



**"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  
MARCH 2 – 6, 2026**

**MONDAY, MARCH 2, 2026**

\*6:00 pm ~~Public Safety Committee – Rescheduled to March 16~~ Sheriff's Office  
2684 Development Drive

**TUESDAY, MARCH 3, 2026**

\*1:30 pm NE Wisconsin Region CDBG – Housing Committee Annual Meeting Room 391, Northern Building  
305 E. Walnut Street

\*6:00 pm Land Conservation Subcommittee Room 200, Northern Building  
305 E. Walnut Street

\*6:10 pm Planning, Development & Transportation Committee Room 200, Northern Building  
305 E. Walnut Street

**WEDNESDAY, MARCH 4, 2026**

~~\*5:00 pm Education and Recreation Committee – Rescheduled to March 11~~ Room 200, Northern Building  
305 E. Walnut Street

\*6:30 pm Planning Commission Board of Directors GB Metro Transportation Center  
901 University Avenue

**THURSDAY, MARCH 5, 2026**

\*5:30 pm Administration Committee Room 200, Northern Building  
305 E. Walnut Street

**FRIDAY, MARCH 6, 2026**

(No Meetings)

# Northeastern Wisconsin Region CDBG Housing Committee Annual Meeting Tuesday, March 3, 2026 at 1:30 P.M.

**\*\*\*Meeting will be held in-person and via virtual audio/video, the meeting can be accessed by  
Microsoft Teams Meeting\*\*\***

**Join on your computer, mobile app or room device**

**Join: <https://teams.microsoft.com/meet/23459027444823?p=J7kfJZQZEVWYamypgg>**

**Meeting ID: 234 590 274 448 23**

**Passcode: sv7Zd9YU**

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**[Need help?](#) | [System reference](#)  
For organizers: [Meeting options](#)**

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**Or, in-person at  
Brown County Northern Building, Room 391  
305 E. Walnut Street  
Green Bay, WI 54301**

## **AGENDA**

1. Call to order.
2. Roll call.
3. Discussion/action regarding Northeastern Wisconsin CDBG-Housing Region Committee meeting minutes of February 25, 2025.
4. Updates regarding the discontinuation of Revolving Loan Fund (RLF) Community Housing Programs.
5. Updates and discussion with marketing and outreach of our regional housing program.
6. Updates regarding new CDBG-Housing Grant HSG 26-04 (contract covers Years 2027 to 2028)
7. Adjourn.



**Any person wishing to attend who requires special language or access accommodations should contact Brown County Planning Commission at (920) 448-6480 before 4:30 p.m. on or prior to Monday, March 2, 2026, 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

**LAND CONSERVATION SUBCOMMITTEE**

Supervisor Norb Dantine, Chair  
Citizen Rep Stan Kaczmarek, Vice Chair  
Supervisor Tom Friberg, Supervisor Kevin Gannon  
Supervisor Stephen Przybelski, Supervisor Ronald Vigil

**LAND CONSERVATION SUBCOMMITTEE**  
**TUESDAY, MARCH 3, 2026**  
**6:00 PM**  
**Room 200, Northern Building**  
**305 E. Walnut Street**  
**Green Bay, WI**

**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 February 3, 2026.
- IV. Set date for April Land Conservation Subcommittee and Planning, Development & Transportation Committee meetings.

**Comments from the Public**

**Land and Water Conservation**

1. Director's Report.
  - a. East River Water Trail Kayak launch.
  - b. Land and Water Resources Management Plan update.
  - c. Other department updates.

**Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments**

2. Resolution to Enter into MOU Clarifying Jurisdictional Boundaries Regarding Maintenance and Improvements – CTH U (26-045R).

**Other**

3. Such Other Matters as Authorized by Law.
4. Adjourn.

Norb Dantine, Chair

MEETING MINUTES AND AGENDAS: May be found at

[https://www.browncountywi.gov/government/minutes\\_and\\_agendas/](https://www.browncountywi.gov/government/minutes_and_agendas/)

ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability should contact the County Clerk's office at (920) 448-4016 at least 48 hours before the scheduled meeting time so that arrangements can be made. QUORUM: Please take notice that a majority or quorum of the County Board and/or Committee's will attend this meeting and will constitute a meeting of the County Board for the purposes of discussion and information gathering relative to this agenda.

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
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PHONE (920) 448-4015 FAX (920) 448-6221

### PLAN, DEV. & TRANS. COMMITTEE

Supervisor Norb Dantine, Chairman  
Supervisor Kevin Gannon, Vice Chairman  
Supervisor Tom Friberg, Supervisor Stephen Przybelski,  
Supervisor Ronald Vigil

### PLANNING, DEVELOPMENT & TRANSPORTATION

#### COMMITTEE

TUESDAY, MARCH 3, 2026  
6:10 PM, to follow Land Con.  
Room 200, Northern Building  
305 E. Walnut St., Green Bay, WI

**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 January 6, 2026.

**PUBLIC HEARING** re: *Proposed repeal and recreation of the Shoreland Ordinance Chapter 22 of the Brown County Code of Ordinances – See Item 11.*

#### Comments from the Public on Non-Agenda Items

##### Consent Agenda

1. Harbor Commission minutes of December 8, 2025.
2. Planning Commission Board of Directors minutes of December 2, 2025.
3. Planning Commission Board of Directors Transportation Subcommittee minutes of August 12, 2025.

##### Planning & Land Services

4. Director's Report (Staff Activity Reports).

##### Port & Resource Recovery

5. Director's Report.

##### Extension

6. Director's Report.

##### Facilities

7. Director's Report.
  - a. 2025 Brown County Facilities Report.

##### Airport

8. Director's Report.
  - a. Passenger Activity Report.

## Highway

9. Highway Commissioner Report.
  - a. Labor Staffing Report.
  - b. Purchasing Handbook - *Draft*.

## Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments

10. Administration's 2025 to 2026 Carry forward request.
11. PALS – Ordinance to Amend Chapter 22 of the Brown County Code of Ordinances (Shorelands and Wetlands) (26-025O).
12. Port & Resource Recovery – Resolution Approving Three-Year Statement of Intentions for Wisconsin Department of Transportation's Harbor Assistance Program (26-034R).
13. Airport – Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid in Brown County, Wisconsin (26-043R).
14. Hwy – Work Zone Safety Awareness Week Resolution (April 20-24, 2026) (26-044R).
15. Hwy – Resolution to Enter Into MOU Clarifying Jurisdictional Boundaries Regarding Maintenance and Improvements – CTH U (26-045R).
16. Hwy – An Ordinance to Amend Schedule A of Section 340.0003 of Chapter 340 of the Brown County Code of Ordinances (CTH "DD" and CTH "M") (26-046O).

## Communications

17. Communication from Supervisor Lund re: Speed limit change on County M starting north of the intersection of Anston Rd. to Autumn Weed Trail. I would like to see a speed study undertaken and the possibility of reducing the current speed limit of 45 MPH to 35 MPH. *Held for one month.*

## Closed Session

18. **Closed Session.** Considering high-level terms and conditions of a potential agreement involving operations where competitive and bargaining reasons require a closed session.
  - a. **Open Session: Motion and Recorded Vote** pursuant to Wis. Stats. Sec. 19.85(1), regarding going into Closed Session pursuant to: **1) Wis. Stats. Sec. 19.85(1)(e)**, for purposes of conducting specified public business, whenever competitive or bargaining reasons require a closed session;
  - b. **Convene into Closed Session:** Pursuant to Wis. Stats. Sec. 19.85(1), convene into Closed Session pursuant to: **1) Wis. Stats. Sec. 19.85(1)(e)**, for purposes of conducting specified public business, whenever competitive or bargaining reasons require a closed session; and
  - c. **Reconvene into Open Session:** Reconvene into Open Session for possible action regarding: **1) high-level terms and conditions of a potential agreement involving operations; and/or 2) to conduct any other business on the Agenda.**

## Other

19. Such other matters as authorized by law.
20. Adjourn.

Norb Dantine, Chair

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QUORUM: Please take notice that a majority or quorum of the County Board and/or Committee's will attend this meeting and will constitute a meeting of the County Board for the purposes of discussion and information gathering relative to this agenda.

