

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
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PHONE (920) 448-4015 FAX (920) 448-6221

PLAN, DEV. & TRANS. COMMITTEE
Dave Landwehr, Chair; Ray Suennen, Vice Chair
Amanda Chu, Norb Dantine, Tom Friberg,

PLANNING, DEVELOPMENT & TRANSPORTATION
COMMITTEE

TUESDAY, JULY 27, 2021
Approx. 5:45 PM (Or to follow Land Con)
Room 200, Northern Building
305 E. Walnut Street

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

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of June 22, 2021.

Comments from the Public on Non-Agenda Items

1. **Review Minutes of:**
 - a. Housing Authority (March 22, April 19, and May 17, 2021).
 - b. Planning Commission Board of Directors (February 3 and April 7, 2021).
 - c. Solid Waste Board (April 19, 2021).

Resolutions & Ordinances

2. Resolution Adopting Brown County's 2022 Five-Year Capital Improvement Plan.

Register of Deeds

3. Budget Status Financial Report for May 2021 – Unaudited.

Public Works

4. Recommendation and Approval for the Jail Boiler Installation – Project #2442 for a total of \$90,000 to Johnson & Jonet.
5. Budget Adjustment Request (21-057): Reallocation between two or more departments, regardless of amount.
6. Facilities Capital Improvement Plan 2022-2027.
7. Summary of Operations Report.
8. Director's Report.

Extension

9. Resolution Regarding Table of Organization Change for the UW-Extension Department – Community Garden Coordinator Position.
10. Director's Report.

Planning & Land Services

11. Planning, Property Listing, Zoning - Budget Status Financial Reports for May 2021 – Unaudited.
12. Planning Director's Report.

Port & Resource Recovery

13. Resolution Regarding Table of Organization Change for the Port & Resource Recovery Department – Resource Recovery Associate Positions.
14. Jib Crane RFB – Request for Approval.
15. Lubrication System and Lube Delivery RFB – Request for Approval.
16. Director's Report.

Communications

17. Communication from Supervisor Schultz re: I am requesting Brown County find a long-term solution to the glass pieces on CTH H (Broadway) at Globe Road extending North to Pilgrim Way and South to Hansen Road.

Transport trucks owned or contracted by area municipalities and Brown County spill small pieces of glass along Broadway going to and from the Brown County Recycle Center.

This is causing an ongoing hazard of property damage and injury, specifically for bicyclists in this popular biking area. It is also likely a violation of WI SS# 346.94(5) & (7) along with the corresponding Ashwaubenon Village Ordinance # 7-2-26.

Recycle Center staff currently use a street sweeper stationed there to sweep Broadway at Globe twice per week. They do not sweep to Pilgrim or Hansen. This sweeper will be moved to the South Landfill at the end of 2021.

The circumstance involves all Communities in Brown County and Brown County.

Possible solutions are (But not limited to):

1. Stop accepting glass at the facility.
 - a. Not extremely popular
2. Require involved trucks to be spill proof.
 - a. Allegedly expensive to replace liners which is now done twice per year.
3. Recycle Center staff sweep Broadway to Hansen and Pilgrim twice per week (Weather permitting) including once on Friday afternoon.
 - a. Requires budgeting to replace the sweeper in 2022 or –
 - b. Truck in another county owned street sweeper at least twice per week.
 - i. Staff time intense and expensive
 - ii. Ashwaubenon does not care to contract for the responsibility.

I am told this is an ongoing problem and believe it necessitates a long-term solution.

Held for one month.

Airport

18. Budget Status Financial Report for May 2021 – Unaudited.
19. Director's Report.
20. Closed Session – Property:
 - a. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(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, whenever competitive or bargaining reasons require a closed session;

- b. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Brown County Planning, Development & Transportation Committee shall convene 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, whenever competitive or bargaining reasons require a closed session; and
- c. Reconvene into Open Session: The Brown County Planning, Development & Transportation Committee shall reconvene into Open Session for possible voting and/or other action regarding Property that was discussed in Closed Session.

Other

- 21. Acknowledging the bills.
- 22. Such other matters as authorized by law.
- 23. Adjourn.

Dave Landwehr, Chair

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

**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, June 22, 2021 at the Duck Creek Center – Public Works Dept., 2198 Glendale Avenue, Village of Howard

Present: Chair Dave Landwehr, Vice-Chair Ray Suennen, Supervisor Norb Dantine, Supervisor Tom Friberg, Supervisor Amanda Chu

Also Present: Assistant Airport Director Rachel Engeler, Extension Director Judy Knudsen, Public Works Director Paul Fontecchio, Planning Director Cole Runge, Port & Resource Recovery Director Dean Haen; Director of Administration Chad Weininger; Supervisors Keith Deneys and Patrick Buckley; Travis Coenen, other interested parties

I. Call Meeting to Order.

The meeting was called to order by Chair Dave Landwehr at 7:06 pm.

II. Approve/Modify Agenda.

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

III. Approve/Modify Minutes of May 25, 2021 and Special Joint meeting of Public Safety and PD&T of May 25, 2021.

Motion made by Supervisor Chu, seconded by Supervisor Friberg to approve the May 25th PD&T minutes and the May 25th Special Joint meeting of Public Safety and PD&T minutes. Vote taken. MOTION CARRIED UNANIMOUSLY

IV. Confirmation of the following members to the Energy Subcommittee: Nathan Carlson.

Suennen stated in comparing Nathan Carlson to the criteria of having relevant experience, he is a master electrician, an instructor and had certificates, and was qualified. He was an individual that redid school district projects to go more energy efficient.

Motion made by Supervisor Suennen, seconded by Supervisor Friberg to approve the confirmation of Nathan Carlson to the Energy Subcommittee. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public on Non-Agenda Items

1. Review Minutes of:

- a. Harbor Commission of May 10, 2021.

Motion made by Supervisor Dantine, seconded by Supervisor Friberg to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Airport

2. Director's Report.

Assistant Airport Director Rachel Engeler was present to report on the following:

She provided a press release (attached) re: Green Bay Entities Join Together to Showcase Our Community at EAA AirVenture 2021 and briefly spoke to it.

Engeler informed their Housekeeper position was still open and has been since the start of the year. They have not been able to secure a contract with an outside firm, they were unable to find staff as well.

They have an AIP 55 project, their canopy and civil roadwork, they're waiting for the FAA to write the grant.

Sun Country Airlines added two charters to and from Minneapolis in response to the Packer schedule.

GRB was only down 24% this month from 2019.

In regard to a communication from Supervisor Van Dyck, Airport Director Marty Piette asked Engeler to brief the committee about a library on airport property. They verified with the FAA that the parcel was not in the approach departure area of the Runway 6-24, their next step was to work with the FAA to make sure it's a compatible land use according to their guidance and regulations.

**Motion made by Supervisor Dantine, seconded by Supervisor Chu to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Extension

3. Budget Status Financial Report for April and May 2021 – Unaudited.

Extension Director Judy Knudsen informed they were a little ahead of revenue and were starting to offer a lot more programs.

**Motion made by Supervisor Chu, seconded by Supervisor Suennen to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

4. Director's Report.

Knudsen provided their June 2021 Report (attached) and spoke to it.

Regarding Breakfast on the Farm, Knudsen thanked Stan Kaczmarek, the Land & Water Conservation and Public Works Departments for all their efforts, the Sheriff's Dept. for directing traffic and Supervisor Dantine for showing up super early to help. It went well, approximately 3,300 were in attendance.

Their Agricultural Educator position has been vacant since January. There has been a 40% reduction of state funding statewide for field staff for the past 15 years, so their staffing strategy was to be more regionalized with Door, Kewaunee, and Manitowoc Counties.

Their Community Garden program was doing well, they had 400 garden plots rented this year and 50 gardeners. They had a request for future gardens for next year and have expanded some this year in some neighborhoods. Their Community Garden Coordinator left for a position in Madison.

They had a lot of youth programs going on including archery, Arcade Cardboard Camp, and camps focusing on STEM.

They were getting ready for the Brown County Fair.

Motion made by Supervisor Friberg, seconded by Supervisor Suennen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Planning & Land Services

5. Planning, Property Listing, Zoning - Budget Status Financial Reports for April 2021 – Unaudited.

Planning Director Cole Runge spoke to the reports in the agenda packet material and informed that at this point their overall revenues look very strong. He informed that some of their grant revenues lag because

they don't collect until later in the year.

Motion made by Supervisor Dantine, seconded by Supervisor Friberg to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

6. Planning Director's Report.

The Planning Department fully opened and was accessible to the public as of today.

Runge announced that after 30 years, Zoning Administrator Bill Bosiacki will retire on July 16th. They have the position posted and will hopefully have someone onboard Monday, July 19, 2021.

Runge provided two maps (attached) re: Brown County ERA Program – Rental and Utility Assistance Recipients - As of July 10, 2021, which identifies the location of recipients, people specifically affected by COVID, of the emergency rental and utility assistance, as long as their household income didn't exceed 80% of area median income. Planning Dept. has been working with Health & Human Services for several months to develop and administer, along with NEWCP, this program throughout Brown County. The US Treasurer is administering it nationally to units of local government, i.e. counties with more than 250,000 residents. The county has been able to issue more than \$3.3 million of assistance and were on pace to be able to provide \$1 million of assistance per month. The program allows people to receive benefits for up to 15-months. They were able to get a second round of funding which has slightly different parameters, and they can get up to 18-months of assistance. They reassess eligibility every 3-months. Another limitation was it can't duplicate existing other benefits, other than unemployment. There were 5-elements to this, rental and utility, internet connectivity, security deposits and mobile home lot rent. It also took care of back rent, to eliminate the risk of being kicked out. The internet aspect was for virtual education, telemedicine or telework and have to be able to demonstrate using it for one of those 3 things before they can get that assistance.

The South Bridge Connector was underway, the county has been working with WisDOT, the City of DePere and Town of Lawrence to work on Section 1. There are a couple other "asks" out there to help fund portions east of Lawrence Drive and DePere. There is a provision and an omnibus motion, approved by the Joint Finance Committee that directed the DOT in their 2023-2025 budget to request funding to construct the Southern Bridge. It remains to be seen if it stays in the budget bill. The other ask was working with Senator Tammy Baldwin's office to request a federal appropriation to help them construct the portion between Lawrence Drive and DePere all the way across to State Hwy 57 on the east side of the river. They haven't heard if it was approved or not, it was a pretty big ask. He felt they should know fairly soon if it will at least be recommended to the committees at the federal level by Baldwin's office.

The WIS 29 and County VV Interchange project is underway. Its on schedule and expected to be finished fall 2022.

