

**BOARD OF SUPERVISORS**

*Brown County*



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**PLAN. DEV. & TRANS. COMMITTEE**

**PLANNING, DEVELOPMENT & TRANSPORTATION**  
**COMMITTEE**  
**TUESDAY, APRIL 23, 2024**  
**Approx. 5:45 PM – To follow Land Con.**  
**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. Election of Chair.
- IV. Election of Vice Chair.
- V. Approve/Modify Minutes of March 26, 2024.

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

**Consent Agenda**

- 1. Housing Authority minutes of February 19, 2024.
- 2. Planning Commission Board of Directors minutes of February 7, 2024.
- 3. Solid Waste Board minutes of February 26, 2024.
- 4. Acknowledging the bills.

**Extension**

- 5. Budget Adjustment Request (24-031): Reallocation between two or more departments, regardless of amount.
- 6. Director's Report.

**Airport**

- 7. Director's Report.

**Facilities**

- 8. Director's Report.

**Planning and Land Services**

- 9. Director's Report.

**Highway**

10. Interim Highway Commissioner's Report.

**Communications**

11. 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. *Referred back from last month.*
12. Communication from Supervisor Dantine re: Check the speed limit on County PP around the golf course and subdivisions. *Referred from April County Board.*

**Port & Resource Recovery; Register of Deeds** – No agenda items.

**Other**

13. Such other matters as authorized by law.
14. Adjourn.

**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.**

**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Planning, Development & Transportation Committee was held on Tuesday, March 26, 2024 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI.

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**Present:** Chairman Norb Dantine, Vice-Chair Ray Suennen, Supervisor Salvador Sierra, Supervisor Tom Friberg, Supervisor Kevin Gannon  
**Also Present:** Extension Director Judy Knudsen, Airport Director Marty Piette, Port & Resource Recovery Dean Haen, Facilities Director Chad Magnin, Planning Director Cole Runge, Director of Administration Chad Weininger, and other interested parties.

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I. **Call Meeting to Order.**

The meeting was called to order by Chairman Dantine at 5:50 pm.

II. **Approve/Modify Agenda.**

Motion made by Supervisor Suennen, seconded by Supervisor Gannon to approve with the modification to table 13 until the next meeting. **MOTION CARRIED UNANIMOUSLY**

III. **Approve/Modify Minutes of February 27, 2024.**

Motion made by Supervisor Friberg, seconded by Supervisor Suennen to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**NEW WATER PRESENTATION**

Tom Sigmund, Executive Director of NEW Water, the brand of the Green Bay Metropolitan Sewerage District, was present to speak to economic development but explain who they are and what they do. A NEW Water Overview PowerPoint was spoken to (attached).

**Comments from the Public on Non-Agenda Items** None.

**Consent Agenda**

1. Housing Authority minutes of January 15, 2024.
2. Solid Waste Board minutes of November 20, 2023.
3. Transportation Coordinating Committee minutes of November 13, 2023.
4. Acknowledging the bills.

Motion made by Supervisor Suennen, seconded by Supervisor Gannon to approve the Consent Agenda Items 1-4. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**Extension**

5. **Budget Adjustment Request – *To be provided prior to the meeting.***

Extension Director Judy Knudsen informed they don't have all the signatures yet for this request, so it will be back in April. This was funding they're getting from Brown County Health and Human Services ARPA dollars.

6. **Director's Report.**

Knudsen provided the February 2024 Extension Report (attached) and touched on a few items, such as the ChickQuest program.



She informed they run a large community garden program and have rented 322 garden plots and raised bed, with more to rent. They were down to 13 on the wait list. They had planned to pilot a garden at the Brown County Jail in 2020, that had been stalled. They have 10 beds built and are in the inner courtyard, the next task is to move in soil. Really excited about this project. The justice involved individuals are going to raise produce that will be donated to local food pantries as part of their Planting for a Purpose program. They'll do gardening lessons and make certain that it's very successful. St Johns Lutheran Church on Scheuring Road in East De Pere offered them some land for a garden. They received approval from the City of De Pere to apply for a variance that will allow for the installation of the garden for 2025. They met with staff from Celebration Church on the far east side, they offered land as well for a community garden for 2025. They will have to find funding for fencing as they have urban deer issues. Annunciation Parish on Western Avenue is a popular garden with a waitlist, they have offered to expand. They are putting a second garden at the Brown County Farm as gardeners wanted larger plots. They went out for bids for fencing, and they came in a little less than anticipated, which was great.