**AGENDA**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**

**Wednesday, March 4, 2026 - 6:30 pm**

**Green Bay Metro Transportation Center**

**901 University Avenue, Commission Room, Green Bay, WI 54302**

**ROLL CALL:**

Paul Blindauer	_____	Patty Kiewiz	_____	Pam Schauer	_____
Corrie Campbell	_____	Greg Kirschling	_____	Dan Segerstrom	_____
N. Dantine, Jr.	_____	Gary Koomen	_____	Glen Severson	_____
Geoff Farr	_____	Dane Lasecki	_____	Jim Steffek	_____
Matt Goetsch	_____	Dan Lindstrom	_____	Matthew Woicek	_____
Steve Grenier	_____	Josh Lutzow	_____	Gene Wojcik	_____
Mark Handeland	_____	Gary Pahl	_____		
Matthew Harris	_____	Jim Pyle	_____		
Emily Jacobson	_____	Bobbi Retzlaff	_____	C. Green Bay – Vacant x1	
Dave Kaster	_____	Mike Romes	_____	Br.Co. Bd. De Pere - Vacant	

Welcome Gary Koomen, representative for the Towns of Morrison and Holland.

1. Approval of the agenda.
2. Approval of the minutes of the February 4, 2026 regular meeting of the Brown County Planning Commission Board of Directors.
3. Receive and place on file the draft minutes of the February 17, 2026 meeting of the Brown County Board of Directors Transportation Subcommittee meeting.
4. Discussion and action regarding the adoption of the Highway Safety Improvement Program Performance Measures Targets for 2026.
5. Discussion and action regarding the approval of Federal Transportation Alternative Program (TAP) funding for FFY 2029 and FFY 2030.
6. Discussion and action regarding the approval of Federal Surface Transportation Block Grant (STBG) Program funds for FFY 2030 and FFY 2031.
7. **Overview and Public Hearing:** *Draft Major Amendment #8 to the 2025-2028 Transportation Improvement Program (TIP) for the Green Bay Metropolitan Planning Area.*
8. Discussion and action regarding *Draft Major Amendment #8 to the 2025-2028 Transportation Improvement Program (TIP) for the Green Bay Metropolitan Planning Area.*
9. Brown County Planning Commission staff updates on work activities during the month of February 2026.

10. Planning Director's Report.

11. Other matters.

12. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO 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

### ADMINISTRATION COMMITTEE

Supervisor John Van Dyck, Chair  
Supervisor Devon Coenen, Vice Chair  
Supervisor Ross Toellner, Supervisor John Vander Leest  
Supervisor Richard Van Lanen

### ADMINISTRATION COMMITTEE

THURSDAY, MARCH 5, 2026

5:30 p.m.

Room 200, Northern Building  
305 E. Walnut St., 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 February 5, 2026.

### Comments from the Public

#### Child Support

1. Child Support Director's Report.

#### Treasurer

2. Treasurer's Report.

#### County Clerk

3. County Clerk's Oral Report.

#### Administration & Human Resources

4. Departmental Report(s)

#### Information Technology

5. Departmental Report.
  - a. BugTussel Report.
  - b. Review and possible action regarding recording of County Board meetings.
    - i. Update re: Open Meetings.
    - ii. Update on alternative options.

#### Corporation Counsel

6. Oral Report.

#### Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments

7. Resolution Approving Budget Carryover Requests from 2025 Budget to 2026 Budget (26-041R).
8. Discussion and Possible Action regarding projects funded by the Tourism Grant Program.
9. Approve Payment of Bills.
  - a. Legal Bills - Review and Possible Action on Legal Bills to be paid.

b. Other County Bills –

<https://www.browncountywi.gov/departments/administration/finance/paid-bills-report/>

**Communications** – None.

**Other**

10. Such Other Matters.

11. Adjourn.

John Van Dyck, Chair

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Quorum: Please take notice that a majority or quorum of the County Board and/or Committee's will attend this meeting and will constitute a meeting of the County Board for the purposes of discussion and information gathering relative to this agenda.



# MARCH 2026



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Public Safety 6:00 pm See March 16	3 Land Con 6:00pm PD&T 6:10pm	4 Ed and Rec 5:00 pm See March 11	5 Admin 5:30 pm	6	7
8	9	10 CJCB 12:15 pm	11 Ed and Rec 5:00 pm	12	13	14
15	16 Public Safety 5:00 pm	17	18 COUNTY BOARD 7:00 pm	19	20	21
22	23	24	25 Human Services 5:30 pm	26	27	28
29	30	31				

# BROWN COUNTY COMMITTEE MINUTES

- Children With Disabilities Education Board (February 17, 2026)
- Library Board (January 15 and January 20, 2026)
- Planning Commission – Transportation Subcommittee (August 12, 2025)

**To obtain a copy of Committee minutes:**

[https://www.browncountywi.gov/government/minutes\\_and\\_agendas/](https://www.browncountywi.gov/government/minutes_and_agendas/)

OR

Contact the Brown County Clerk's Department



## Brown County Children with Disabilities Education Board



**Tuesday, February 17<sup>th</sup>, 2026 @ 4:45pm**

**Location: Syble Hopp School  
755 Scheuring Rd.  
De Pere, WI 54115**

### PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD

A regular meeting was held on: February 17, 2026

Board Members Present: N. Comeau (chair), B. Fandrey, T. Hansen (virtual), H. Mathes, A. Moon, R. Ruzziconi.

Absent: C. Ciesielczyk

BCCDEB Administration Present: E. Martini, C. Mihalski, J. Alix, A. LaBine (virtual), D. Doherty

Others Present: T. Gehring, S. Miller, E. Nickolai, A. Oudenhoven, S. Remondini, J. Titera

1. Action Item: Call to Order  
**N. Comeau called the meeting to order at 4:44 PM.**
2. Public Comment: **None**
3. Action Item: Approval of Minutes from January 20<sup>th</sup>, 2026  
**Motion made by H. Mathes, seconded by B. Fandrey, for the Board to approve the minutes of the January 20<sup>th</sup>, 2026 Monthly Board Meeting. MOTION CARRIED FORWARD UNANIMOUSLY.**
4. Action Item: Approval of February 17<sup>th</sup>, 2026 BCCDEB Meeting Agenda  
**Motion made by H. Mathes, seconded by B. Fandrey, for the Board to approve today's agenda. MOTION CARRIED FORWARD UNANIMOUSLY.**
5. Action Item: Approval of Consent Agenda
  - a) Donations
  - b) Payment of Bills
  - c) Resignations
  - d) Hires
  - e) Retirements

**Late Additions: Resignations: Jessica Stenstrom 2/10/26 (instructional aide), Alicia Wiedor 2/10/26 (instructional aide), Julie Zimmerman 2/17/26 (instructional aide), Rachel Shimek 6/5/26 (occupational therapist), Randall Swille 6/5/26 (vocational training), Kim Vandenlangenberg 6/5/26 (vocational training). Newly Hired Substitute Staff: Grace Dama and Patricia Chester.**

**Motion made by H. Mathes, seconded by Tom Hansen, for the Board to approve the consent agenda. MOTION CARRIED FORWARD UNANIMOUSLY.**
6. Capital Improvement Update
  - a. Budget

b. Drawings/Room Updates

R. Ruzziconi clarified all items on the 25-26 Capital Project Building Updates have been previously Board approved; and E. Martini stated everything listed is Board approved. E. Martini also stated all minutes were approved at the 1/28/2026 oversight committee meeting, and human services committee meeting. The full county board approved on 2/04/2026. It is projected that many of the maintenance items are asset based, we are connecting with the county to look at what is asset based.