They've been working on establishing e-payments for PAL services and products over the last year, they are close to having that in place. They've been working with a vendor and their staff has been trained. They hope to go live with that system in the next week or two. This was in addition to paying in-person by cash or check.

Motion made by Supervisor Chu, seconded by Supervisor Suennen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Port & Resource Recovery

7. Resolution Regarding Table of Organization Change for the Port & Resource Recovery and Administration Departments – Accountant II Position.

Port & Resource Recovery Director Dean Haen informed this was one of several coming as part of the budget. This was moving an Accountant from their department, for when they start the South Landfill, under the Administration table of organization chart.

DOA Chad Weininger informed, as far as he knew right now, the person would be allocated 100% towards

Port & Resource Recovery and potentially work on some additional Airport gas but they'd have to figure out the direct chargebacks for those. Part of this was it was brand new, but it makes sense to have it under Finance because it was very technical in nature.

He reiterated, right now they would be looking at starting it out as a chargeback to Port & Solid Waste and Landfill and if there's airport capacity, which they think there is, they will add Airport and do the adjustment. Hopefully by the end of the year they will have this figured out for 2022.

Weininger briefly explained how will affect the way it will look in the budget. Zero fiscal impact. They were taking a person already approved in Port & Resource Recovery and putting them under Finance.

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

8. Resolution Authorizing Harbor Assistance Program (HAP) Grant Application.

This resolution authorizes the Port Director to apply for a Harbor Assistance Program (HAP) Grant for the development of the Pulliam Power Plant property through WisDOT and requires further County Board action to accept the grant.

Haen noted they don't have the matching funds to cover the \$4,040,362 matching requirement, but they were not obligated to do anything, it was a resolution asking to submit a grant application. Should they receive the grant and they're able to figure out the funding, that would then be identified, and they would have to execute a grant agreement with the state. That would come back to the county with the financial picture all laid out.

Responding to Chu, the state has a review committee that looks at the grants, it was a competitive environment competing against all the other ports of the state and it was a large dollar amount. The committee will make their announcements, the governor will accept those but won't announce until he can get political capital from it. With the Pulliam Plant, there were a lot of things happening and opportunities. Governor Evers has put \$5 million in his budget, legislature is probably not going to accept that, they are trying to put \$2.5 million for Brown County and \$2.5 million for the City of Green Bay for the relocation of the coal and development of the Pulliam Plant. On the federal side, Senator Baldwin asked them to submit a direct appropriation request. There's also a possibility of private money.

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

9. 2021 Federal Policy Positions- Request for Approval.

Haen informed this was something they provided to the County Board every year, to recognize a list of their projects on a federal, legislative level, that they go to their senators and congressman to advocate for on behalf of Brown County. Many of these issues have been on here for many years and are difficult to come off.

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

10. Easement – Request for Approval.

This easement was regarding the digester in Greenleaf that County Conservationist Mike Mushinski spoke to during the Land Conservation Subcommittee meeting prior to this meeting. Dynamic Holding, Inc.'s digester will sit across the road from their South Landfill. Haen briefly spoke to the Easement Agreement, which was attached to the agenda packet material.

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

Supervisor Friberg excused at 6:19pm.

11. Director's Report.

Haen spoke to his written report which was attached to the agenda packet material.

Motion made by Supervisor Suennen, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Public Works

12. Village of Wrightstown Sidewalk Request on CTH ZZ.

Wrightstown Village Administrator Travis Coenen was present to speak to a letter presented in the agenda packet regarding a request that a sidewalk get installed in the CTY ZZ project. He went out and talked to all the residents along that section that were impacted within that section and they say it's fine, ultimately it made sense to have that connectivity in that trail. They also recognize now that this isn't taking away land.

Fontecchio explained that most of the time when they get a request from anyone to put a sidewalk in their right-of-way, its easy and done. The sidewalk per their standard municipal agreement language, unless it's a big reconstruct where they're doing a 50/50 cost share, it is the municipalities responsibility. This basically falls right in line with everything they always do, the only reason Coenen was present, was in 2016 when a trail was brought up, PD&T Committee stepped in and voted against a trail. Out of the respect of the committee, Fontecchio brought it forward. They have no issues with what's being proposed, and timing is right.

Coenen added, the agreement notes the Village of Wrightstown will maintain that section, pay for the upgrade to the county, and will include in their Parks & Rec as part of their trail system and assume the liability, which was a question some of the residents had. They talked to their insurance company and it was fine.

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

13. Discussion and Possible Action Regarding RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT ENTITLED: "ONEIDA NATION MAINTENANCE AGREEMENT" (HEREAFTER REFERRED TO AS THE 'CONTRACT').

This is a request from Oneida Nation to have the Brown County Highway Department perform crack sealing on several Tribe maintained roads. Chapter 6 of the Brown County Code authorizes the Highway Commissioner to enter into agreements with towns, villages, and the city but not Oneida Nation, which may need to be revised but he did speak to Corporation Counsel about it. It's for Outagamie and Brown County and revenue the department is making. They had a lighter year in terms of workload and were quite a bit ahead of schedule so it fits in nicely and they can accommodate it. Fontecchio recommends approval for this.

Motion made by Supervisor Dantine, seconded by Supervisor Chu to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

14. Highway Capital Improvement Plan 2022 – 2027.

Fontecchio informed this was their annual CIP and highlighted some of the things that have changed from last year. Out of the 6-year CIP, the first year was the most important and accurate in terms of estimating because that's what they will talk about at budget time.

Motion made by Supervisor Chu, seconded by Supervisor Suennen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

15. Facilities Capital Improvement Plan 2022 – 2027.

Fontecchio informed they shifted some of the priorities and spoke to what they were looking at for next year.

Motion made by Supervisor Dantine, seconded by Supervisor Suennen to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

16. Summary of Operations Report.

Fontecchio stated they were doing really well financially and with their projects.

Motion made by Supervisor Dantine, seconded by Supervisor Chu to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

17. Director's Report.

Fontecchio spoke to his written Director's Report, which was provided in the agenda packet.

An email was distributed (attached) re: Thank you for the BC Emergency Response Vehicle, from Assistance Chief Ann Watzka, Howard Fire Rescue.

Motion made by Supervisor Chu, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

18. Communication from Supervisor Schultz re: I am requesting Brown County find a long-term solution to the glass pieces on CTH H (Broadway) at Globe Road extending North to Pilgrim Way and South to Hansen Road.

Transport trucks owned or contracted by area municipalities and Brown County spill small pieces of glass along Broadway going to and from the Brown County Recycle Center.

This is causing an ongoing hazard of property damage and injury, specifically for bicyclists in this popular biking area. It is also likely a violation of WI SS# 346.94(5) & (7) along with the corresponding Ashwaubenon Village Ordinance # 7-2-26.

Recycle Center staff currently use a street sweeper stationed there to sweep Broadway at Globe twice per week. They do not sweep to Pilgrim or Hansen. This sweeper will be moved to the South Landfill at the end of 2021.

The circumstance involves all Communities in Brown County and Brown County.

Possible solutions are (But not limited to):

1. Stop accepting glass at the facility.
 - a. Not extremely popular
2. Require involved trucks to be spill proof.
 - a. Allegedly expensive to replace liners which is now done twice per year.
3. Recycle Center staff sweep Broadway to Hansen and Pilgrim twice per week (Weather permitting) including once on Friday afternoon.
 - a. Requires budgeting to replace the sweeper in 2022 or –
 - b. Truck in another county owned street sweeper at least twice per week.
 - i. Staff time intense and expensive

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ii. Ashwaubenon does not care to contract for the responsibility.

I am told this is an ongoing problem and believe it necessitates a long-term solution.

Port & Resource Recovery Director Dean Haen informed Brown County Recycling has been on Broadway for 25-years. They keep and move recyclables, then consolidate to bigger trucks and move them out. Broken glass was not new, they have managed it historically, Broadway is a county trunk, so the Highway Department sweeps it four or five times a year. For whatever reason they had been getting a lot of complaints this year. They were in the best situation they have ever been, they had a street sweeper for the south landfill sitting there so they have been using it regularly and documenting the glass they're seeing it, which they're not seeing that much. Landwehr guessed there was nice weather, people out more, the whole area is developing a lot more and there seems to be more trails, more bikers in that area this year, etc.

Haen reiterated they was glass and they were managing it and will till the end of the year with the sweeper there but what about next year? It doesn't make sense for them to buy \$160,000 piece of equipment to put 2-hours on it a week. They can buy a little sweeper; they're looking at it but they will only do their own property. He was going to work with Highway to see if they can get a different frequency and work with the village to see if they can have a different frequency coming into that area. He also talked to the bikers. The village had a new development where the Schneider pumpkin patch was, they're going to put a bridge across that and people will be able to bike from Ashwaubomay Lake all along the river until you get to the marina, bypassing the recycling center.

**Motion made by Supervisor Dantine, seconded by Supervisor Suennen to hold for one month. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Other

19. Acknowledging the bills.

Motion made by Supervisor Suennen, seconded by Supervisor Dantine to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

20. Such other matters as authorized by law.

Landwehr informed Dantine and he will be on the joint committee regarding facilities. Regarding next month, he will try to get the meetings moved to Room 200 of the Northern Building.

21. Adjourn.

Motion made by Supervisor Suennen, seconded by Supervisor Dantine to adjourn at 6:55 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Legislative Specialist

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, March 22, 2021, 3:30 p.m.
Meeting Held Through Cisco WebEx

ROLL CALL:

Tom Diedrick-Vice Chair	<u> X </u>	Ann Hartman	<u> X </u>
John Fenner	<u> X </u>	Sup. Megan Borchardt	<u> Abs </u>
Corday Goddard-Chair	<u> X </u>		

OTHERS PRESENT: Patrick Leifker, Megan Walker (ICS), Matt Roberts (ICS), Cinnamon Harley (Apt. Assoc. of NE WI), Dave Diedrick & Kathy Meyer

APPROVAL OF MINUTES:

1. Approval of the minutes from the February 15, 2021 meeting of the Brown County Housing Authority.

A motion was made by A. Hartman seconded by T. Diedrick to approve the minutes from the February 15, 2021 meeting of the Brown County Housing Authority. Motion carried.