4-H Program – A handout was provided (attached) regarding the 3<sup>rd</sup> Annual STEM Family Day and spoken to.

UW-Madison Wonders of Physics Traveling Roadshow is making a stop in Green Bay on April 30<sup>th</sup>. Extension is partnering with the Neville Public Museum for the presentation done by UW-Madison faculty and staff.

There's been an increase in summer programming requests by the Brown County Library Branches. This year they are asking for multiple programs, which is a great opportunity.

The FoodWise Program is partnering with the ADRC of Brown County to implement an evidence-based program, Strong Bodies. Extension is going to partner with them to do the program at Ledgeview Community Center. They're hoping to go county-wide with the program.

March is National Nutrition Month; the County Executive visited the STEM building recently along with a group from St. Johns Ministries that were present for their Nutrition program. Streckenbach issued a proclamation.

Lastly, during their STEM Family Day, the ADRC's food truck will be on-site.

## Airport

### 7. Director's Report.

Airport Director Marty Piette spoke to passenger activity, they saw a 16.5% increase Feb 2024 over 2023, best February since 2008. Spring Break travel is in full swing, and they expect March to be quite busy as well.

CONSTRUCTION - Piette informed a press release was sent out regarding their 2024 construction projects, which include the final phase of the long-term parking lot resurfacing project. Resume the final phase of the terminal canopy and facade reconstruction. Electrical airfield project, replacing lighting on taxiways and runways with new LED lighting. Replacing all the existing cabling and reinstalling it into conduit, to improve efficiency on the airfield. Electrical navigational aid (windsock) replacement. Replacing rotating beacon on top of the control tower. Final phase of Runway 18/36 improvements.

CONGRESSIONALLY DIRECTED SPENDING (CDS) - Senator Baldwin's office put out information regarding CDS requests for Fiscal Year 2024– Austin Straubel International Airport requested Funding for airport infrastructure, including improvements for air traffic control tower and passenger boarding bridges. Within the last couple of weeks, her office announced that they were successful in securing \$5 million of that application to help replace and rehab passenger boarding bridges/jet bridges. All 12 are approaching the 20-year age limit and the company that made them is no longer in business so finding and securing replacement parts is almost impossible. They're cannibalizing off a jet bridge or two that are not used often to keep the ones that are used more often in operation. \$5 million should get 3-4 bridges replaced. They're working with their engineers to identify the 3 or 4 boarding bridges that are of highest importance, whether it's used by the airlines, the point of their useful life, how deteriorated they are, and handling larger aircraft as they're seeing a lot larger aircraft than they had in the last 5-years. They want to make sure they are still able to accommodate those types of aircraft as well.

There is also a HVAC component for the terminal building within that application. They need to focus on the passenger boarding bridges because of their age but felt they could use some of the additional funding to work on the design portion of the boilers, chillers, and HVAC system within the terminal building and replace under a future grant.

Lastly, Piette provided a conference update from Routes Americas 2024. They had 11 meetings with 11 different airlines. They were happy with that success and exposure. 8 of those airlines were domestic airlines. They met with a Canadian Airline, one South American Airline and one Caribbean Airline. They also had an exhibit booth in the exhibit hall, to talk to delegates about TakeOff North America 2024, the air service development conference they are hosting in Green Bay at Lambeau Field in October. Piette noted he submitted a travel request with Administration for World Routes for October 2024 in the Kingdom of Bahrain. Routes World 2024 will bring together airlines, airports, and aviation stakeholders from across the world to build air services and global economic growth.

### Port & Resource Recovery

#### 8. Director's Report.

Port & Resource Recovery Director Dean Haen spoke to his written report, provided in the agenda packet. Haen went over activities this past month, including construction planned as part of their approved budget.