7. Action Item: Financial Report

A Labine presented financial reports January 1 through January 31, 2026. She advised the property tax payment was received from Brown County. The 3<sup>RD</sup> of 6 payments has been received from DPI for the Special Education Aid. All expenditure and revenue are on target for January projections.

Motion made by B. Fandrey, seconded by H. Mathes, for the Board to approve the Financial Report. MOTION CARRIED FORWARD UNANIMOUSLY.

8. Discussion Item: Partnering w/ Aspiro to hire the Project Search teacher

E. Martini reported that the current Project Search teacher, provided through CESA, will retire at year-end, and CESA will discontinue the position due to district concerns over surcharges. Syble Hopp will assume the hiring and bill Aspiro for salary and benefits, resulting in no budget impact. Offering WRS will support recruitment of a qualified candidate. R. Ruzziconi noted the program partners with HSHS St. Vincent and Emplify. Districts declined to continue paying CESA's fees after CESA refused to lower them. Aspiro, the only local provider, has agreed to take over the program. The Syble Hopp-Aspiro partnership will reduce costs to districts, strengthen recruitment, and support program growth. Renning, Lewis, and Lacy reviewed the arrangement and found no statutory or regulatory concerns.

9. Action Item: Partnering w/ Aspiro to hire the Project Search teacher

Motion made by B. Fandrey, seconded by A. Moon, for the Board to approve the Partnering w/Aspiro to hire the Project Search Teacher. MOTION PASSED WITH SIX VOTES IN FAVOR, ZERO AGAINST, AND ONE ABSTENTION (R. RUZZICONI).

10. Discussion Item: Facilities Update

a. Housekeeping Update

- b. Moving to a service for all dispensers and paper products (soap, shampoo, sanitizer, toilet paper, paper toweling)

E. Martini reported positive feedback on building cleanliness since transitioning to a cleaning service, with costs comparable due to a reduced summer schedule. She is also exploring a supply service that would provide and refill dispensers (paper products, soap, sanitizer, etc.) at no cost, reducing storage needs and aligning with Hoffman's design.

11. Discussion Item: Budget Adjustment for Capital Improvements

E. Martini reviewed last year's \$1.7 million allocation for construction, noting total projections ranged from \$1.5-\$2 million. A budget adjustment may be needed depending on asset allocations and final project packaging. Hoffman's draws will span both the 2025 and 2026 budgets.

12. Discussion Item: Camp SOAR

E. Martini reported Camp Soar will not be held this summer due to construction scheduling. Construction is taking place in 2/3 of the building and water and electricity

will be turned off at various times. The environment will be too loud and restrictive. This pause will allow for a full program review to improve cost effectiveness. The program has historically operated at a loss as Syble Hopp does not receive funding for staffing for Camp Soar or transportation. R. Ruzziconi advised administration to pursue potential funding through grants and suggested starting with the Greater Green Bay Community Foundation. On the Family Taco Night (3/05/2026) local care providers will set up tables to share summer options with families.

13. Discussion Item: Time over scheduled working hours, Overtime and Attendance

E. Martini explained we did well on the first half of January mainly due to having a two week winter break which allowed students and staff to get healthy. The second half of January into February has been a struggle due to illness in the building. The numbers compared to last year are still better.

14. Discussion Item: 2026-27 Calendar

- a. Adding a floating holiday
- b. Strategy for employee absences due to burnout and/or illness
  - i. Build in more breaks
  - ii. Rigorous Cleaning for germs to help with illness
- c. Operational Alignment for policy, contract and handbooks
  - i. Teachers/Therapists
    1. Instructional days based on student calendar
    2. Holidays
    3. Vacation/Sick/Casual
    4. In-service or Pre-service Days
    5. Professional Development
    6. Work Time
    7. Flex Days
  - ii. Instructional Assistants/Paraprofessionals/Support Staff
    1. Instructional days based on student calendar
    2. Holidays
    3. Vacation/Sick/Casual
    4. In-service or Pre-service Days
    5. Professional Development

Calendar will be finalized by the Board in March; there is an upcoming working session. E. Martini proposed adding a floating holiday. There is a focus to add more teacher work time, continue with PD, and add two long weekends within the calendar to help with staff absences and staff/student illnesses. The school can maintain DPI requirements while creating two long weekends by adding five instructional minutes per day. Staff are already required to be in the building until 3:40, the dismissal bell would be at 3:05pm, instead of 3:00pm. This adjustment in days would support staff well-being and allow for building disinfection, while also reducing transportation and meal costs by eliminating two days.

15. Discussion Item: Golf Outing 2026

- a. August 7<sup>th</sup>, 2026
- b. 18 hole event
- c. 36 teams
- d. Looking for Board representation to join our planning committee

E. Martini asked if anyone from the Board would want to join the planning committee. Various ways to reach out to vendors and partners were discussed to fundraise for the

event.

16. Discussion Item: Administrators' Reports

a) Jodi Alix, Principal

J. Alix advised Enrollment: Our student currently serves 149 students. We have had some students transition to other sites that can better support their behavioral needs at this time, in collaboration with families and their home districts. In these situations, behavioral needs must take priority over academic expectations to ensure safety and overall success. These decisions are never made lightly. Transitions occur only after all available supports and interventions at Syble Hopp have been implemented and exhausted, and the full team agrees that a change in placement is in the student's best interest.

Curriculum: Our upcoming Professional Development will teach and review Ukero training. Training in UKERU teaches staff how to stay calm, prevent problems, and safely help students during difficult moments. It helps create a safer school where students feel respected and supported.

Upcoming events: We are celebrating Random Acts of Kindness week from February 16-20th.

Currently enjoying activities and focus on the Olympics, including language arts, math, science, social studies, and PT/OT opportunities.

February 26th-4-7:30-Parent/teacher conferences

February 27th-PD-All staff

March 5: Walking Taco Family Dinner with book fair, art walk, balloon twisting, bake sale and info fair from summer providers

b) Caroline Mihalski, Director of Student Services

Caroline thanked Emilee Witt and Spring Manders for presenting to the staff things learned from the Closing the Gap conference. They presented especially on access and facilitated communication. As part of the New Teacher Induction grant, our new special education teachers have been able to have professional learning days as well as observation/coaching from Jessica Cappart. Caroline advised she is continuing to attend IEP meetings and is impressed with our teachers and therapists in their great work with students and families. Lattes with Leaders is a great way to engage and learn from families. Thank you for your support of the Speech and Language Assistant position. Here are all the ways the position has been helpful:

- On a weekly basis the SLPA day is split up assisting two therapists a day, one in the morning and one in the afternoon. The SLPA assistant helps support their therapy minutes by seeing students so the therapists can do all other parts of their positions to support students.
- We have 76 students in our building who use devices to facilitate and support communication. The Speech and Language Assistant updates and backup student devices
- Helping students with trialing a device.
- Training, supporting and coaching staff on student devices.
- Make visuals for students and classrooms to assist in communication, regulation, and functional skills.
- Adding vocabulary to student devices throughout the year.