COMMUNICATIONS:

None

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program:

- A. Preliminary Applications
There were 111 preliminary applications for February.
- B. Unit Count
The unit count for February 2,855.
- C. Housing Assistance Payments Expenses
The February HAP expense totaled \$1,468,678.
- D. Program Activity/52681B (administrative costs, portability activity, SEMAP)
Not reported on during BCHA Meeting.
- E. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

In February there were 76 active FSS clients, 58 clients in level one; 15 clients in level two; 1 client in level three and 2 clients in level four. There was 1 new contract signed, 1 graduates, 46 active escrow accounts and 47 active homeowners.
- F. VASH Reports (new VASH and active VASH)
For February there was 1 new VASH client, for a total of 40 active VASH clients.
- G. Langan Investigations Criminal Background Screening and Fraud Investigations
For February there were 5 new investigations, 2 active and 3 closed. Fraud Investigations 2 were in Green Bay. Initial applications majority were in Green Bay with Allouez and Ashwaubenon.

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

OLD BUSINESS:

None

NEW BUSINESS:

3. Consideration and review of a presentation by Cinnamon Harley of the Apartment Association of Northeastern WI regarding the landlord survey that was conducted as well as the results.

Cinnamon Harley, a member of the Apartment Association of Northeastern WI joined today's meeting to discuss a recently conducted landlord survey as well as the results. Cinnamon stated she received a good response from the survey.

Survey questions and responses were reviewed.

Cinnamon reviewed and discussion occurred on comments she received on ideas on how to end homelessness from the perspective of a landlord.

Question asked of Cinnamon if there is one thing that really stands out that the Housing Authority should be made aware of, what would that be? Cinnamon stated that landlords are more on-board with this than even she realized, and there are ways that we can all come together to solve issues. Discussion occurred on expectations and responsibilities for both the landlord and the tenant.

Suggestion made by C. Goddard to have ICS at our next meeting to share with the Board with an update as to when we enter into an agreement with a landlord and/or tenant what the current expectations are and continue this conversation with ICS.

A motion was made by J. Fenner, seconded by A. Hartman to invite ICS at our next meeting to share with the Board what the current state of the contract is with the landlord/tenant. Motion carried.

4. Consideration and review of the Section Eight Management Assessment Program (SEMAP) projections for the Brown County Housing Authority for Fiscal year ending December 31, 2020.

M. Walker explained the SEMAP process. This year, due to HUD waivers currently in place due to COVID-19, PHA's are not required to complete the certification for FY2020. ICS did prepare the information regardless of that waiver but will not submit the approval until required by HUD.

M. Walker stated that based on the projections that are provided, ICS anticipates being identified as a High Performing PHA if HUD would provide SEMAP ratings for FY2020.

A motion was made by T. Diedrick, seconded by A. Hartman to receive and place on file. Motion carried.

5. Consideration with possible action on the utilization of the Administrative Fee reserves to backfill an open "Housing Specialists" role with Integrated Community Solutions.

M. Roberts summarized the request to fill an open housing specialist position. M. Roberts explained that this position was not budgeted for and why when he created the 2021 budget. M. Roberts explained that in light of some HUD requests to lease-up the HCV program vouchers at a significantly higher level than currently being done, as well as the request to limit the cases being managed by the FSS Specialists to solely be FSS participants coupled with ICS managing caseloads, it has now presented a situation to fill this position. ICS staff are requesting approval from the Housing Authority Board to fill the open housing specialist position this year using administrative fee reserves.

Discussion occurred.

A motion was made by T. Diedrick, seconded by A. Hartman to allow ICS to approve the authorization to utilize administrative fee reserves if necessary, to backfill an open housing specialist role as presented to the Board. J. Fenner abstained from voting. Motion carried.

6. Consideration with possible action regarding BCHA Board's criteria to return to in-person meetings.

Patrick stated this is a follow-up based on a conversation Patrick had with J. Fenner and M. Borchardt concerning return to in-person meetings. It was felt that further conversation should be had at the BCHA Board level to gauge everyone's criteria for returning to in-person meetings. P. Leifker opened up for further discussion. Discussion occurred. Recommendation made to continue virtual meetings until the County goes back to pre-pandemic business as usual. P. Leifker will keep the Board informed.

BILLS AND FINANCIAL REPORT:

7. Consideration with possible action on acceptance of BCHA BILLS.

P. Leifker reviewed the bills.

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

8. Consideration with possible action on acceptance of BCHA Financial Report.

P. Leifker presented the financial report.

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

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

9. Executive Director's Report.

No report.

OTHER: No other business.

Date of next scheduled meeting: April 19, 2021.

A motion was made by T. Diedrick, seconded by A. Hartman to adjourn the meeting. Motion carried.

Meeting adjourned at 4:17pm

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, April 19, 2021, 3:30 p.m.
Meeting Held Through Cisco WebEx

ROLL CALL:

Tom Diedrick-Vice Chair	<u> X </u>	Ann Hartman	<u> X </u>
John Fenner	<u> X </u>	Sup. Megan Borchardt	<u> X </u>
Corday Goddard-Chair	<u> X </u>		

OTHERS PRESENT: Patrick Leifker, Megan Walker (ICS), Katie Olbinski (ICS), Cheryl Renier Wigg (Green Bay Housing Authority), Stephanie Schmutzer (Green Bay Housing Authority) & Kathy Meyer

APPROVAL OF MINUTES:

1. Approval of the minutes from the March 22, 2021 meeting of the Brown County Housing Authority.

A motion was made by J. Fenner, seconded by T. Diedrick to approve the minutes from the March 22, 2021 meeting of the Brown County Housing Authority. Motion carried.

COMMUNICATIONS:

None

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program:

- A. Preliminary Applications
There were 115 preliminary applications for March.
- B. Unit Count
The unit count for March 2,889.
- C. Housing Assistance Payments Expenses
The March HAP expense totaled \$1,463,457.
- D. Program Activity/52681B (administrative costs, portability activity, SEMAP)
Not reported on during BCHA Meeting.
- E. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

In March there were 76 active FSS clients, 58 clients in level one; 15 clients in level two; 1 client in level three and 2 clients in level four. There were 0 new contracts signed, 0 graduates, 47 active escrow accounts and 48 active homeowners.
- F. VASH Reports (new VASH and active VASH)
For March there was 2 new VASH clients, for a total of 42 active VASH clients.
- G. Langan Investigations Criminal Background Screening and Fraud Investigations
For March there were 5 new investigations, 2 active and 3 closed. Fraud Investigations 2 were in Green Bay. Initial applications majority were in Green Bay with Bellevue and Wrightstown to follow.
- H. Quarterly Langan Denials Report.
No denials.

- I. Quarterly Active Cases Breakdown.
Head of Household is not Elderly or Disabled but have earned income, 341%; Head of Household is not Elderly or Disabled, with earned income, 66%.
- J. Quarterly End of Participation.
The top reasons for termination in the 1st quarter were Voluntary Termination (40%), Family Obligations Violation (18%), and Port Outs Absorbed (15%).
- K. Quarterly Customer Service Satisfaction.
71% Excellent, 19% Very Good, and 10% Good.

Question asked if we're seeing growth in both Wrightstown and Bellevue? M. Walker stated that in March there were 5 applicants from Bellevue and 2 applicants from Wrightstown. They're not utilizing their vouchers there, they just applied with those addresses. Wrightstown might be up slightly.

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

OLD BUSINESS:

- 3. Consideration with possible action to establish goals for BCHA for 2021.

P. Leifker provided a brief overview. This is a follow-up from the February meeting where we discussed putting in place some goals for 2021 for the Housing Authority. It was determined at that meeting that John, Megan and Patrick would meet and lay the groundwork for some goals that the Housing Authority and the Commissioner's would be interested in pursuing.

Originally our goals were for 2021; however, we thought these goals should be extended thru 2022.

P. Leifker reviewed the five proposed goals with the Board. Discussion occurred.

A motion was made by J. Fenner, seconded by M. Borchardt to accept the 2021-2022 goals. Motion carried.

- 4. Consideration with possible action to create a subcommittee within the Brown County Housing Authority for the purpose of collaborating with community members as it relates to the BCHA's involvement within the community.

P. Leifker stated that this is item #1 of the 2021-2022 goals – the creation of a subcommittee. P. Leifker stated that he, Megan and John touched on some criteria, but are looking for the Board to offer some additional guidance in establishing the criteria, specifically the sections of the population we should be targeting for membership, preference of the Board of member size whether it should be 9 or 11 members, membership term, mission statement, etc. P. Leifker opened up the floor for conversation of the Board. Question asked on membership makeup. P. Leifker stated membership is open to anyone who is willing to work with the Housing Authority. P. Leifker stated he thought it should be a cross representation of the community as a whole. P. Leifker stated from his conversations with J. Fenner and M. Borchardt they would like to see a couple of landlords participate on the subcommittee to get their perspective.

Brief discussion occurred.

C. Goddard recognized Cheryl Renier Wigg. C. Renier-Wigg stated she would be happy to sit on the subcommittee and stated that the city council is interested in how we can work together to educate landlords and get more landlords engaged in the program.

A motion was made by T. Diedrick, seconded by M. Borchardt to go with an 11-person commission.

The motion was amended by T. Diedrick, seconded by M. Borchardt to go with an 11-person commission and charge this committee to put together a preliminary list of names based on our conversation today and bring the list back to our May Board meeting for discussion. Motion carried.

NEW BUSINESS:

5. Follow up discussion by BCHA Board regarding presentation by the Apartment Association at prior month's meeting.

Follow-up to last month's presentation and to see if the Board wanted to address anything with regards to the Apartment Association and partnering with the Housing Authority.

Brief discussion occurred regarding the survey results that were shared.

J. Fenner stated he thought Cinnamon would be a good candidate to sit on the subcommittee. P. Leifker stated that she has expressed an interest in sitting on the subcommittee.

6. Consideration with possible action on presentation of HCV program's lease and contract requirements.

M. Walker stated that this is a follow-up from last month's meeting where there were some questions concerning ICS's process on lease and contract requirements.

M. Walker provided an overview of their process, including some of the contract forms used.

A motion was made by M. Borchardt, seconded by J. Fenner to receive and place on file the HCV program's lease and contract requirements. Motion carried.

7. Consideration with possible action on approval of updated Utility Allowances for the Housing Choice Voucher Program.

M. Walker provided an update on the Utility Allowances for the Housing Choice Voucher Program. On an annual basis, PHA's are required to reevaluate their utility allowances for the Housing Choice Voucher Program. M. Walker reviewed the utility allowance comparison charts included in the meeting agenda packet. M. Walker stated minimal change from last years.

A motion was made by M. Borchardt, seconded by T. Diedrick to approve the updated Utility Allowances for the Housing Choice Voucher Program. Motion carried. J. Fenner abstained from vote.