##### a. 2023 Resource Recovery Annual Report – Request for Approval.

Haen referred to the 2023 Annual Report, provided in the agenda packet, and informed overall the report looks back to the activities of last year and looks forward to what activities they are going to do this next calendar year. It also gives a nice overview of their department, their mission, goals, financials, and information regarding their Solid Waste Board.

Supervisor Friberg questioned the leachate and gas system installed; he wondered if it was economical to consider separating out any nitrogen in the gas/leachate extraction? Haen stated right now they didn't have enough gas, but they had time. Beginning this year, they will work with an engineering consultant firm to help identify beneficial utilization of their gas. He noted methane will be far more valuable than nitrogen.

**Motion made by Supervisor Gannon, seconded by Supervisor Friberg to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

### Facilities

#### 9. Request for Approval of Bid Project #2659 Our Place Remodel to be awarded to Mike Koenig Construction inclusive of all 4-bid options in the amount of \$194,096.00.

Facilities Director Chad Magnin briefly spoke to the scope of the project and noted it was quite an extensive renovation. He referred to the bid tab record and requested approval of Mike Koenig Construction, base bid along with options 1, 2 3 and 4. They spoke to four construction companies and broke up the project thinking they'd get more interest but only received two bids. Special Forces Building & Grounds did not submit their Bidders Proof 5 days prior to the bid opening date, which resulted in an automatic rejection of their bid.

**Motion made by Supervisor Friberg, seconded by Supervisor Suennen to approve Mike Koenig Construction for Project #2659 Our Place Remodel for all 4-bid in the amount of \$194,096.00. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### 10. Director's Report.

Magnin spoke to his written report, provided in the agenda packet, and touched on their current projects and staffing.

## Planning and Land Services

### 11. Director's Report.

Planning Director Cole Runge noted the County Board approved the awards from the Brown County Tourism Enhancement Capital Grant Program. He contacted the recipients to let them know the next steps in the process for their projects. The effort will be led by Corporation Counsel.

Runge provided Comprehensive Plan updates for Lawrence and Humboldt. Regarding the South Bridge Connector project, he went section by section and gave an update of their status. All five sections were coming along nicely, they plan on holding a public information meeting in the fall for the entire corridor.

## Highway

### 12. Interim Highway Commissioner's Report.

Runge informed his tenure as Interim Highway Commissioner ended officially on March 17<sup>th</sup>; however, he's still heavily involved in projects and working with the new Highway Commissioner on various things.

Runge provided an update on the Lineville Road reconstruction project, speaking to Stages 1 and 2 and noted the project was starting basically right now. The road will be open to local traffic and businesses as well. The villages of Suamico and Howard have volunteered to put together way-finding signs for businesses and will place them on local streets along the project corridor.

All the projects that Highway has scheduled for 2024 are proceeding on schedule both large and small. The roundabout project on Packerland Drive has been postponed until 2025 due to an obstacle in getting an easement for an additional right-of-way from the Bureau of Indian Affairs (BIA) at the southwest corner because it's an Oneida Nation property. Oneida has been extremely cooperative but they're having difficulty getting responses from BIA.

## Communications

13. **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. Referred back from last month.**

*This Item was tabled until the next meeting.*

## Other

14. **Such other matters as authorized by law. None.**

15. **Adjourn.**

**Motion made by Supervisor Gannon, seconded by Supervisor Friberg to adjourn at 7:09 p.m. Vote taken.  
MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein  
Legislative Specialist

**MINUTES**  
**BROWN COUNTY HOUSING AUTHORITY**  
**Monday, February 19, 2024, 3:30 p.m.**  
**Brown County Northern Bldg., Room 200**

**ROLL CALL:**

Ann Hartman - Chair	<u>X</u>	Jessica King	<u>X</u>
John Fenner	<u>X</u>	Jessica Adams	<u>EXC</u>

**OTHERS PRESENT:** Patrick Leifker, Colton Pangrazzi (Accountant), Anna Plager (Accountant), Matt Roberts (ICS), Megan Walker (ICS), Joe Kahler (ICS), Tom Maier (ICS Board) & Kathy Meyer

P. Leifker asked to rearrange the agenda and move agenda item number 5 to after agenda number 8.

A motion was made by J. Fenner, seconded by J. King to move agenda item number 5 to after agenda number 8. Motion carried.