- Creating speech materials for students to work on their individual speech objectives
- Helping staff with Symbolstix
- Assisting classroom staff with broken devices/devices not working- so the student has a replacement voice for the day at school
- Assisting classroom staff in implementing communication visuals/modeling/first-then for increased communication

Lastly, we are beginning the process with the 7 Brown County districts in looking ahead to next year and scheduling one on one meetings with each of the directors for each of them to share their list of students they are requesting to be considered for next year. As you know the intake process will be a bit more robust, including one of the steps to be a thorough review of student IEPs and those steps will go further into spring. We are still very much in the midst of supporting the students we have now.

c) Erin Martini, Administrator

**Updates provided by E. Martini at each discussion point.**

17. Executive Session: Move to Executive Session to speak about a specific employee's licensing, personnel history and performance data; Move into Executive Session to speak about the investment of a specific program and funding source that is competitive and not public at this time and involves a contract or MOU with a third party.

**Motion made by H. Mathes, seconded by B. Fandrey, for the Board to approve moving to Executive Session. MOTION CARRIED FORWARD UNANIMOUSLY AT 6:13 PM.**

ii. consider dismissal, demotion, licensing, or discipline of any Board employee or person licensed by the Board, or the investigation of charges against such person, and the taking of formal action on any such matter, provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken; (19.85(1)(b))

vi. Consider financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations (1985 [1,f]).

i. consider the employment, promotion, compensation, or performance evaluation data of any employee; (19.85[1, c])

ii. deliberate or negotiate the purchase of public properties, the investment of CDEB funds, or the conduct of other Board business whenever competitive or bargaining reasons require a closed session; (19.85[(1, e)])

**Motion made by B. Fandrey, seconded by a. Moon, for the Board to approve moving out of executive session. MOTION CARRIED FORWARD UNANIMOUSLY.**

18. Adjournment

**Motion made by B. Fandrey, seconded by H. Mathes, for the February 17, 2026 BCCDE Board meeting to be adjourned. MOTION CARRIED FORWARD UNANIMOUSLY AT 6:30 PM.**

Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 2:00 p.m. on the date of the meeting so arrangements

can be made.

**Next Regularly Scheduled BCCDEB Meeting:**

February 24<sup>th</sup> Board Working Session @ 4:15pm

March 20<sup>th</sup> Monthly BCCDEB Meeting @4:45pm

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD OF TRUSTEES

A regular meeting of the Brown County Library Board was held on **January 15, 2026**, at **5:15 p.m.**  
Central Library, 515 Pine Street, Green Bay, WI 54301

**PRESENT:** JAYME SELLEN, BRIAN ANDERSON, ANNETTE AUBINGER, RICK CROSSON, KIM SCHANOCK, and JOHN VAN DYCK. WENDY WOODWARD, MARISSA MELI, and KATHY PLETCHER attended online.

**EXCUSED:**

**ALSO PRESENT:** Sarah Sugden, Sue Lagerman, and Curt Beyler (Administration). Sandy Kallunki, Eric Kuzma, and Danielle Zeamer (BC Library staff) and BC Supervisor Jim Pyle (District 26).

**CALL TO ORDER** Personnel Officer Pletcher called the meeting to order at 5:17 p.m.

1. **APPROVE/MODIFY AGENDA AND MINUTES** Anderson proposed striking agenda #8 from the agenda. **Motion** by Anderson, seconded by Schanock, to approve the modified agenda and the December minutes. **Motion carried.**
2. **COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC** None.
3. **PRESENTATION BY KATIE GUZEK, YOUTH SERVICES MANAGER** Katie Guzek introduced herself – she directly manages Central Youth Services and oversees Youth Services system-wide. Youth Services are defined as serving ages 0-18, and their caregivers, educators, parents, and families. System-wide staff includes one full-time Youth Services Manager, six full-time Youth Services Librarians, one 25-hour Youth Services Librarian, one full-time Associate, and five Associates at branches (Southwest, Pulaski, and Wrightstown). Denmark storytime and youth programming is supported by the East Youth Services Librarian.

Guzek explained that Youth Services helps lay the foundation for lifelong learning. Library services and resources support children and caregivers to nurture brain development, school and reading readiness, learning to read, and reading for fun. This helps to build a foundation of brain wiring, skills, habits, and overall attitude and feelings about reading for the rest of their lives.

She described tailored programming for babies, children, and teens, resources for educators, and gave an overview of the collections offered.

Guzek shared the importance of outreach and partnerships and the value of events where staff can reach families and new audiences to share resources and promote the library. Partnerships with Brown County include:

- Syble Hopp School weekly storytimes & seedling planting for the Children's Edible Garden
- Storywalk at Barkhausen
- Storytimes with Brown County Health on safety topics for children.
- Brown County 4-H, Neville Museum and NEW Zoo present and partner on programming for children and teens
- Library Morning at the Brown County Fair
- UW-Extension Master Gardeners in the Edible Garden

An overview of the Youth Services Strategic Plan was given. The plan's focus areas include operations, resources, programming, spaces, outreach, and partnerships. The plan has been a useful roadmap for staff and keeps them focused on their priorities.

The library is also a certified Family Place Library. The qualifying components of a Family Place Library include trained staff, parent/child workshop; parenting collection, specially designed spaces - those intentionally designed to promote early literacy skills, collaborations and partnerships, programs for babies and toddlers, and outreach.

Reading for the Future is a partnership with Achieve Brown County and several community organizations. In Brown County, only 54% of third graders are reading at grade level by third grade. This is a time when students transition from learning to read, to reading to learn. Reading at grade level is one of the strongest predictors of later success. Studies have found that students who do not read at grade level by third grade are four times more likely to drop out of high school than their proficient peers.

Reading for the Future projects include the Reading Begins at Birth Team whose aim is to ensure all parents and at

home caregivers of children age 0-4 in Brown County are confident building early literacy by reading, singing, talking, playing and writing with their children, an Early Literacy Data Dashboard, the buildout of asset map of early literacy resources, and expansion of Reach Out and Read, building Literacy Environments, and an awareness campaign.

Crosson commented that Guzek is "Passion in Action." Sugden expressed appreciation for Guzek's work within the library and in the community.

#### **4. ANNUAL ELECTION OF OFFICERS**

- A. President** Sellen called for nominations for President. Anderson Nominated Sellen who accepted the nomination. Additional nominations were called for three times. No other nominations were brought to the floor. **Motion** by Anderson, seconded by Schanock, to close the floor and cast a unanimous ballot in favor of Sellen as President. **Motion carried unanimously.**
- B. Vice President** Sellen called for nominations for Vice President. Pletcher nominated Woodward who accepted the nomination. Additional nominations were called for three times. No other nominations were brought to the floor. **Motion** by Anderson, seconded by Schanock, to close the floor and cast a unanimous ballot in favor of Woodward as Vice President. **Motion carried unanimously.**
- C. Personnel Officer/Secretary** Sellen called for nominations for Personnel Officer/Secretary. Anderson nominated Pletcher who accepted the nomination. Additional nominations were called for three times. No other nominations were brought to the floor. Motion by Anderson, seconded by Woodward, to close the floor and cast a unanimous ballot in favor of Pletcher as Personnel Officer/Secretary. **Motion carried unanimously.**
- D. Facilities Officer/Treasurer** Sellen called for nominations for Facilities Officer/Treasurer. Anderson nominated Aubinger who accepted the nomination. Additional nominations were called for three times. No other nominations were brought to the floor. Motion by Anderson, seconded by Woodward, to close the floor and cast a unanimous ballot in favor of Aubinger as Facilities Officer/Treasurer. **Motion carried unanimously.**

#### **5. UPDATE ON DELIVERY OF PUBLIC LIBRARY SERVICE TO RURAL COMMUNITIES IN BROWN COUNTY**

The committee met on December 12. On behalf of the committee, Schanock reported the following:

- A. New Pulaski Branch Update** The plan is being worked on.
- B. Denmark Branch Update** Everything is going well. The project had front page coverage in the January 7 edition of The Denmark News. The article was about "looking ahead in 2026" and they reprinted the article on the groundbreaking as a "looking back" story. Jacob Heiser, reporter for The Denmark News, will be working on an update on construction and he is going to do a story on Jeanette & Paul Dufeck who have donated \$30,000 to sponsor the Community Meeting Room. The Dufeck Wood Products company has been in business for over 100 years.
- C. Wrightstown Branch Update** Travis Coenen, Village Administrator, attended the meeting and is interested in being part of the conversation.
- D. Bookmobile Update** A deeper dive on the Bookmobile will take place next month.