BILLS AND FINANCIAL REPORT:

8. Consideration with possible action on acceptance of BCHA BILLS.

P. Leifker reviewed the bills.

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

9. Consideration with possible action on acceptance of BCHA Financial Report.

No report.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

10. Executive Director's Report.

P. Leifker shared information on the Wisconsin Emergency Rental Assistance (WERA) Program. Brown County has partnered with NEWCap and NEWCap will administer the funds for the Emergency Rental Assistance Program for Brown County. Information is available on NEWCap's website.

OTHER: No other business.

Date of next scheduled meeting: May 17, 2021.

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

Meeting adjourned at 4:25pm

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, May 17, 2021, 3:30 p.m.
Meeting Held Through Cisco WebEx

ROLL CALL:

Tom Diedrick-Vice Chair	<u> X </u>	Ann Hartman	<u> X </u>
John Fenner	<u> X </u>	Sup. Megan Borchardt	<u> X </u>
Corday Goddard-Chair	<u> X </u>		

OTHERS PRESENT: Patrick Leifker, Megan Walker (ICS), Dave Diedrick, Cheryl Renier Wigg, Mark Steuer, Stephanie Schmutzer & Kathy Meyer

APPROVAL OF MINUTES:

1. Approval of the minutes from the April 19, 2021 meeting of the Brown County Housing Authority.

A motion was made by J. Fenner seconded by M. Borchardt to approve the minutes from the April 19, 2021 meeting of the Brown County Housing Authority. Motion carried.

COMMUNICATIONS:

2. Appointment of Ann Hartman to the Brown County Housing Authority for a five-year term expiring on April 30, 2026.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:

- A. Preliminary Applications
There were 125 preliminary applications for April.
- B. Unit Count
The unit count for April was 2,885.
- C. Housing Assistance Payments Expenses
The April HAP expense totaled \$1,478,769.
- D. Program Activity/52681B (administrative costs, portability activity, SEMAP)
Not reported on during BCHA Meeting.
- E. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

In April there were 77 active FSS clients, 75% of clients in level one; 19% of clients in level two; 3% of clients in level three and 3% of clients in level four. There was 1 new contract signed, 0 graduates, 48 active escrow accounts and 47 active homeowners.
- F. VASH Reports (new VASH and active VASH)
For April there were 0 new VASH clients, for a total of 42 active VASH clients.
- G. Langan Investigations Criminal Background Screening and Fraud Investigations
For April there were 4 new investigations, 2 active and 2 closed. Of the 58 background checks, 57 were approved, 1 denied. Fraud Investigations were in the City of Green Bay. Initial applications majority were in Green Bay, followed by Allouez, New Franken, Howard and Suamico.

A motion was made by A. Hartman, seconded by T. Diedrick to receive and place on file. Motion carried.

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OLD BUSINESS:

None

NEW BUSINESS:

4. Consideration with possible action regarding the award of Emergency Housing Vouchers to the Brown County Housing Authority.

P. Leifker stated that on May 10th, he was notified that the Housing Authority was awarded 35 additional vouchers designated for Emergency Housing Vouchers (EHV). These vouchers have an effective date of July 1, 2021. P. Leifker stated these vouchers are to assist individuals and families who are experiencing homelessness (there are four categories under homelessness) that they can qualify for these vouchers.

P. Leifker explained how the EHV vouchers were awarded to BCHA, and summarized how the EHV vouchers are administered and noted that they vary slightly from the standard Housing Choice Vouchers units.

P. Leifker stated that BCHA has 14 days to respond to the award letter, and can either decline the award, accept the full allocation, accept the full allocation *and* more should more vouchers become available, or accept a lesser voucher total (minimum of 25 vouchers). Responses are required to be submitted to HUD by May 24th, 2021.

Discussion occurred regarding needs, apartment availability, if additional staff would need to be hired to administer these vouchers, and benefits of accepting the EHV vouchers.

A motion was made by J. Fenner, seconded by M. Borchardt to accept all 35 Emergency Housing Vouchers. Motion carried.

5. Consideration with possible action to review "Renewal Term" of BCHA's contract with Integrated Community Solutions to continue program administration for another two-year term through December 31, 2023.

P. Leifker summarized the contract renewal terms between BCHA and Integrated Community Solutions.

Discussion occurred.

A motion was made by T. Diedrick, seconded by A. Hartman to approve the 2-year contract renewal term commencing on January 1, 2022 through December 31, 2023. Motion carried.

6. Update regarding Berkshire Ashwaubenon Project by General Capital.

P. Leifker provided a brief update on the presentation to the Board back in October 2020 by General Capital regarding their Berkshire Ashwaubenon Project. They were approved for their Low Income Housing Tax Credits application. We had provided a letter of support for 8 project-based vouchers within that development. P. Leifker stated he will develop and publish an RFP. P. Leifker stated he will have this RFP for your review at the June meeting.

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

7. Consideration with possible action on the approval of the BCHA subcommittee governing document.

P. Leifker stated at the last meeting we had approved for the BCHA to create a subcommittee and to move forward as one of our goals for 2021-2022 and part of that conversation was a recommendation by John, Megan, and Patrick to recommend participants for the subcommittee. P. Leifker stated that he thought it would be best to start with a governing document.

P. Leifker reviewed the governing document with the Board and opened the floor for discussion.

Discussion occurred.

J. Fenner and C. Goddard volunteered to sit on the subcommittee.

A motion was made by A. Hartman, seconded by J. Fenner to approve the BCHA subcommittee governing document. Motion carried.

8. Consideration with possible action on approval of the Passbook Savings Rate, which determines asset calculations for housing assistance payments.

P. Leifker stated that this is the standard annual approval. P. Leifker summarized what the Passbook Savings Rate and how the calculations are determined.

P. Leifker stated that his recommendation to the Board is we remain the passbook savings rate at zero percent.

A motion was made by M. Borchardt, seconded by T. Diedrick to approve keeping the passbook savings rate at zero percent. J. Fenner abstained from voting. Motion carried.

9. Review of ICS's Annual Report for 2020 for the housing programs, self-sufficiency programs and customer service.

M. Walker reviewed the annual report for 2020 for the housing program. M. Walker stated that ICS was able to maintain their entire program throughout the year during the pandemic but noted that inspections was the only thing impacted by the pandemic.

A motion was made by J. Fenner, seconded by M. Borchardt to receive and place on file ICS's Annual Report for 2020. Motion carried.

BILLS AND FINANCIAL REPORT:

10. Consideration with possible action on acceptance of BCHA BILLS.

P. Leifker reviewed the bills.

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

11. Consideration with possible action on acceptance of BCHA Financial Report.

P. Leifker presented the financial report.

A motion was made by M. Borchardt, seconded by T. Diedrick to accept and place on file the BCHA Financial Report. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

12. Executive Director's Report.

P. Leifker stated that as was previously mentioned, the BCHA will have to create a Request for Proposal (RFP) in response to the LIHTC Award for the Berkshire Ashwaubenon. P. Leifker asked the commissioners if they would be willing to create an RFP that would have a wider scope to potentially explore other Project Based Voucher opportunities with other developers/owners. The BCHA Board was open to the idea that the RFP would have a wide scope and the PBV selection committee will review any proposals that are received before the Board offers their final approval.

OTHER: No other business.

Date of next scheduled meeting: June 21, 2021.

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

Meeting adjourned at 4:30pm

MINUTES
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, February 3, 2021 - 6:30 pm
Brown County Public Works Department
2198 Glendale Ave., Green Bay

Note: Due to the COVID-19 pandemic, the meeting was held with an in-person or virtual attendance option for commissioners, staff, and the general public.

ROLL CALL (Attendance recorded as I = In-Person, V = Virtual (video and sound), and P = Phone only:

Paul Blindauer	<u>V</u>	Pat Hopkins	<u>I</u>	Jonathon LeRoy	<u>V</u>
Brian Brock	<u>Exc</u>	Elizabeth Hudak	<u>V</u>	Dan Lindstrom	<u>V</u>
Devon Coenen	<u>I</u>	Emily Jacobson	<u>V</u>	Gary Pahl	<u>I</u>
Norbert Dantine, Jr.	<u>I</u>	Kathleen Janssen	<u>V</u>	Terry Schaeuble	<u>Abs</u>
Dean Erickson	<u>Abs</u>	Dotty Juengst	<u>V</u>	Glen Severson	<u>V</u>
Steve Gander	<u>I</u>	Dave Kaster	<u>I</u>	Ray Suennen	<u>I</u>
Steve Grenier	<u>V</u>	Michelle Kerr	<u>V</u>	Mark Thomson	<u>I</u>
Mark Handeland	<u>V</u>	Patty Kiewiz	<u>V</u>	Matthew Woicek	<u>V</u>
Matthew Harris	<u>V</u>	Joy Koomen	<u>V</u>		
Phil Hilgenberg	<u>V</u>	Jay Krueger	<u>V</u>		

Others Present: Stacey Belleau (V), Cole Runge (I), Dan Teaters (I), and Kathy Meyer (I).

1. Approval of the minutes of the January 6, 2021 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl, seconded by D. Coenen to approve the minutes of the January 6, 2021 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Election of officers to the Brown County Planning Commission Board of Directors.
 - a. President
 - b. Vice President
 - c. Reappointment of the Planning Director as the Secretary-Treasurer

D. Kaster made a motion to nominate Norb Dantine as President, seconded by P. Blindauer. No further nominations.

P. Hopkins made a motion, seconded by G. Pahl to close nominations, and to elect Norb Dantine as President. Motion carried.

G. Pahl made a motion to nominate Steve Grenier as Vice President, seconded by P. Blindauer. No further nominations.

R. Suennen made a motion, seconded by G. Pahl to close nominations, and to elect Steve Grenier as Vice President. Motion carried.

A motion was made by P. Blindauer and seconded by P. Kiewiz to reappoint the Planning Director as Secretary-Treasurer of the Brown County Planning Commission Board of Directors. Motion carried.

3. Discussion and action regarding revisions to the Green Bay Urbanized Area's Functional Classification System.

C. Runge stated that we had on tonight's agenda a recommendation to make a revision to our Urbanized Area's Functional Classification System to identify the portion of the south bridge connector between Interstate 41 and State Highway 32/57 as a Planned Urban Principal Arterial.

C. Runge stated staff received a phone call from the Federal Highway Administration stating that federal highway staff wanted to discuss this further.

C. Runge stated staff is requesting that we postpone approval indefinitely until we receive further guidance from the Federal Highway Administration.

A motion was made by R. Suennen, seconded by E. Jacobson to postpone indefinitely until staff receive further guidance from the Federal Highway Administration. Motion carried.