**APPROVAL OF MINUTES:**

1. Approval of the minutes from the January 15<sup>th</sup>, 2024 meeting of the Brown County Housing Authority.

A motion was made by J. Fenner, seconded by J. King to approve the minutes from the January 15<sup>th</sup>, 2024 meeting of the Brown County Housing Authority. Motion carried.

2. Approval of the minutes from the February 15<sup>th</sup>, 2024 meeting of the Brown County Housing Authority Subcommittee.

P. Leifker stated that the Subcommittee did not meet in February and therefore there are no minutes to review and approve.

**COMMUNICATIONS:**

None.

**REPORTS:**

3. Report on Housing Choice Voucher Rental Assistance Program:

- A. Preliminary Applications  
There were 237 preliminary applications for January.
- B. Unit Count  
The unit count for January: 2,694
- C. Housing Assistance Payments Expenses  
The January HAP expense totaled \$1,653,582
- D. Housing Quality Standard Inspection Compliance.  
287 total inspections, 208 that passed initial inspection, 26 passed the re-evaluation, 37 failed and 16 were no shows.
- E. Program Activity/52681 B (administrative costs, portability activity, SEMAP)

Not reported.

- F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)  
In January there were 68 active FSS clients, 48 clients in level one; 12 clients in level two; 6 clients in level three and 2 clients in level four. There were 0 new contracts signed, 0 graduates, 56 active escrow accounts and 53 active homeowners.
- G. VASH Reports (new VASH and active VASH)  
For January there was 0 new VASH clients, for a total of 40 active VASH clients.
- H. Langan Investigations Criminal Background Screening and Fraud Investigations.  
Four investigations, 2 in the City of Green Bay and 2 in the City of De Pere.  
Applications by municipalities, the largest was Green Bay, followed by Allouez and De Pere.

A motion was made by J. King, seconded by J. Fenner to receive and place on file. Motion carried.

**NEW BUSINESS:**

- 4. Consideration with possible action on 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.

M. Walker stated on an annual basis, PHA's are required to complete the Section Eight Management Assessment Program (SEMAP) certification. The certification is then submitted to HUD, and HUD will determine if the PHA is a Troubled PHA, Standard PHA or a High Performing PHA. M. Walker stated that Brown County Housing Authority/ICS was identified as a High Performer last year.

M. Waker reviewed the indicators provided in the agenda packet and based on the projections, staff anticipate being identified as a High Performing PHA again with the 2024 certification.

A motion was made by J. Fenner, seconded by J. King to approve Resolution No. 2024-01 certifying the Brown County Housing Authority's Annual Section Eight Management Assessment Program submission. Motion carried.

**BILLS AND FINANCIAL REPORT:**

- 6. Consideration with possible action on acceptance of BCHA Bills.

P. Leifker reviewed the bills.

A motion was made by J. King, seconded by J. Fenner to accept and place on file the BCHA bills. Motion carried.

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

P. Leifker presented the BCHA financial report.

A motion was made by J. Fenner, seconded by J. King to accept and place on file the BCHA financial report. Motion carried.

**ADMINISTRATOR'S REPORT AND INFORMATIONAL:**

- 8. Executive Director's Report

P. Leifker stated that we do have a commissioner going before the county board supervisors for appointment at the upcoming county board meeting.



Currently we have a Request for Proposals (RFP) published, and the RFP closes this Friday for project based vouchers. If interested in reviewing the proposals, please contact Patrick.

P. Leifker provided an update on the 2023 financial audit.

P. Leifker stated that he was asked to be a presenter/panelist at the Balance of State Continuum of Care state-wide conference that was held two weeks ago. P. Leifker was asked to present because of some of the unique approaches that the Housing Authority has taken, example the Landlord Incentive Program.

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);**

A motion was made by J. Fenner, seconded by J. King, to convene in closed session pursuant to Wis. Stats. Sec (19.85(1)(e) for the purpose of Service Provider Contract Issues. Motion carried.

- 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

A motion was made by J. King, seconded by J. Fenner, to return to open session. Motion carried.

- 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.

A motion was made by J. Fenner, seconded by J. King to adjourn the meeting. Motion carried.