#### **6. CENTRAL/ADRC/JOB CENTER (THIRD ON THE SQUARE) WORKING GROUP UPDATE** Sugden reported that work continues on the confirmation of long-term parking solutions.

#### **7. DISCUSSION AND POSSIBLE ACTION REGARDING ASHWAUBENON BRANCH BUILDOUT CHANGE ORDER REQUEST – PCA 0001** Beyler explained the reasonable and necessary change order for six additional fire extinguishers and cabinets, and four additional copper refrigerant lines in the amount of \$13,197.56. **Motion** by Van Dyck, seconded by Anderson, to approve the buildout change order PCI 0001 in the amount of \$13,197.56.

#### **8. DISCUSSION AND APPROVAL OF LIBRARY BUSINESS**

- A. Finance** Sugden expects to have year-end numbers by month-end. She is not anticipating a large carryover. Sugden complimented Rachel Irish and Jodi Angeli on handling all the year-end deposits and other tasks. A capital project update will be presented next month. Van Dyck asked for a future agenda, an audit of cash and where it comes from and using a courier to pick up. A cash handling process review will be added to next

month's agenda.

**B. Facilities Update** Beyler reported the following:

- i. **Central HVAC Project** The HVAC is complete and functioning. A few lingering items are being addressed.
- ii. **Ashwaubenon Project** Recent photos were shared.
- iii. **Denmark Project** Recent photos were shared. September 15 is the substantial completion date.

**C. Personnel & Public Services Update** On behalf of Morales, Lagerman reported the following:

**Personnel**

Retirement: Mike Green's retirement date was adjusted to 1/14/2026. His sendoff included a golden hammer and recognition by the County Executive.

Resignation: Jenn Koetz, Bookmobile Manager, effective 1/30/2026, after 18 years with BCL and around 8 years as full time Bookmobile personnel.

**Hiring**

- Victoria Williams – Library Service Associate at Ashwaubenon Branch
- Reviewing applications for East/Denmark Manager, interviews will take place in two weeks
- Reviewing applications for Central LTE Associate to help with Saturdays
- Recruiting for two clerk positions—one each at Weyers-Hilliard and Kress

**Public Services**

- Radon kits have arrived as part of the grant partnership with BC Public Health—catalogued and ready for circulation across the County
- Library programs:
  - Brown County Seed Library events at Central led by Seed Library partners
  - Valentines for Veterans at the East Branch in partnership with the Wisconsin Department of Veterans Affairs
  - Jane Austen's 250th birthday celebration is taking place Saturday, January 17
  - Wills, Estates, and Trusts Basics with a local attorney took place this week at the East Branch.

The City of Green Bay's Conservation Corps and We All Rise African American Resource Center are hosting the third annual Martin Luther King Jr. Day Celebration on Monday, January 19, 2026, at the Brown County Library Central Library (2:30-5p). It features small group discussions, activities, service projects, community resources, and a Kid Zone.

**Safety updates**

Staff have noticed that Central seating fills up any time the Micah Center is closed.

**Brief from Full Report on Saturdays at Central**

- Saturdays are different
- No Food Policy has been very helpful
- Limit on personal belongings has been very helpful
- No Beverage Policy is limiting water and coffee in the building; alcohol violations are still occurring
- Seats fill when we open and we stay at capacity all day. People want to be here all day because they have nowhere else to go, hanging out to charge their devices.
- Staff time is spent managing where people are sitting (people sit on the floor and sit on the heating grate) and constantly enforcing rules.
- Changes to Saturday schedule—redoing the Saturday schedule to accommodate a community issue

- Scheduled an extra person for the second half of the day (noon to 4); this helps with lunch coverage and provides additional behavior management/response to violations of library behavior policy
- LTE addition will provide further help
- Saturday staff are on desk all day—having additional coverage allows people to recharge, take a mental break, or step away to do other library project work.

During the week, there are other options for people that don't exist on Saturday. Library staff are all enforcing at equal levels. Staff are striving to meet expectations. Sugden credits them for their work in holding people accountable. Documentation takes time, and work is being done to improve the efficiency of reporting. Anderson commented that the library can't serve its mission due to the disruption on Saturday. Van Dyck asked about bringing in authority/security to walk the floor, address issues, and relieve staff. He cautions against closing on Saturdays when the plan is to expand. There is money set aside (loss revenue) at the county level that could fund security. The Sheriff will not place a deputy in the library. Perhaps NWTC is an option. Woodward supports investing funds into security, so the policing doesn't fall on library staff.

Schanock asked what will happen this and following Saturdays? Can a security guard be hired by Saturday? We need to do something to support staff. Crosson feels security is reactive and not proactive, and the Board should consider restricted access. Woodward suggested to close this Saturday for security reasons – open the next Saturday with security. A day is too quick a turnaround to shut down. From a Board perspective, it is strongly encouraged to enlist some type of security very soon. The topic of investing money in security and informing will be an agenda item next month.

Kallunki explained the difficulty of tracking low level offenses. Staff have been compiling them, and offenders will need to be told they are not allowed for 2 weeks. Staff could back up a trained security person. Everyone is upset because there aren't places to sit. Study Stations were implemented this week – their purpose is to give more seating but have turnover (reservable for 2 hours). Supervisor Pyle offered to come in on Saturday to observe.

Pletcher commented that we need to make a statement. Van Dyck appreciates the work done by the Board to address the situation but is not sure if there is a choice to be made. The Board may have to be reactive and then work on a solution. Spending so much time on trying to control behavior. We need to get tough or we'll continue to be enablers.

Schanock asked if a meeting should take place before February. Sugden will provide updates in the interim. An assertive timeline is needed. Anderson reinforced immediate action. Need to figure something out ASAP. Van Dyck will follow up with Finance about funds.

**D. Community Engagement Update** Lagerman reported the following:

The Central Library hosted NEWI (Northeast Wisconsin Continuing Education Partnership) Youth Services Summer Programming Workshop on January 8. It featured keynote speakers on Building Community Based Summers which informed on defining the library's purpose and knowing what we can do for our communities as well as letting go of tradition and re-envisioning summer services and programs. Other breakout sessions covered music and motion in storytime; and book talking. Five Youth Services staff attended and Lagerman did as well as she was on the planning committee along with Winnefox Library System, Manitowoc/Calumet Library System, and the Outagamie Waupaca Library system. Information from the workshop is being shared with library staff.

A status report on the naming rights for the Pamperin Family Branch Library was shared.

In partnership with Brown County Health, a news conference is scheduled for next Tuesday, January 20 at 10:00 am at the Central Library to announce the availability of radon home test kits for check out from the library. The County Executive will speak at the event.