4. Presentation and discussion regarding a Minor ESA Amendment in the Town of Ledgeview ESA 2020-06.

D. Teaters presented a Minor ESA Amendment in the Town of Ledgeview via PowerPoint.

Staff received an inquiry from the property owner regarding a planned pool addition to their existing home. On a site visit, staff identified a terraced area on the hillside which was identified as an ESA in their plat. The property owner did not commit the ESA violation; the violation was from a previous owner. Two options were presented to the property owner to remedy the violation.

D. Teaters reviewed the existing conditions and the two options presented to the property owner. The first option was to complete a major ESA amendment to remove the terraced area of the hillside from the ESA area. The second option was to complete a minor ESA amendment to remove the terraced area of the hillside from the platted ESA area and replace a like amount of ESA acreage on the property adjacent to the existing ESA.

To minimize further disruption and possible damage to the ESA area, the terraced area will remain as is and the terraced area of the hillside will be removed from the platted ESA area and replaced with an equal amount of ESA acreage on the property adjacent to the existing ESA. This ESA amendment will bring the property back into compliance with the 2040 Brown County Sewage Plan.

Staff approved the minor ESA amendment subject to the conditions identified in the staff report.

5. Presentation and discussion regarding a Minor ESA Amendment in the Town of Humboldt ESA 2020-07.

D. Teaters presented a Minor ESA Amendment in the Town of Humboldt via PowerPoint.

D. Teaters stated staff received a request to remove ESA area to accommodate the construction of a home and reallocate ESA acreage adjacent to an existing ESA on site.

D. Teaters reviewed the existing conditions. The property was created via a CSM. The property is largely made up of a manmade pond, wetland features, and a manicured lawn.

Staff worked with the property owners and asked them to develop an erosion control plan for the construction of the home (which they did) and provided it to staff.

D. Teaters stated ESA impacts would be negligible.

Staff approved the minor ESA amendment subject to the conditions identified in the staff report.

6. Discussion and action regarding the creation of a Technical Advisory Committee to the 2040 Brown County Sewage Plan.

D. Teaters provided an overview of the Brown County Sewage Plan. The plan states that it should be periodically reviewed to ensure that it continues to properly reflect local and regional objectives and needs. The Brown County Sewage Plan was last updated in 2015.

To assist in the development of this Plan update, D. Teaters stated we are looking to create a Technical Advisory Committee with representation from the communities, state, federal, and regional entities along with representation from the Brown County Planning Commission Board of Directors.

Discussion occurred.

Tonight, staff is requesting approval for the creation of the advisory committee, and staff is requesting two volunteers from the Planning Commission Board to serve on the committee.

A motion was made by S. Grenier, seconded by P. Hopkins to approve the creation of a Technical Advisory Committee to the 2040 Brown County Sewage Plan. Motion carried.

Norb Dantine volunteered to serve on the advisory committee. D. Teaters will follow-up with Joy Koomen to verify interest in volunteering on the committee.

7. Brown County Planning Commission staff updates to work activities during the month of January 2021.

A motion was made by D. Kaster, seconded by M. Thomson to receive and place on file the staff updates on work activities during the month of January 2021. Motion carried.

8. Planning Directors Report.

C. Runge gave an update on the Hwy 29 County VV Interchange project.

C. Runge stated Lisa Conard has been promoted to Principal Planner.

C. Runge gave an update on the Southern Bridge project.

9. Other matters.

None

10. Adjourn.

A motion was made by G. Pahl, seconded by S. Gander to adjourn. Motion carried.

The meeting adjourned at 7:10 p.m.

MINUTES
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, April 7, 2021 - 6:30 pm
Brown County Public Works Department
2198 Glendale Ave., Green Bay

Note: Due to the COVID-19 pandemic, the meeting was held with an in-person or virtual attendance option for commissioners, staff, and the general public.

ROLL CALL (Attendance recorded as I = In-Person, V = Virtual (video and sound), and P = Phone only:

ROLL CALL:

Paul Blindauer	<u>V</u>	Matthew Harris	<u>V</u>	Jonathon LeRoy	<u>V</u>
Brian Brock	<u>V</u>	Phil Hilgenberg	<u>V</u>	Dan Lindstrom	<u>V</u>
Devon Coenen	<u>I</u>	Pat Hopkins	<u>I</u>	Gary Pahl	<u>I</u>
Norbert Dantine, Jr.	<u>I</u>	Elizabeth Hudak	<u>V</u>	Dan Segerstrom	<u>EXC</u>
Steve Deneys	<u>I</u>	Emily Jacobson	<u>V</u>	Glen Severson	<u>V</u>
Dean Erikson	<u> </u>	Dotty Juengst	<u>V</u>	Ray Suennen	<u>I</u>
Steve Gander	<u> </u>	Dave Kaster	<u>I</u>	Mark Thomson	<u>EXC</u>
Mike Goral	<u>I</u>	Patty Kiewiz	<u>V</u>	Matthew Woicek	<u>EXC</u>
Steve Grenier	<u> </u>	Joy Koomen	<u> </u>		
Mark Handeland	<u>V</u>	Jay Krueger	<u>V</u>		

Others Present: Stacey Belleau (V), Lisa Conard (I), Sarah Radant (V), and Cole Runge (I).

1. Welcome Steve Deneys, representative for the Towns of Scott and Pittsfield, Mike Goral, representative for the Towns of Eaton and New Denmark, and Dan Segerstrom, representative for the Villages of Denmark, Pulaski and Wrightstown to the Planning Commission.

N. Dantine welcomed new members.

2. Approval of the minutes of the February 3, 2021 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl, seconded by P. Hopkins, to approve the minutes of the February 3, 2021 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

3. Receive and place on file the draft minutes of the March 8, 2021 meeting of the Transportation Coordinating Committee (TCC).

A motion was made by D. Kaster, seconded by P. Hopkins, to receive and place on file the draft minutes of the of the March 8, 2021 meeting of the Transportation Coordinating Committee (TCC). Motion carried.

4. Discussion and action on the Draft Major Amendment #2 to the 2021-2024 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard noted as detailed in the staff report, the MPO is required to issue an amendment to the *Transportation Improvement Program (TIP)* when any programming or funding changes related to the urbanized area's federally funded road, highway, and public transit projects are proposed.

WisDOT staff has requested that the Brown County Planning Commission Board of Directors amend the current TIP to reflect the addition of design work for the I-41 Expansion Project.

L. Conard continued that the project includes design work for the reconstruction of 23 miles of I-41 from Scheuring Road in De Pere to STH 96 in Appleton. The project will seek to improve congestion, safety,

surface condition, and geometrics. The design work is scheduled for 2021 and 2022 at an estimated cost of \$4,200,000.

MPO staff completed the necessary public review process and recommends approval.

D. Kaster asked about recent work on this segment of I-41.

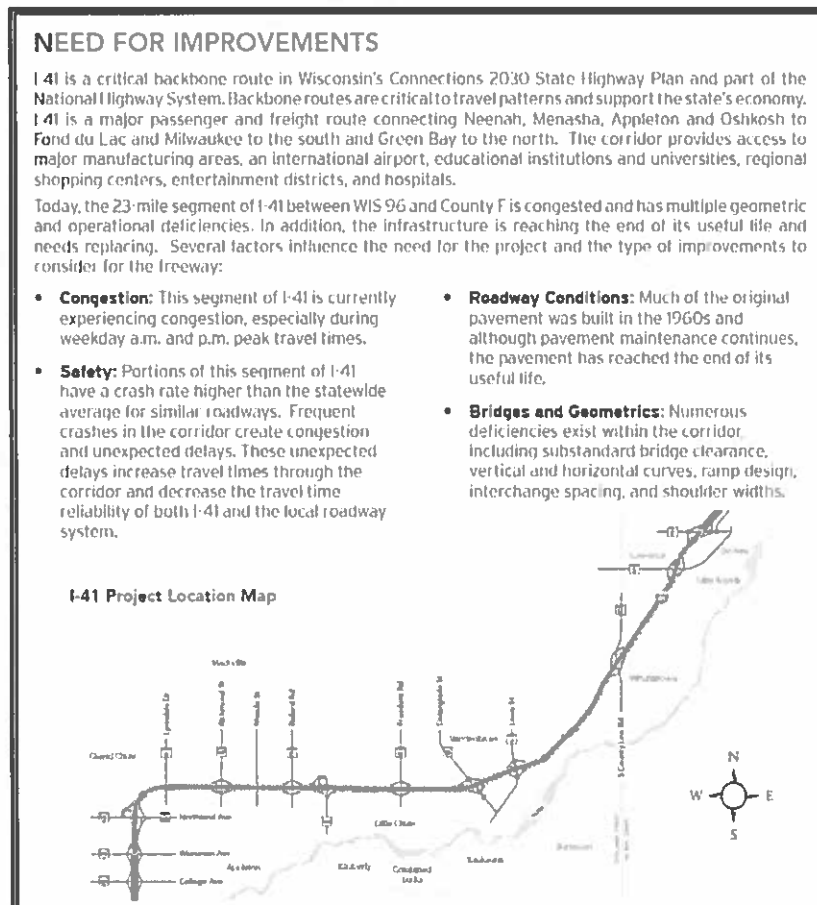
C. Runge acknowledged this work noting that several improvements were made to the freeway in advance of being designated as an Interstate. This work included shoulder widening and work on select interchanges. The requirements for Interstate designation are more stringent than that of US Highways. The project in the amendment is design for widening of I-41 by one lane in each direction. It also includes a new interchange at Southbridge Road.

D. Kaster noted the letter received during the public review and comment period and the relationship to the project.

L. Conard noted that the individual had questions about whether the MPO was in compliance with the Americans with Disabilities Act. L. Conard noted that, as an agency, the MPO is in compliance with all applicable federal laws as detailed in Appendix E.

B. Brock confirmed C. Runge's comments regarding recent improvements to I-41 and noted that maintenance work also occurred.

B. Brock referenced the project justification page in the staff report.



B. Brock noted that the project team will conduct extensive public outreach and it is anticipated that a public meeting will be held in the near future.

A motion was made by G. Pahl, seconded by D. Coenen to approve the Draft Major Amendment #2 to the 2021-2024 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried by a vote of 21-0.

5. Discussion and action regarding \$29,284 in Federal Section 5310 Program funds made available to the Green Bay Metropolitan Planning Organization (MPO) from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and funding awards.

L. Conard stated that Federal Section 5310 provides funding for transportation-related services and equipment that assist seniors and people with disabilities. The MPO is designated with project approval authority for the Green Bay Urbanized Area.

On December 27th the Coronavirus Response and Relief Supplemental Appropriations Act, which included Section 5310 supplemental appropriations for COVID-19 relief, was signed into law.