Meeting adjourned at 4:56pm

**Minutes**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, February 7, 2024 - 6:30 pm**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room, Green Bay, WI 54302**

**ROLL CALL:**

Paul Blindauer	<u>X</u>	Pat Hopkins	<u>Abs</u>	Pam Schauer	<u>X</u>
Corrie Campbell	<u>X</u>	Elizabeth Hudak	<u>Exc</u>	Dan Segerstrom	<u>X</u>
Devon Coenen	<u>X</u>	Emily Jacobson	<u>X</u>	Glen Severson	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Dotty Juengst	<u>Exc</u>	Jim Steffek	<u>X</u>
Steve Deneys	<u>X</u>	Dave Kaster	<u>X</u>	Mark Thomson	<u>X</u>
Geoff Farr	<u>X</u>	Patty Kiewiz	<u>Exc</u>	Andy Vanderloop	<u>Abs</u>
Mike Goral	<u>X</u>	Dane Lasecki	<u>Exc</u>	Nick Weber	<u>X</u>
Steve Grenier	<u>Abs</u>	Dan Lindstrom	<u>X</u>	Matthew Woicke	<u>Exc</u>
Mark Handeland	<u>X</u>	Josh Lutzow	<u>X</u>		
Matthew Harris	<u>X</u>	Gary Pahl	<u>X</u>		

**Others Present:** Cole Runge

N. Dantine asked for a moment of silence for the three fallen American Servicemen.

1. Approval of the minutes of the December 6, 2023, regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by D. Kaster, seconded by D. Coenen, to approve the minutes of the December 6, 2023 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Approval of the WDNR Water Quality Grant Contract.

C. Runge stated that earlier in 2023, the state gave us roughly half of our 2023 grant, and just recently we received the remaining portion of the 2023 grant.

Staff is asking for approval of the WDNR Water Quality Grant Contract so that we can receive the grant reimbursement and enter that into our 2023 ledger before the budget year closes.

A motion was made by G. Pahl, seconded by P. Blindauer, to approve the WDNR Water Quality Grant Contract. Motion carried.

3. Brown County Planning Commission staff updates on work activities during the months of December, 2023 and January 2024.

C. Runge provided an update regarding the South Bridge Connector project.

C. Runge provided an update on the Mason Street Bridge project.

C. Runge provided an update on the new way the state is administering the local programs for Surface Transportation Block Grant Program and Transportation Alternatives Program.

Receive and place on file the staff activity reports for the months of December 2023 and January 2024.

4. Planning Director's Report.

C. Runge stated that the Brown County Highway Commissioner recently resigned and his last day is Friday, February 9<sup>th</sup>. C. Runge stated that he will be serving as Brown County's Interim Highway Commissioner in addition to his current duties until further notice.

5. Other matters.

None.

6. Adjourn.

A motion was made by G. Pahl, seconded by M. Harris, to adjourn. Motion carried.

The meeting was adjourned at 6:40 p.m.

PORT & RESOURCE RECOVERY DEPARTMENT



2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

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

DEAN R. HAEN  
DIRECTOR

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**PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD**

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A regular meeting was held on **Monday, February 26<sup>th</sup>, 2024**  
at the Resource Recovery Office, 2561 South Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was called to order by Solid Waste Board Member Mike VanLanen 2:30 pm.

2) Roll Call:

Present: Sean Gehin  
Bill Seleen  
Mike VanLanen  
Norb Dantine  
Michael Lefebvre

Excused: John Katers, Chair  
Mark VandenBusch  
John Myers

Also Present: Dean Haen, Brown County P&RR  
Chad Doverspike, Brown County P&RR  
Mark Walter, Brown County P&RR  
Katie Platten, Brown County P&RR  
Matt Scholze, Town of Holland  
Chris Anderson, FOTH  
Brian Rickert, Village of Ashwaubenon

3) Approval/Modification – Meeting Agenda

**A motion to approve the agenda was made by Norb Dantine and seconded by Michael Lefebvre. Unanimously approved.**

4) Approval/Modification – Minutes of November 20<sup>th</sup>, 2023 Meeting

**A motion to approve the minutes of the November 20<sup>th</sup>, 2023 meeting was made by Norb Dantine and seconded by Sean Gehin. Unanimously approved.**

5) Announcements/Communications

Director Dean Haen thanked the Solid Waste Board Members for moving the meeting back one week to allow agenda items to be compiled. Mr. Haen also mentioned that

Kevin Gannon will be joining the Solid Waste Board as a new member to fill the vacant position.