- 9. LIBRARY DIRECTOR'S REPORT** Sugden shared that NFLS is looking to consolidate with OWLS. The systems are working with a consultant from WiLS through August. Conversations will be forthcoming about BCL's resource library role. A merger is about a two-year process. This merger requires the approval of all county boards. Van Dyck asked what kind of influence the library has. Sugden has confidence in Tracy Vreeke's leadership. Van Dyck supports it as he feels it is long overdue. Pletcher appreciates Van Dyck's position – there is a lot of redundancy. Pletcher

commented that Vreeke has a lot of integrity and compliments the relationship she and Sugden have built.

The partnership with NWTC is growing. Together, an orientation for displaced workers was held. This is part of the Rapid Response efforts of Bay Area Workforce Development. The library is partnering with NWTC and UWGB on a merger of the library's PopCon®. It will become MegaCon and be held on 4/3/2027 at NWTC.

Sugden is working with County Finance and Human resources on moving forward the specialty pay as discussed earlier.

Sugden shared a slideshow of 2025: A Year in Review. The multitude of photos were reflective of the library's mission and values.

**10. PRESIDENT'S REPORT** Thank you for another year of presidency.

**11. OTHER BUSINESS** Aubinger complimented the top ten books checked out at the library article in the GBPG. Anderson's daughter read two books during the duration of the meeting.

**12. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW**

**13. ADJOURNMENT Motion** by Van Dyck, seconded by Anderson, to adjourn the meeting at 7:43p.m. **Motion carried.**

NEXT REGULAR MEETING:

**February 19, 2026 | 5:15 pm | Central Library**

Respectfully submitted,  
Sue Lagerman | Recording Secretary

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD OF TRUSTEES

A special meeting of the Brown County Library Board was held on **January 20, 2026**, at **5:15 p.m.**  
Central Library, 515 Pine Street, Green Bay, WI 54301

**PRESENT:** WENDY WOODWARD, ANNETTE AUBINGER, RICK CROSSON, KIM SCHANOCK, and JOHN VAN DYCK.  
MARISSA MELI, BRIAN ANDERSON and KATHY PLETCHER attended online.

**EXCUSED:** JAYME SELLEN

**ALSO PRESENT:** Sarah Sugden, Sue Lagerman, and Curt Beyler (Administration). Amy Staniforth and Devon Christianson (Aging and Disability Center of Brown County), Eric Kuzma, Gillian Dawson, Danielle Zeamer, and Leal Liebergen (Library staff), and Eric Morris (WLUK-FOX 11).

**CALL TO ORDER** Vice President Woodward called the meeting to order at 5:15 p.m.

1. **APPROVE/MODIFY AGENDA Motion** by Van Dyck, seconded by Schanock, to approve the agenda. **Motion carried.**
2. **COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC** None.
3. **DISCUSSION AND POSSIBLE ACTION REGARDING CENTRAL LIBRARY SATURDAY OPERATIONS AND SECURITY** Sugden is bringing forward two considerations recommended by staff: 1) modification of hours on Saturdays from 9:00 am-4:00 pm to 10:00 am-4:00 pm to align with other locations. This would also give staff time to complete tasks that are difficult to accomplish when the library is open, and 2) restoration of some services that were discontinued under previous leadership in 2017 – particularly, contracted services.

The extra support would be very beneficial. It is recommended that this service be implemented for the duration of spring into summer on one day a week - Saturday. This period would act as a trial to evaluate if the library's needs are met. If the library wanted to continue with contracted services, there would be time to budget for them. Van Dyck clarified that we are specifically discussing security on Saturdays. The Sheriff's department won't post a deputy in the building, but the library could make a request for internal, off-duty already deputized personnel. This is an option to pursue before an outside firm is contracted.

Woodward commented that she is passionate about ensuring the library stays open to serve the community and that patrons are safe and library visitors follow the rules. Adding extra support is the answer in her opinion. Research conducted on other libraries' responses include a range - from hiring a social worker (direct connection to social services), building in police rotation, or hiring specific people whose job is to ensure everyone is following the rules. She asked if the recommendation is for rule enforcement on Saturdays, why would it be a trial. Sugden replied that approaching it as a trial is that it has been a while since the library had this service. It gives an opportunity to test expectations because a different solution may be determined as being better. She wants to leave space for reflection. The timeline would be immediately through Memorial Day weekend. Sugden has already been communicating with some companies. Schanock would like to see this hiring done thoughtfully, which may not mean by Saturday, and feels like some time would be needed to consider costs and option of different vendors. Depending on the time it may take to make a decision, she wondered if reducing Saturday hours would be an option until a solution is put in place. Sugden is hoping to have quotes collected and vetted by the end of the week.

In the interim, the library is recommending opening the Central Library at 10 am and would not, at this time, look for other modifications to hours because of scheduled programming. Van Dyck suggested that off duty, retired sheriff folks might be an option and could speed up the process as they are already vetted. Crossen is interested what the directive would be in contract – what are their right and left limits. He would like to see a definition of security, and the scope of responsibilities spelled out. Sugden described that their rounds would include both the inside and exterior of the library and grounds, supporting staff in particular instances, ensuring appropriate behavior in library, other tasks including enforcing policies and procedures and having a clear understanding of who does what. Woodward thinks enforcing is the right way to proceed as everyone is welcome, but behaviors are not. Loss revenue funds set aside for safety and security purposes are at the Library Board's disposal and can fund this service. Schanock asked which administrator would supervise. After discussion, it was suggested that the contracted person report to the Central Manager who is close to the front lines.

Anderson noted that he was prepared to recommend closing the library on Saturdays until a solution is in place. He asked what operational and staffing changes, that are different from the status quo, will be made until these services are in place. Sugden replied it is impossible to predict the behavior of individuals. The library is very busy on

Saturdays, and the library wants to maintain services and resources for those who use the library in good faith. Until this plan can be implemented, staff will continue to do what they're doing to manage spaces and people. Meli was prepared to support Anderson's recommendation.

Aubinger noted she was here for two hours on Saturday, and staff handled things very well. The introduction of the Study Stations was well received. Patrons followed the rules for them and understood their policy. Computer reservations assist in keeping a smooth flow for operations. She further commented that staff were outstanding - very friendly and accommodating. She doesn't support seeing the library closed on Saturdays.

Woodward is not comfortable with no changes. She thinks the library owes it to all patrons and staff to have this resource in place. She commented that other resources are open on Saturday. A local church is opening on Sundays as well. Meli was under the impression that nothing else was open on the weekend. Van Dyck asked about the activity last Saturday. Sugden replied it was little quieter but nothing dramatically different. There is always a manager on duty at the building.

Pletcher wants to support Van Dyck's suggestion to work with the sheriff's department as it could be a wonderful presence. It would also create a relationship with the Sheriff, and they may have suggestions for changes to support improvements. It was agreed that if the library was going to be open on Saturday, security would have to be provided. Van Dyck would expect or anticipate that we could get security-based service by Saturday. He was not in favor of closing, especially since nothing has really changed. Doesn't seem like there were more issues last weekend that would precipitate reactionary measure. Woodward felt there was a sense of urgency based on the Board's last meeting.

Crosson asked if there is a high risk and if an assessment has been done. He thinks the Board needs that information to help Sugden make a determination on closing. He understands the need and desire to be inclusive. He questioned overcrowding, who monitors headcount, and if anyone determines how long someone can stay. He mentioned controlled access as a possibility and thinks different options should be explored. If the Board does nothing, there is still a risk that exists that isn't accounted for.

**Motion** by Van Dyck, seconded by Schanock, to approve modifying the hours of operation for Central Library on Saturdays from 9:00 am-4:00 pm to 10:00 am-4:00 pm. **Motion carried. Opposed:** Meli and Anderson.