L. Conard continued that after administrative fees, the MPO will be able to award \$29,284 to projects that demonstrate a strong relationship to the Coronavirus. MPO staff issued a request for projects and one application was received.

Green Bay Metro is requesting funds to offset the cost of three Quantum automatic wheelchair securement stations to be installed on three fixed route buses.

L. Conard noted that the automatic wheelchair securement device allows passengers to secure their wheelchair themselves with a touch of a button and without the help of the driver, eliminating the close contact that is required with traditional securement systems.

Since the project is beneficial to people with disabilities and demonstrates a strong relationship to the Coronavirus, the Transportation Coordinating Committee, which met on March 8, made a recommendation to the BCPC Board for approval.

C. Runge played a 39 second video demonstrating the use of a Quantum securement station.

A motion was made by P. Hopkins, seconded by P. Blindauer to approve \$29,284 in Federal Section 5310 funds to offset the cost of three Quantum automatic wheelchair securement stations to be installed on three Green Bay Metro fixed route buses.

L. Conard informed the BCPC Board that the most recent stimulus act, American Rescue Plan Act or ARPA, has made available the same amount or \$29,284 to the Green Bay Urbanized Area and staff will be bringing this to the BCPC Board for action (tentatively scheduled for August).

6. Brown County Planning Commission staff updates on work activities during the month of February and March 2021.

A motion was made by P. Kiewiz, seconded by D. Coenen, to receive and place on file the staff updates on work activities during the months of February and March 2021. Motion carried.

7. Planning Directors Report.

C. Runge noted that Dan Teaters resigned from the planning commission and has accepted the job of Zoning Administrator for the Town of Ledgeview. C. Runge stated that the process of filling the position went very quickly. Interviews have been conducted and an individual has accepted the position and will start on April 19.

C. Runge stated that D. Teaters' Environmentally Sensitive Area (ESA) and Sewer Service Area (SSA) duties have been assigned permanently to Devin Yoder, Senior Planner.

C. Runge has been handling D. Teaters' land division responsibilities, and this will continue until the new Senior Planner starts on April 19.

D. Yoder will be in charge of the update to the Brown County Sewage Plan Update. The first steering committee meeting is scheduled for next week.

The new Senior Planner will be updating the Brown County Subdivision Ordinance (Chapter 21), and that process will begin in July.

C. Runge noted that the department is currently recruiting a Senior Transportation Planner and interviews have been scheduled.

N. Dantine asked C. Runge to provide a brief history and update on the status of the STH 29/CTH VV Interchange and South Bridge Connector projects as there are several new planning commission members.

C. Runge provided the history of the conversion of STH 29 as an expressway to a freeway. The last piece, which is the construction of the interchange at STH 29 and CTH VV, is underway.

Brown County applied for a very competitive federal discretionary grant for the STH 29/CTH VV project, and the project was awarded nearly \$20 million.

R. Suennen suggested that WisDOT did not offer up as much state money for the project as they have done for other projects.

C. Runge noted that project is able to move forward because WisDOT has been willing to take on the heavy administrative burden associated with the project, which is something Brown County does not have the staff to do. WisDOT's staff contribution has been significant. The project is scheduled to be completed in the fall of 2022.

C. Runge provided a history of the South Bridge Connector project noting that it first appeared in county plans in the 1960s. C. Runge continued that after many years of study and the completion of a Tier 1 Environmental Impact Statement (EIS), the Record of Decision (ROD) was signed in October of 2020, which, per agreement with WisDOT, will allow a new Interchange at I-41 and Southbridge Road to be included in WisDOT's I-41 expansion project.

C. Runge stated that the project will likely be built in five segments. Section one includes the section from Packerland Drive to Lawrence Drive, and it includes the new interchange at I-41.

D. Lindstrom asked about membership for the steering committee for the sewer service area plan.

C. Runge noted that staff will be putting together the plan on behalf of the Wisconsin Department of Natural Resources (DNR). The DNR delegates Brown County to write the plan and carry out code enforcement administration.

Communities included on the committee include those that are partially in/partially out of the sewer service area (SSA). Communities such as De Pere and Green Bay that are already completely within the SSA do not have representation on the committee. Everyone is welcome to attend the committee meetings as they are open to the public. Staff will also update the planning commission throughout the development of the plan.

P. Blindauer stated he saw on the news that high-speed passenger rail could be coming to Green Bay and stated he supports that effort.

C. Runge noted that approved MPO plans, including the long-range plan, endorse the development of high-speed passenger rail if found to be feasible.

R. Suennen mentioned the need for parking at the train station and the need for transportation to your final destination once you reach the terminal (first and last mile issue).

Discussion regarding the convenience and affordability of the Hiawatha rail service between Milwaukee and Chicago occurred.

P. Blindauer stated he would use such service as this would allow him the ability to work on the train for 3 or 4 hours each way.

G. Pahl asked if anyone knows how many people travel between Green Bay and Milwaukee each day.

C. Runge stated that information is not known.

P. Kiewiz noted that the Transportation Center is a hub for private intercity bus operators. Multiple buses leave the center each day and travel to Milwaukee. P. Kiewiz estimates that 20-30 people each day use the service.

8. Other matters.

None.

9. Adjourn.

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

The meeting adjourned at 7:16 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

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday, April 19, 2021**
at the Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was called to order by Solid Waste Board Vice Chair, Mark Vanden Busch at 2:30PM.

2) Roll Call:

Present: Mark Vanden Busch, Vice Chair
Norb Dantinne
Michael Lefebvre
Doug Martin
John Myers (non-voting)
Mike VanLanen
Bill Seleen

Excused: John Katers, Chair
David Landwehr

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Claire Westlund, Brown County P&RR
Ben Hintz, Brown County P&RR
Jon Logan, Brown County P&RR
Chris Blan, Brown County P&RR
Michael Geiger, Town of Holland

3) Approval/Modification – Meeting Agenda

Mark Vanden Busch requested items 9 and 10 on the agenda be changed to updates, as they do not need board approval. Additionally, the bids have not been received from items 11 and 12, requested to carry over to the May meeting.

A motion to approve the agenda as modified was made by Bill Seleen and seconded by Michael Lefebvre. Unanimously approved.

4) Approval/Modification – Meeting Minutes of February 15, 2021

Page 3, Item 7, Michael Lefebvre requested that the section stating, "the statement of qualifications wasn't required to submit with the initial bid," be removed to reflect these were required. Additionally, section 9 had a misprint within the second sentence that did not state the budget number.

A motion to approve the February 15, 2021 minutes as modified was made by Norb Dantinne and seconded by Doug Martin. Unanimously approved.

5) Approval/Modification – Meeting Minutes of March 15, 2021

Mark Walter questioned if the lack of quorum would affect these being officially called minutes? Norb Dantinne stated that these would be received and placed on file rather than being approved. Director Dean Haen added that the lack of action taken, this would be considered an informational meeting.

Mr. Haen questioned if these would go to PDT, to which Mr. Dantinne answered they would be received and placed on file as they do not need approval.

Michael Lefebvre requested that the word "monofil" be corrected to "monofill". Additionally, within section 10, there was an additional period added at the end of the last sentence. On the last page, the second paragraph contained a typo in Mr. Lefebvre's name.

A motion to receive and place the March 15, 2021 minutes on file as modified was made by Norb Dantinne and seconded by Michael Lefebvre. Unanimously approved.

6) Announcements/Communications

Mr. Haen provided a communication written by Ed Byrnes along with an article regarding PFAs contamination and biochar to the Board

Mr. Haen announced that Ben Hintz has been hired as the Landfill Manager, the department will begin looking at filling the Resource Recovery Technician position. Transfer Station Scale Operator, Shelley Trembl, is retiring in May after 42 years. Account Clerk, Sheri McAllister, is also retiring in July.

Mr. Dantinne questioned if Outagamie County has any neighborhood conflicts with the new landfill opening. Mr. Haen is aware of a neighborhood association that opposes the current and future landfill.

7) Creation of a Vape and E-cigarette Collection Program

Chris Blan, the Hazardous Material Recovery Technician, explained that there has been an increase in the number of fires at Solid Waste facilities due to e-cigarette and vaping device batteries. There are no federal regulations or alternative disposal programs in this area; the only current option is to throw them in the trash. Mr. Blan proposed to create a collection program to safely dispose of these materials; the charge would be \$0.30 per device for Brown County residents.

Mr. Vanden Busch asked how many of these would be collected? Mr. Blan explained that it would be hard to quantify since this will be a voluntary program. Initially this program was

initiated for law enforcement to properly dispose of confiscated devices and batteries. It was decided to include the public into this program.

Mr. Vanden Busch questioned the safety concerns with having so many of these batteries in one place? Mr. Blan answered the devices will be packed in a manner using vermiculite that will reduce the risk of these devices igniting.

Mr. Dantine asked if lithium batteries would be collected with this program? Mr. Blan explained that lithium batteries are already accepted. The packaging for these are different than what will be required for the vaping or e-cigarette batteries and devices.

John Myers questioned what currently happens to the batteries that end up in the MRF? Mr. Haen explained that these items would be processed through the recycling facility, separated as a contaminant, and disposed of in the landfill. Mr. Walter explained that the size of the batteries makes it difficult to spot on the tipping floor which is why it is important ensure these stay out of the recycling.

A motion to approve the Creation of a Vape and E-cigarette Collection Program was made by Mike VanLanen and seconded by Michael Lefebvre. Unanimously approved

8) 2020 Annual Report

Mr. Haen went through the annual report that details resource recovery collection numbers, the South Landfill activities, and an overview of the Table of Organization. Additionally, this report reflects the various programs that were affected by COVID and the department financials. The 2020 goals' completeness, incompleteness, or in-progress statuses were reported. The last section of the report describes the 2021 goals, many of them concentrated around the South Landfill project. Mr. Lefebvre suggested the addition of the vape and e-cigarette collection program to the 2021 goals as being implemented.

Mr. Vanden Busch asked for clarification on the process of the goal setting to which Mr. Haen responded that staff is involved in the goal setting for the upcoming year and seeks board member and stakeholder input.

Mr. Vanden Busch also asked if the County Executive is involved in this process. Mr. Haen explained that the Annual Report will be approved by the County Board and will ultimately be discussed with Executive Streckenbach as part of the Director's performance evaluation goal setting.

A motion to approve the 2020 Annual Report as modified to include the vape and e-cigarette collection program to the 2021 goals was made by Mike VanLanen and seconded by Norb Dantine. Unanimously approved.