6) Resolution – Sale of Property to Town of Holland – Request for Approval

Mr. Haen reviewed the previously discussed sale of property to the Town of Holland. The finished resolution was handed out at the meeting. A split cost on appraisal of the land and selling at \$11,000 per acre was agreed upon. The Town of Holland is responsible for survey costs to create the new parcels. The sale will reduce the long term revenue that the Resource Recovery Department earns in farmland rental, but ultimately the acres have no solid waste use for the County. The County would like to help the town in pursuit of a new town hall.

**A motion to approve Resolution – Sale of Property to Town of Holland was made by Norb Dantine and seconded by Sean Gehin. Unanimously approved.**

7) Bid #2653 SLF East Access Haul Road – Request for Approval

Chad Doverspike presented drone footage of the South Landfill and discussed the South Landfill access road bid results. Between the time the bids were sent out and received, the Brown County Highway Department reached out to assist with the project. The Brown County Departments have worked well together historically on many projects, with only the most recent years requiring similar projects to go to bid. Resource Recovery staff at the South Landfill will split tasks during the project construction period, with three staff members with previous construction experience assisting the Highway Department and learning about culvert installation, while remaining staff continuing regular landfill operations.

Staff provided information regarding the lowest bid received which was \$128,000 from Relyco Plus. The Highway Department's offer is closer to \$75,000 with the added benefit of educating staff for similar projects in the future. Mr. Doverspike recommended rejecting all bids. Further discussion regarding specific project details occurred.

**A motion to reject all bids for Bid#2653 SLF East Access Haul Road was made by Sean Gehin and seconded by Nob Dantine. Unanimously approved.**

8) Wisconsin Solid Waste & Recycling Legislation

Mark Walter spoke on recent legislation that has been introduced to state legislators that are of interest to the Solid Waste Board.

a. Senate Bill 866 (E-Cycle Program Changes)

Mr. Walter discussed updates to the e-Cycle law which requires electronics manufacturers to recycle a certain weight of electronics based on what they sell in the state. When first

written, the law's requirements were based on heavier component weights. In recent years the weight of electronics have decreased significantly, making it harder for the manufacturers to meet their weight requirements. Updates to the law will be to adjust the weight requirements and add new items to the allowed list. A discussion on the e-Cycle program occurred in regard to retailers vs. manufacturers, collectors vs. recyclers, and online retail sales of electronics.

b. Senate Bill 876 (Recycling Education)

Mr. Walter provided information on a recently introduced recycling education bill. The bill will provide funding to the DNR and allow them to provide statewide education on recycling. Mr. Walter commented that it is not likely to be passed without additional bipartisan support.

c. Senate Bill 906 (Battery Education and Grants)

The Battery Education bill will create programs to educate on rechargeable batteries, and set up collection programs via grant funds. The bill has bipartisan support and will likely move forward. Michael Lefebvre asked if a program similar to the e-Cycle bill could be considered. Mr. Walter indicated that it would be unlikely to be considered in the current legislature.

d. Senate Bill 721 (Food Waste Grants)

The final bill discussed would set up grant programs to allow communities to pilot food waste reduction programs around the state. Mr. Gehin and Mr. Walter discussed the previous program that Brown County Resource Recovery piloted with Sanimax for a food waste collection, which ultimately ended due to the partnership dissolving during the early stages of the Coronavirus Pandemic.

A discussion about increased food prices and how that correlates to food waste occurred. Also discussed were options for curbside composting programs and local collection programs.

9) BOW Open House – March 20<sup>th</sup>, 2024

The Solid Waste Board had a conversation about attending an upcoming BOW Open House at the Tri-County Recycling facility in Appleton, WI. A tour through the facility and viewing the new robotics will occur after a brief meeting of the Board. Staff discussed the speed of the recycling line with the addition of robotics.