Schanock commented that the library had closed in the spring for the HVAC project and that worked well. The onus for enforcement was put on the Board and that was done. Anderson noted that a significant amount of work has been done by Schanock and Pletcher. Rules exist for everyone. Overcrowding issues exist on Saturdays and that creates a stressful work environment. Schanock firmly backs up that security is in place by Saturday. Van Dyck asked Crossen if he would be comfortable with staff making determination on risk. It provides an opportunity for staff to make a subjective decision. Meli doesn't support staff making the judgement on closing or not.

**Motion** by Crosson, seconded by Schanock, to direct the Executive Director to conduct a risk assessment to determine low, medium and high risks, before taking action for this Saturday. If risks are high, the library will close on Saturdays until proper security is hired. **Motion carried. Opposed:** Woodward. **Abstained:** Meli.

Schanock commented that many want security in place for Saturday. She asked if a firm can be hired, who will direct this hire, and how quickly they can be onboarded. It reflects on everyone. Anderson agreed with Schanock. He stated that he believes the risk is high and feels strongly that the library closes on Saturdays if security is not in place.

**Motion** by Anderson, seconded by Schanock, to authorize staff to engage outside service to provide additional security as soon as practicable to the Central Library as presented. Aubinger asked what staff thinks about being open on Saturdays. Staff wants the library open. **Motion carried.**

Woodward and Meli agreed with Anderson about high risks. Meli supports closing until security is in place.

Sugden will notify the Board with progress updates.

#### **4. OTHER BUSINESS**

#### **5. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW**

**6. ADJOURNMENT** **Motion** by Van Dyck, seconded by Crosson, to adjourn the meeting at 6:19 p.m. **Motion carried.**

NEXT REGULAR MEETING:

**February 19, 2026 | 5:15 pm | Central Library**

Respectfully submitted,  
Sue Lagerman | Recording Secretary

**Minutes**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**TRANSPORTATION SUBCOMMITTEE**  
**Tuesday, August 12, 2025**  
**Green Bay Metro Transportation Center**  
**901 University Avenue**  
**Green Bay, WI 54302**  
**3:30 pm**

**ROLL CALL**

***(Voting)***

Heena Bhatt (Bay-Lake RPC)	<u>x</u>	Troy Parr (Oneida Nation)	<u>x</u>
James Brunette (Green Bay)	<u>x</u>	Marty Piette (Airport)	<u>Exc</u>
Geoff Farr (Howard)	<u>x</u>	Eric Rakers (De Pere)*	<u>x</u>
Sean Gehin (Allouez)*	<u>x</u>	Brian Rickert (Ashwaubenon)	<u>x</u>
Chris Hardy (Brown County)	<u>x</u>	Andy Smits (Suamico)	<u>x</u>
Patty Kiewiz (Green Bay Metro)	<u>x</u>	Teal Spellman (Bellevue)	<u>x</u>
Jerry Lancelle (Hobart)	<u>      </u>	Nick Weber (WisDOT)	<u>x</u>

***(Non-voting)***

Jason Nordberg (FHWA-Madison)	<u>      </u>
Sydney Turner, (WisDOT-Madison)	<u>      </u>
Anthony Greep (FTA Region 5)	<u>      </u>

**Others Present:** Lisa Conard, Chase Kuffel for Eric Rakers, Jim March for Sean Gehin, Mason Shea, Kyle Skenandore for Troy Parr, and Dan Teaters.

**ORDER OF BUSINESS**

Introductions were made.

1. Green Bay MPO staffing update.

L. Conard provided an update, noting that since the subcommittee last met, there have been a number of staff changes:

Karl Mueller, Senior Transportation Plan, resigned in October to take a position in his hometown. The job has been posted with no offers made.

Cole Runge, Planning Director/MPO Director retired in April.

Dan Teaters has been hired as the Planning Director/MPO Director and started in April.

Mason Shea, Transportation/GIS Planner I, started in June.

2. Approval of the September 16, 2024, Transportation Subcommittee meeting minutes.

A motion was made by P. Kiewiz, seconded by N. Weber to approve the minutes of the September 16, 2024, Transportation Subcommittee meeting. Motion carried.

3. Discussion regarding the *Green Bay MPO 2055 Long Range Transportation Plan Update*.

L. Conard provided an overview via PowerPoint.

L. Conard noted that the Infrastructure Investment and Jobs Act (IIJA) Bipartisan Infrastructure Law (BIL) requires the development of a Long-Range Transportation Plan (LRTP) in areas of 50,000+ population.

The long-range transportation plan is a guiding document that establishes a vision for the future of the Green Bay Metropolitan Planning Area's (MPA) transportation system.

L. Conard noted that the plan must be updated every five years. It was last updated in October of 2025.

The BIL continues to require that the 10 planning factors be considered as part of the transportation planning process. In general, the planning factors address safety, security, accessibility, connectivity, system resiliency, system reliability, environmental protections, and enhancement of the economy.

### **Federal Planning Factors**

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

From the planning factors and the specific federally mandated performance measures, the MPO staff has identified 19 plan goals, and to the greatest extent possible, quantifiable objectives.

L. Conard noted that this plan places a greater emphasis on the relationship between transportation and housing. The draft update includes a specific goal, objectives and implementation strategies along with enhanced housing related data and mapping.

L. Conard provided a table which shows percent of annual income spent on housing including the split between renter and owner occupied. There are 110,000 units in Brown County; 65% owner occupied; 35% renter occupied. The number of families that rent units goes up the lower the income.

**Brown County**  
**Annual Household Income & Percent of Income for Housing by Income Range & Percent**  
**American Community Survey/US Census Bureau Data Set**  
**2023 (Five-Year Average)**