9) SLF Dozers RFQ

Ben Hintz spoke about the two (2) Caterpillar electric drive D6 dozers that will be acquired totaling \$961,348. The electric drive did result in a higher initial cost, but these will have lower operating and maintenance costs over the useful life. Chad Doverspike explained that these cost an additional \$70,000, however there is a four (4) year payback due to the reduction in

fuel costs. Mr. Hintz explained that Relyco was consulted prior to acquiring and it was recommended to buy the D6 model.

Mr. Vanden Busch asked why we are purchasing two (2) new dozers at the same time? Mr. Hintz explained that it was more financially beneficial to buy both new as it is difficult to find a used dozer with the waste handling features at a reasonable price.

10) SLF Hook Truck RFQ

Jon Logan explained that the low bid price received for the SLF Hook Truck was \$168,340. Chad Doverspike added that used hook trucks were also looked at, but the bid price for new was similar to used equipment.

Mr. Dantine asked if you received a County discount on used trucks to which Mr. Hintz responded that the discount only applied to new equipment.

11) Table of Organization

Mr. Haen explained that the department is planning to create an eligibility list of heavy equipment operators to employ by fall. There are concerns regarding the pay scale for the heavy equipment operators to ensure we are hiring experienced and qualified operators.

The high priority positions to be filled are the Account Clerk and one Associate position. There has also been an Accountant position in our table of organization that will be moved to Administration Department with the position splitting time between Administration and the Port & Resource Recovery Department. It has been approved to hire an LTE Account Clerk to train alongside our existing Account Clerk for 4-6 weeks before our current Account Clerk retires.

Mr. Dantine asked if this LTE Account Clerk will be guaranteed the full-time position, to which Mr. Haen explained "yes", but will still be a five (5) month probationary period to see if this person would be a good long-term fit for the department.

12) Director's Report

Winnebago County has decided to not move forward with partnering with Brown County for out of county collection events.

First quarter budget status report was distributed, Mr. Haen explained that this is a snapshot of our budget this year. Expenses and revenue should be at roughly 25% for the first quarter, the staff salary is a little lower at 10% due to the vacant positions.

Mr. Doverspike went through the South Landfill budget and the timeline for the synthetic liners production. The total liner cost has increased due to the *force majeure* claim from the manufacturer. Relyco has agreed to absorb a portion of that cost to meet our timeline.

End of the year shingle quantities are expected to double at the Waste Transfer Station as a result of the temporary and/or permanent closure of MCGR Shingle Recycling.

Mr. Doverspike displayed daily log pictures of the South Landfill project provided by Foth. There was a new drain tile discovered that was not plugged last year, the water from the sedimentation pond is draining back into the cell and this will need to be repaired. Plans for the

leachate tank and building locations were also discussed. As the site activity increases, Mr. Doverspike suggested that the Solid Waste Board have a meeting at the South Landfill site to show the progression.

13) Such Other Matters as Authorized by Law

Mr. Dantinne questioned if the issue surrounding the increased cost in materials from the building contractor has been resolved? Mr. Haen answered the Bayland Buildings has accepted that they will have to honor the bid they provided

14) Adjourn

A motion to adjourn was made by Norb Dantinne and seconded by Michael Lefebvre. Unanimously approved.

Meeting ended at 3:30PM

John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department

August 18, 2021

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

**RESOLUTION ADOPTING BROWN COUNTY'S
2022 FIVE-YEAR CAPITAL IMPROVEMENT PLAN**

WHEREAS, Brown County has developed a 2022 Five-Year Capital Improvement Plan ("2022 CIP") that covers the period 2022 through 2026; and

WHEREAS, the 2022 CIP, a copy of which is attached to and made part of this Resolution by attachment and reference, is a planning document that assists Brown County going forward by providing a timeline by which to implement various capital projects, and by providing information regarding said capital projects' costs.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the Brown County 2022 Five-Year Capital Improvement Plan is hereby adopted.

Fiscal Note: This resolution does not require an appropriation from the County General Fund. The projects listed under 2022 in the attached 2022 CIP is intended to be included in the 2022 Proposed Budget for final approval. Projects listed under 2023-2026 will be reevaluated and updated every year and approved by inclusion in the annual CIP and budget process.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EDUCATION & RECREATION
COMMITTEE
HUMAN SERVICES COMMITTEE
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
PUBLIC SAFETY COMMITTEE

Approved By:

Troy Streckenbach
COUNTY EXECUTIVE

Date Signed: _____

21-060R

Approved By: Corporation Counsel

Authored By: Department of Administration

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
CHU	3				
DORFF	4				
JACOBSON	5				
LEFEBVRE	6				
FRIBERG	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
MURPHY	15				
KASTER	16				
VAN DYCK	17				
HOPKINS	18				
ERICKSON	19				
COENEN	20				
SCHULTZ	21				
PETERS	22				
SUENNEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____



305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

David P. Hemery

Corporation Counsel

PHONE (920) 448-4006
FAX (920) 448-4003
David.Hemery@co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7/20/21
REQUEST TO: PD&T, Human Services, Public Safety, Ed & Rec, Administration Committee and County Board of Supervisors
MEETING DATE: 7/27, 7/28, 8/3, 8/4, 8/5, and 8/18, respectively
REQUEST FROM: David P. Hemery
Corporation Counsel
REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance

TITLE: Resolution Adopting Brown County’s 2022 Five-Year Capital Improvement Plan

ISSUE/BACKGROUND INFORMATION:

The 2022 Five-Year Capital Improvement Plan assists Brown County going forward by providing a timeline and costs for various Capital Improvement Projects.

ACTION REQUESTED:

Adoption of 2022 Five-Year Capital Improvement Plan

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$0
2. Is it currently budgeted? Yes No N/A (if \$0 fiscal impact)
 - a. If yes, in which account? _____
 - b. If no, how will the impact be funded? _____
 - c. If funding is from an external source, is it one-time or continuous?
3. Please provide supporting documentation of fiscal impact determination.

COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

2022 Capital Project 5-Year Outlook Summary
 Projects Proposed
 As of 7/21/2021

Key for Funding Source: ST = Sales Tax G=Grants and Aides O = Operating Revenues M = Municipal Funds P = Property Tax GF = General Fund Fund Balance TIF = TIF District S = Stadium District Sales Tax Relund CD = Charitable Donations D = Debt

2022 EXECUTIVE CAPITAL IMPROVEMENTS PROGRAM (CIP) - TO BE FUNDED BY SALES TAX

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2022	2023	2024	2025	2026	TOTAL
PUBLIC SAFETY: Emergency Management	ST		Public Safety Projects - VESTA 9-1-1 Phone Hardware Upgrade	-	333,764	-	-	-	333,764
			Public Safety Sales Tax Request Total	-	333,764	-	-	-	333,764
PLANNING, DEVELOPMENT & TRANSPORTATION:									
Public Works	ST/S	1	Brown County Expo Hall	3,000,000	6,500,000	-	-	-	9,500,000
	ST	2	Veteran's Memorial Grounds Maintenance	2,100,000	6,500,000	-	-	-	8,600,000
	ST	1	Facility Building Improvements	500,000	500,000	500,000	500,000	-	2,500,000
	ST/P	J-23	CTH J (CTH M to Harbor Lights Road) - Surface Maintenance	866,000	-	-	-	-	866,000
	ST	ZZ-19	CTH ZZ (High Street to Tetlaiff Road) - Surface Maintenance	953,000	-	-	-	-	953,000
	ST	W-14	CTH W (Kings Road to CTH G) - Recondition	217,000	-	-	-	-	217,000
	ST	XX-19	CTH XX (CTH O to RR Tracks) - Recondition	1,250,000	-	-	-	-	1,250,000
	ST/M	W-3	CTH WV (STH 29/CTH VV Interchange) - New Construction	11,521,975	-	-	-	-	11,521,975
	ST/M	W-4	CTH VV (Millwood Ct to CTH C) - Reconstruction	3,879,800	-	-	-	-	3,879,800
	ST	ZZ-18	CTH ZZ (Meadowlark Rd to Partridge Rd) - Reconstruction	3,030,000	-	-	-	-	3,030,000
	ST	F-18	CTH F (Lawrence Drive to American Boulevard) - Concrete Pavement Repair	350,000	-	-	-	-	350,000
	ST	X-35	CTH X (Roselawn Blvd to STH 172) - Concrete Pavement Repair	650,000	-	-	-	-	650,000
	ST	X-34	CTH X (STH 172 to CTH O) - Concrete Pavement Repair	850,000	-	-	-	-	850,000
	ST/M	EB-39	CTH EB (CTH F to I-41 SB Ramps) - Construction 2025-2026	610,000	-	-	-	-	610,000
	ST	GV-14	CTH GV (I-41 NB Ramps to Lawrence Drive) - Construction 2025-2026	630,000	-	-	-	-	630,000
	ST	MM-9	CTH MM (CTH G to I-43) - Surface Maintenance	-	637,000	-	-	-	637,000
	ST	T-36	CTH T (STH 29 to Town Line Rd) - Surface Maintenance	-	1,065,000	-	-	-	1,065,000
	ST	W-16	CTH W (CTH Z to STH 96) - Surface Maintenance	-	1,462,800	-	-	-	1,462,800
	ST	EB-36	CTH EB (CTH F to CTH EE) - Recondition	-	900,000	-	-	-	900,000
	ST	V-21	CTH V (CTH T to CTH IV) - Recondition	-	1,600,000	-	-	-	1,600,000
	ST	Z-32	CTH Z (Bridge Over Branch River) - Reconstruction	-	400,000	-	-	-	400,000
	ST	EB-	CTH EB (North Road to West Point Road) - Concrete Surface Repair	-	850,000	-	-	-	850,000
	ST	M-21	CTH M (Belmont Road to CTH HS) - Right of Way Acquisition 2024 Construction	-	900,000	136,934	-	-	1,036,934
	ST	EB-39	CTH EB (CTH F to I-41 SB Ramps) - Construction 2025-2026	-	1,500,000	-	-	-	1,500,000
	ST	GV-14	CTH GV (I-41 NB Ramps to Lawrence Drive) - Construction 2025-2026	-	750,000	-	-	-	750,000
			Planning, Development, & Transportation Sales Tax Request Total	30,407,775	23,564,800	636,934	500,000	500,000	55,609,509
			Less: Non-Sales Tax Funding Sources	(15,744,195)	(1,929,653)	-	-	-	(17,673,848)
			Planning, Development, & Transportation Sales Tax Request Total	14,663,580	21,635,147	636,934	500,000	500,000	37,935,661
HEALTH AND HUMAN SERVICES: HHS-CS	ST/G		Mental Health & SRCCCY	2,582,000	40,450,000	1,153,362	-	-	44,185,362
			Health and Human Services Sales Tax Request Total	2,582,000	40,450,000	1,153,362	-	-	44,185,362
			Less: Non-Sales Tax Funding Sources	(430,000)	(40,450,000)	-	-	-	(40,880,000)
			Health and Human Services Sales Tax Request Total	2,152,000	-	1,153,362	-	-	3,305,362

