr. Kornowske asked why the expenses for Renard Island are expected to double, which Mr. Haen explained that it was an accounting change recognizing existing expenses previously recorded under the Port-General cost center.

Mr. Walter mentioned that bids are going out in the first quarter for managed grazing on Renard Island. If the cost is comparable to mowing, the project will be pursued.

9) Port Development Site

Mr. Haen and Mr. Walter shared updates for the Port Development Site project. Engineering design is at 60% and GEI Consultants have updated the project cost estimate resulting in a \$20 million gap in funding. The project cost estimate has increased by \$3M.

The 2024 Harbor Assistance Program (HAP) grant applied for in August 2023 did not receive any funding. Based on comments from the HAP review committee, the concern was that there had been no progress with previously awarded HAP grant funds as Brown County continues to wait for the PIDP grant agreement to be finalized.

MARAD previously approved 60% of engineering design work. It is proving more complicated than expected to get additional grant funds due to the grant agreement requirements. Commissioner Barb LaMue asked if intervention by political

representative staff would help in the process, to which Mr. Haen answered that the process is underway, but it is taking a considerable amount of time.

Mr. Walter explained the evaluations and permits that GEI Consultants and the Port have conducted and the approval process as a federal and state funded project. As part of the bipartisan infrastructure law, labor and steel must be from the USA, while in the past, foreign steel was used in dockwall construction. There was a conversation about what options are available for US steel.

Mr. Kornowske asked about how much time is available to spend the funding based on the grant agreements, which Mr. Haen and Mr. Walter answered. Using state granted monies there must be progress shown by the end of 2024, and the first construction will be creating an access road and fencing the property. There is a concern with phasing a project without the full amount of funding confirmed. Discussion occurred about pursuing state surplus money and other options for federal funding.

Mr. Kornowske discussed the merit in phasing or breaking up the project based on the scope of construction. Several commissioners discussed options given by GEI Consultants such as postponing dredging versus postponing landside improvements. A question of the County Executive's position on a phased approach was raised. Mr. Haen explained that how we proceed will need support from the County Executive and County Board. It was agreed by the Commissioners that making progress on the site and continuing to pursue funding opportunities is the main priority. A letter of intent from a private partner or MOU from the City of Green Bay would assist in the pursuit of grants.

There was a request for more information from GEI Consultants if an early contractor engagement can be conducted to get a closer estimate of cost.

10) Director's Report

Mr. Haen gave an update on the upcoming prospectus for Renard Island. Discover Green Bay is taking the lead to create the document, but Mr. Haen will be reaching out to several entities to add additional content and build support for Green Bay and Renard Island as the site for the NERR facility. There was a brief discussion regarding a potential collaboration with Sturgeon Bay as a satellite visitor center.

11) Tonnage Report

The November Tonnage Report was presented to the Harbor Commission. There were comments regarding the lack of ice allowing the shipping season to continue into January.

12) Such Other Matters as Authorized by Law

None.

13) Adjourn

A motion to adjourn the Harbor Commission meeting at 11:55 am was made by Mike Vizer and seconded by Wes Kornowske. Unanimously approved.

Tom Klimek, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department