10) South Landfill

Mr. Doverspike gave an update on the South Landfill operations. The fourth lift of the landfill is starting, with gas extraction and leachate recirculation lines being installed on the top of the third lift. Plans for the Sequence Two excavation have begun with the clay haul

road being created and clay excavation as staff is available. Mr. Doverspike discussed the installation of pipelines across Brown County property by Dynamics which have wandered outside of the easement agreement.

11) Director's Report

Mr. Haen gave an update on the construction projects at the East Landfill with the installation of the road to the new leachate tank by Relyco. Mr. Doverspike continues to work with Foth Infrastructure on floor replacement and subfloor issues at the Waste Transfer Station. Lastly, infrared cameras are to be installed at the Recycling Transfer Station and tested for fire detection capabilities.

on the Board and staff discussed the South Landfill elevation and timeline to begin working on a second landfill cell.

12) Such other Matters as Authorized by Law  
None.

13) Adjourn

**A motion to adjourn was made by Norb Dantinne and seconded by Mike VanLanen. Unanimously approved.**

Meeting ended at 3:30PM.

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John Katers, Chairman  
Solid Waste Board

Dean R. Haen, Director  
Port & Resource Recovery Department

# BUDGET ADJUSTMENT REQUEST

**24-031**

**Category**

**Approval Level**

- 1 Reallocation from one account to another in the same level of appropriation Dept Head
- 2 Reallocation due to a technical correction that could include:
  - Reallocation to another account strictly for tracking or accounting purposes
  - Allocation of budgeted prior year grant not completed in the prior yearDirector of Admin
- 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- 5 ~~a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts).~~ ~~Admin Comm~~
- 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation. Oversight Comm  
2/3 County Board
- 6 Reallocation between two or more departments, regardless of amount Oversight Comm  
2/3 County Board OW
- 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm  
2/3 County Board
- 8 Any allocation from a department's fund balance Oversight Comm  
2/3 County Board
- 9 Any allocation from the County's General Fund (*requires separate Resolution*)  
*After County Board approval of the resolution, a Category 4 budget adjustment must be prepared.* Oversight Comm  
Admin Committee  
2/3 County Board

**Justification for Budget Change:**

\*2024\* This budget adjustment request is to reallocate funds to UW-Extension for a pre-approved project within the Health ARPA grant. EB

**Fiscal Impact\*: 14,500**

*\*Enter \$0 if reclassifying previously budgeted funds. Enter actual dollar amount if new revenue or expense.*

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.060.300.9003	Health Transfer Out	\$14,500
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.060.300.5340	Travel and Training	\$14,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.9002	UW-Extension Transfer In	\$14,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5300	UW-Extension Supplies	\$ 1,700
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5304	UW-Extension Printing	\$ 500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5340.100	UW-Extension Mileage	\$ 300
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5700	UW-Extension Contracted Services	\$12,000

**AUTHORIZATIONS**

*Erh. Pipl*

*Signature of Department Head*  
Judith A. Knudsen  
Judith A. Knudsen (Mar 18, 2024 15:12 CDT)

*Signature of Department Head*

Troy Streckenbach  
Troy Streckenbach (Mar 27, 2024 14:24 CDT)

*Signature of DOA or Executive*

Date: Mar 27, 2024



Facilities Department

*Brown County*

305 E Walnut

Green Bay, WI 54305

Phone: (920) 448-4507

Email: [Chad.magnin@browncountywi.gov](mailto:Chad.magnin@browncountywi.gov)

TO: PD&T Committee

From: Chad Magnin

Date: March, 2024

RE: Director's Report

Agenda Items:

Budget:

Projects:

Courthouse Security Vestibule: Design development.

ARPA #71 CTC Negative Pressure Room(s): Cost benefit analysis pre-bid led to a team decision not to move forward with the project. Investigating moving funds to other CTC ARPA projects.

ARPA #72 CTC HVAC Air Filtration: Final recommendations are being reviewed.

ARPA #24 Law Enforcement Center HVAC: Engineering.

ARPA #25 Courthouse HVAC: Engineering with the intent to go out for bid.

ARPA #26 Sophie Beaumont HVAC: Engineering.

ARPA #29 Northern Building HVAC: Engineering.