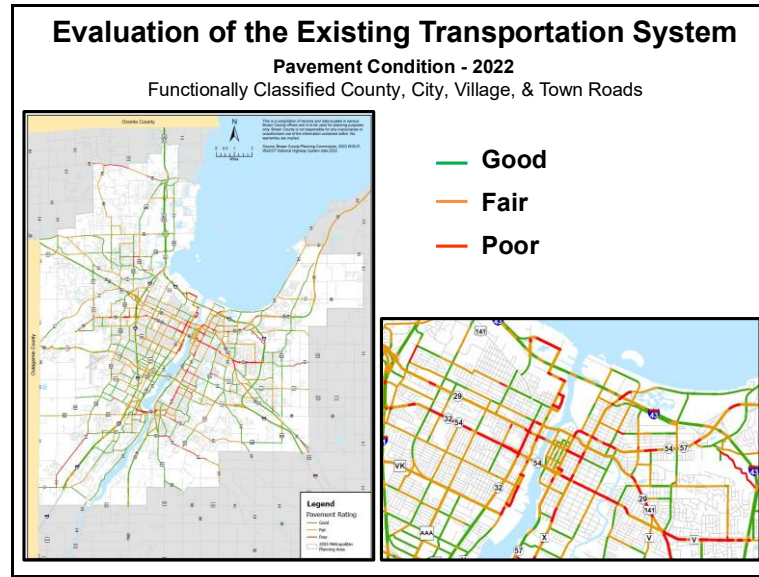
Household Income/ Percent of Housing Costs	Number Occupied Housing Units	Percent Occupied Housing Units	Number Owner- Occupied Housing Units	Percent Owner- Occupied Housing Units	Number Renter- Occupied Housing Units	Percent Renter- Occupied Housing Units
<b>Overall Totals:</b>	<b>110,248</b>	<b>100%</b>	<b>71,240</b>	<b>64.6%</b>	<b>39,008</b>	<b>35.4%</b>
<b>Less than \$20,000</b>	<b>8,882</b>	<b>8.1%</b>	<b>2,578</b>	<b>3.6%</b>	<b>6,304</b>	<b>16.2%</b>
Less than 20 percent	82	0.1%	37	0.1%	45	0.1%
0 to 29 percent	627	0.6%	187	0.3%	440	1.1%
30 percent or more	8,173	7.4%	2,354	3.3%	5,819	14.9%
<b>\$20,000 to \$34,999</b>	<b>11,123</b>	<b>10.1%</b>	<b>4,597</b>	<b>6.5%</b>	<b>6,526</b>	<b>16.7%</b>
Less than 20 percent	864	0.8%	668	0.9%	196	0.5%
0 to 29 percent	2,058	1.9%	1,187	1.7%	871	2.2%
30 percent or more	8,201	7.4%	2,742	3.8%	5,459	14.0%
<b>\$35,000 to \$49,999</b>	<b>12,181</b>	<b>11.0%</b>	<b>5,756</b>	<b>8.1%</b>	<b>6,425</b>	<b>16.5%</b>
Less than 20 percent	3,033	2.8%	2,262	3.2%	771	2.0%
0 to 29 percent	4,239	3.8%	1,328	1.9%	2,911	7.5%
30 percent or more	4,909	4.5%	2,166	3.0%	2,743	7.0%
<b>\$50,000 to \$74,999</b>	<b>19,433</b>	<b>17.6%</b>	<b>11,996</b>	<b>16.8%</b>	<b>7,437</b>	<b>19.1%</b>
Less than 20 percent	9,199	8.3%	6,083	8.5%	3,116	8.0%
0 to 29 percent	6,983	6.3%	3,545	5.0%	3,438	8.8%
30 percent or more	3,251	2.9%	2,368	3.3%	883	2.3%
<b>\$75,000 or more</b>	<b>56,614</b>	<b>51.4%</b>	<b>45,978</b>	<b>64.5%</b>	<b>10,636</b>	<b>27.3%</b>
Less than 20 percent	46,900	42.5%	37,583	52.8%	9,317	23.9%
0 to 29 percent	8,347	7.6%	7,130	10.0%	1,217	3.1%
30 percent or more	1,367	1.2%	1,265	1.8%	102	0.3%
<b>Other</b>	<b>2,015</b>	<b>1.8%</b>	<b>335</b>	<b>0.5%</b>	<b>1,680</b>	<b>4.3%</b>

L. Conard provided a review of Chapter 3 - Existing Transportation System.

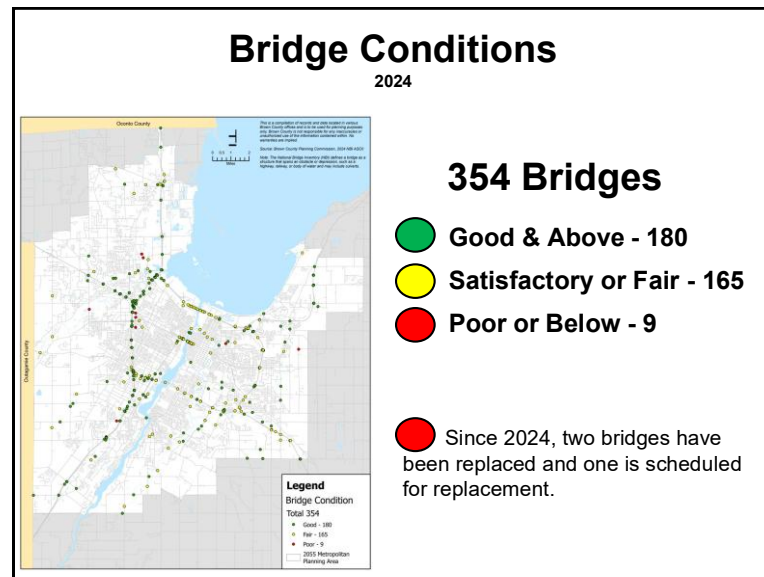
This chapter provides an overview of existing facilities such functionally classified roads, bike & ped systems, public transit services, truck routes, air traffic and port volumes. This slide details the pavement condition of the functionally classified County, City, Village, & Town roads.

L. Conard provided a few examples:

Pavement condition of urban functionally classified roads.



Bridge conditions within the MPA



L. Conard provided a review of Chapter 4 – Future Transportation System

MPO staff compiled a future land use map by examining each metropolitan area community's adopted comprehensive plan. The identified significant road/highway improvement projects were added to the as input to the traffic model.

- I-41 Expansion - De Pere to Grand Chute
- South Connector
- Mason Street Bridge
- Eastern Arterial - STH 29 to CTH R
- American Boulevard
- Webster Avenue – possible three lane configuration s/o STH 172.

L. Conard noted that after adding the committed and planned projects to the traffic model, the outputs suggested that nearly all of the Metropolitan Planning Area's street

and highway system will be able to handle the traffic projected for 2055. However, the model also indicated that some deficiencies (congestion) may still exist on a handful of streets in the area.

- East Mason
- Portions of STH 172, including at the CTH GV Interchange
- I-41 and Oneida Street
- Claude Allouez Bridge
- Webster, should it be rebuilt to three lanes

L. Conard noted other aspects of the plan including emerging technologies, equity analyzes, and fiscal constraint.

L. Conard described the public outreach and approval process for the plan.

A motion was made by P. Kiewiz, seconded by G. Farr to forward the plan as written for public review and approval by the BCPC Board of Directors, pending public comment. Motion carried.

4. Update regarding the Adjusted UAB and the Metropolitan Planning Area (MPA) boundary.

L. Conard noted that the Adjusted UAB and the Metropolitan Planning Area boundary were approved by FHWA and WisDOT, respectively, as recommended by the Transportation Subcommittee and Brown County Planning Commission Board of Directors.

5. Update regarding the Green Bay MPO's urbanized area functional classification system.

L. Conard provided an overview, noting that MPO staff has been working with subcommittee members to identify possible additions to the system.

L. Conard noted that MPO staff and WisDOT staff have reached concurrence on a system.

Several additions have been proposed including:

- Woodman Drive – Duck Creek Parkway to Memorial Dr - collector
- Western Avenue from Oneida St to Military Av - collector
- Sand Acres Drive from W. Main Av to Grant St - collector

Discussion occurred regarding roads that were evaluated for inclusion but did not meet the thresholds for inclusion.

A motion was made by B. Rickert, seconded by T. Spellman, to recommend approval of the system to the Brown County Planning Commission Board of Directors. Motion carried.

L. Conard noted that upon approval from the BCPC Board of Directors, the information will be provided to the FHWA for final approval.

L. Conard noted that the next update will occur shortly after the next decennial census although the subcommittee members can request an update at any time.

For streets that did not meet the thresholds for inclusion, the MPO staff maintains a list of streets that will be reviewed during the next update process.

6. Update regarding local programs including the 2026-2031 Surface Transportation Block Grant (STBG), 2026-2030 Transportation Alternatives Program (TAP) funding cycles and the status of the Carbon Reduction Program (CRP).

L. Conard noted that WisDOT has issued a request for applications for the STBG and TAP programs with applications due to WisDOT on August 29.

L. Conard noted that the estimated allocation for the current STBG program is \$5,136,580 per year through FFY 2029 and the estimated allocation for the current TAP program is \$713,040 per year through FFY 2028. Two new years will be added to each cycle. Therefore, funding availability will be for FFY 2030 and 2031 for STBG and 2029 and 2030 for TAP. The estimated allocation will be made available in the fall.

WisDOT has indicated that it is not known if and/or when the solicitation for the next CRP cycle will be held.

7. Any other matters.

None.

8. Adjourn.

The meeting adjourned at 4:00 p.m.