Chad Magnin

Facilities Director

ARPA # 66 Our Place Maintenance and Improvements: Carpentry and Architectural project #2659 was approved at the April County board. Work scheduling is underway. Electrical Project #2668 mandatory site visit is scheduled for Monday, April 22. HVAC project will be delivered to purchasing in April.

ARPA # 77 Jail HVAC Upgrades: Scope of work is being drafted for replacement supervisory BAS controls and other repairs, estimates and upgrades are currently being reviewed.

LED Project/Energy: Ongoing replacement and upgrades at various sites.

ARPA #32 Jail Kitchen Project: Procuring materials and reviewing submittals.

ARPA #53 Museum Restroom: Work is scheduled to start June 3rd.

ARPA #27 Access Control: Work is ongoing. Additional costs have been identified as the team works through the project, Facilities is working with multiple vendors to understand budget impacts.

ARPA #19 Museum Building Automation: Work is 95% complete.

ARPA #18 Museum Parking Lot Landscape: Working with contractor for start date.

Jail Parapet Wall: Contractor is mobilizing for spring start of work.

#### ARPA Projects Completed:

ARPA #13 911 Communication Center Cooling

ARPA #76 Sheriff Office HVAC

ARPA #32 Jail Mixing kettle foundation and kettle replacement

**Facilities ARPA details:**

Project #	Description	Status	Approved Funding	Remaining Funds
ARPA 18	Museum Parking Lot	Partially complete	\$ 300,000.00	\$ 191,086.52
ARPA 19	Museum Building Automation System	95% complete	\$ 150,000.00	\$ 3,111.46
ARPA 24	Law Enforcement Center - HVAC Upgrades	Engineering	\$ 515,000.00	\$ 480,557.20
ARPA 25	Courthouse - HVAC Upgrades	Engineering	\$ 300,000.00	\$ 253,214.20
ARPA 26	Sophie Beaumont - HVAC Upgrades	Engineering	\$ 400,000.00	\$ 366,347.20
ARPA 27	Access Control Upgrades - All County Buildings	Work ongoing/cost Impacts	\$ 250,000.00	\$ -
ARPA 28	Museum HVAC Upgrades aka Steam boiler	Completed	\$ 156,685.00	\$ -
ARPA 29	Northern Building - HVAC Upgrades	Engineering	\$ 150,000.00	\$ 111,012.00
ARPA 30	Jail/911 Center heat recovery wheels	Completed	\$ 100,000.00	\$ -
ARPA 32	Jail Kitchen Remodel/ Mixing Kettle Install	Ordering Materials	\$ 1,171,212.59	\$ -
ARPA 46	County Clerk Office Remodel/Facilities Study	Scope of Work complete	\$ 500,000.00	\$ 400,500.00
ARPA 76	Sheriff Office - HVAC upgrades	Completed	\$ 500,000.00	\$ -
ARPA 77	Jail HVAC Upgrades	Specifying	\$ 250,000.00	\$ 250,000.00
ARPA 122	Sophie Beaumont Building reconfiguration	Specifying	\$ 300,000.00	\$ 288,252.05

**Staffing:**

AS OF 4/15/2024

Position	Vacancy Date	Reason for Leaving	Status	Filled Date
Facility Housekeeper (PTE)	8/18/23	Resigned	Offered	In Process
Facility Housekeeper (LTE)	9/28/23		Filled	

	Budgeted FTE's	Actual #FTE's
Management / Admin	5	5
Facility Mechanics	8.0	8
Facility Workers	9.0	9
Housekeeping	20.0	21
Electrician	1.0	1
Summer Help	0.46	0
<b>TOTAL</b>	<b>43.46</b>	<b>45</b>

BOARD OF SUPERVISORS

Brown County



BROWN COUNTY  
BOARD OF SUPERVISORS  
GREEN BAY, WISCONSIN

Meeting Date: 4/16/24

Agenda No.: 1

Motion / Communication

From the Floor

Check Speed Limits on County PP areas  
the Conf Comm and Subdivision.

Referred To: PDJT

Signed: Mark Dardine

Printed Name: Mark Dardine

District No. 13

(Please deliver to County Clerk after motion is made for recording into minutes.)

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