2022 Capital Project 5-Year Outlook Summary
 Projects Proposed
 As of 7/21/2021

Key for Funding Source: ST = Sales Tax G=Grants and Aides O = Operating Revenues M = Municipal Funds P = Property Tax GF = General Fund Fund Balance TIF = TIF District S = Stadium District Sales Tax Refund CD = Charitable Donations D = Debt

2022 EXECUTIVE CAPITAL IMPROVEMENTS PROGRAM (CIP) - TO BE FUNDED BY SALES TAX (Continued)

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2022	2023	2024	2025	2026	TOTAL	
Parks Department	ST	1	Fairgrounds Development	400,000	-	-	-	-	400,000	
	ST	5	Pampetrin Playground	534,000	-	-	-	-	534,000	
	ST	7	Bay Shore Visitor Center	431,991	-	-	-	-	431,991	
	ST	9	Reforestation Campground	246,000	-	-	-	-	246,000	
	ST/G/CD	10	Fox River Trail Paving	-	2,000,000	-	-	-	2,000,000	
	Library	ST/O/CD	2	Central Library Renovations	500,000	1,200,000	7,635,000	9,650,000	-	18,985,000
		ST/O/CD	3	East Branch	4,000,000	2,000,000	-	-	-	6,000,000
		ST/O/CD	4	Pulaski Branch	1,500,000	500,000	-	-	-	2,000,000
		ST/O/CD	5	Library Improvements	-	-	-	-	6,760,000	6,760,000
					7,611,991	5,700,000	7,635,000	9,650,000	6,760,000	37,356,991
			(2,000,000)	(2,300,000)	(4,000,000)	(8,963,000)	-	(17,263,000)		
			5,611,991	3,400,000	3,635,000	687,000	6,760,000	20,093,991		
			Education, Culture and Recreation Sales Tax Request Total							
			Less: Non-Sales Tax Funding Sources							
			40,801,766	70,048,564	9,425,296	10,150,000	7,260,000	137,485,626		
			(18,174,195)	(44,879,853)	(4,000,000)	(8,963,000)	-	(75,816,848)		
			22,427,571	25,368,911	5,425,296	1,187,000	7,260,000	61,668,778		
			CAPITAL PROJECTS SALES TAX REQUEST TOTAL							
			Total Capital Projects Outlook Subtotal							
			Less: Non-Sales Tax Funding Sources							
			40,801,766	70,048,564	9,425,296	10,150,000	7,260,000	137,485,626		
			(18,174,195)	(44,879,853)	(4,000,000)	(8,963,000)	-	(75,816,848)		
			22,427,571	25,368,911	5,425,296	1,187,000	7,260,000	61,668,778		
			CAPITAL PROJECTS SALES TAX REQUEST TOTAL							

2022 EXECUTIVE CAPITAL IMPROVEMENTS PROGRAM (CIP) - BOND REQUESTS

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2022	2023	2024	2025	2026	TOTAL	
Planning and Land Services	D		Phoenix Innovation Park - \$3,000,000	-	-	-	-	-	-	
	Public Works	D/P	2024-1	CTH PP (Man-Cal Road to STH 96) - Surface Maintenance	-	-	2,350,000	-	-	2,350,000
		D	2024-2	CTH W (STH 96 to CTH PP) - Surface Maintenance	-	-	2,150,000	-	-	2,150,000
		D	2024-3	CTH PP (STH 96 to School Road) - Recondition	-	-	1,660,000	-	-	1,660,000
		D	2024-4	CTH M (Belmont Road to CTH HS) - Reconstruction	-	-	5,963,066	-	-	5,963,066
		D/M	2024-5	CTH EB (SW High School to STH 54) - Concrete Roundabout	-	-	1,500,000	-	-	1,500,000
		D	2024-6	CTH EB (CTH VK to SW High School) - Concrete Pavement Repair	-	-	250,000	-	-	250,000
		D	2025-1	CTH BB (CTH R to County Line) - Surface Maintenance	-	-	-	255,000	-	255,000
		D	2025-2	CTH DD (Quality Ct to Poplar St) - Recondition	-	-	-	900,000	-	900,000
		D	2025-3	CTH Z (Outagamie Road to CTH D) - Recondition	-	-	-	755,000	-	755,000
D/M		2025-4	CTH EE (CTH EE at Mid Valley Drive) - Reconstruction	-	-	-	1,200,000	-	1,200,000	
D/M	2025-5	CTH EE (CTH EE at CTH EB) - Reconstruction	-	-	-	1,200,000	-	1,200,000		
D/P/M/G	M-22	CTH M (CTH HS to W. Deerfield Ave) - Reconstruction	-	-	-	10,100,000	-	10,100,000		
D	X-36	CTH X (CTH O to Grignon Street) - Concrete Pavement Repair	-	-	-	1,100,000	-	1,100,000		
D/M	EB-39	CTH EB (CTH F to I-41 SB Ramps) - New Construction	-	-	-	3,310,000	-	3,310,000		
			22,427,571	25,368,911	5,425,296	1,187,000	7,260,000	61,668,778		

2022 Capital Project 5-Year Outlook Summary
 Projects Proposed
 As of 7/21/2021

Key for Funding Source: M = Municipal Funds P = Property Tax GF = General Fund Fund Balance TIF = TIF District S = Stadium District Sales Tax Refund CD = Charitable Donations D = Debt
 ST = Sales Tax G=Grants and Aides O = Operating Revenues

2022 EXECUTIVE CAPITAL IMPROVEMENTS PROGRAM (CIP) - BOND REQUESTS (Continued)

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2022	2023	2024	2025	2026	TOTAL
Public Works (cont'd)	D/M	GB-14	2025-9	CTH GV (I-41 NB Ramps to Lawrence Drive) - New Construction	-	-	3,114,000	3,114,000	6,228,000
	D	EB-40	2026-1	CTH EB (Glendale Ave to CTH HS) - Surface Maintenance	-	-	-	600,000	600,000
	D	EE-19	2026-2	CTH EE (Suburban Drive to 6th Street) - Surface Maintenance	-	-	-	300,000	300,000
	D	G-	2026-3	CTH G (Webster Avenue to CTH GV) - Surface Maintenance	-	-	-	1,350,000	1,350,000
	D	O-15	2026-4	CTH O (Riverside Drive to East River Drive) - Surface Maintenance	-	-	-	600,000	600,000
	D	CE-	2026-5	CTH CE (Outagamie Rd to Gerrits Rd) - Recondition	-	-	-	375,000	375,000
	D	GF-1	2026-6	CTH GF (Sand Acres Dr to S. Ridge Rd) - Recondition	-	-	-	625,000	625,000
	D	P-	2026-7	CTH P (STH 54 to CTH K) - Recondition	-	-	-	2,260,000	2,260,000
	D			Highway Radio System Replacement - \$400,000	-	-	-	-	-
	D			Highway Shop - \$80,000,000	-	-	-	-	-
Planning, Development, & Transportation Bond Request Total				13,873,066	21,934,000	12,534,000	21,934,000	12,534,000	48,341,066
Less: Non-Bond funding sources				(4,284,653)	(12,209,653)	(4,012,000)	(4,012,000)	(4,012,000)	(20,486,306)
Planning, Development, & Transportation Bond Request Total				9,608,413	9,724,347	8,522,000	8,522,000	8,522,000	27,854,760
PUBLIC SAFETY: Public Safety Communications	D	1	CAD Hardware Upgrade	-	-	-	348,690	-	348,690
	D	2	Console Furniture Upgrade	-	-	449,271	-	-	449,271
	D	3	Microwave Equipment Replacement	-	-	-	1,834,812	-	1,834,812
	D	4	Fiber Expansion Interstate 41 - \$697,421	-	-	-	-	-	-
	D	5	Fiber Expansion to PSC 911 Scrays Hill Radio Tower - \$1,403,600	-	-	-	-	-	-
	D	6	Fiber Expansion to PSC 911 4 Other Radio Towers - \$3,606,860	-	-	-	-	-	-
D	1A	Fiber & Tower to Replace Coltrin Library Tower - \$5,000,000	-	-	-	-	-	-	
Sheriff	D	1	Courthouse Single Point Entrance/Exit Lobby Annex - \$1,950,000	-	-	-	-	-	-
	D	2	Indoor Shooting Range - Estimated \$2,000,000	-	-	-	-	-	-
	D	3	Downtown Jail/County Campus Construction - \$30,000,000	-	-	-	-	-	-
	D	4	Jail Pod - \$14,000,000	-	-	-	-	-	-
Public Safety Bond Request Total				449,271	2,183,502	-	2,183,502	-	2,632,773
EDUCATION, CULTURE AND RECREATION: Parks Department	D		Relocation of Parks Office & Shop - \$2,750,000	-	-	-	-	-	-
	D		Fairgrounds Master Plan Development - \$23,384,000	-	-	-	-	-	-
	D		Bay Shore Master Plan Development - \$6,000,000	-	-	-	-	-	-
	D		Renard Island - \$28,268,500	-	-	-	-	-	-
	Education, Culture, & Recreation Bond Request Total				-	-	-	-	-
Less: Non-Bond funding sources				-	-	-	-	-	-
Education, Culture, & Recreation Bond Request Total				-	-	-	-	-	-
Total Capital Projects Outlook Subtotal				14,322,337	24,117,502	12,534,000	12,534,000	12,534,000	50,973,839
Less: Non-bond Funding Sources				(4,284,653)	(12,209,653)	(4,012,000)	(4,012,000)	(4,012,000)	(20,486,306)
CAPITAL PROJECTS BOND REQUEST TOTAL				10,057,884	11,907,849	8,522,000	8,522,000	8,522,000	30,487,533

2022 Capital Project 5-Year Outlook Summary
 Projects Proposed
 As of 7/21/2021

Key for Funding Sources: ST = Sales Tax G=Grants and Aides O = Operating Revenues M = Municipal Funds P = Property Tax GF = General Fund Fund Balance TIF = TIF District S = Stadium District Sales Tax Refund CD = Charitable Donations D = Debt

2022 EXECUTIVE CAPITAL IMPROVEMENTS PROGRAM (CIP) - OTHER NON-SALES TAX & NON-BOND REQUESTS

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2022	2023	2024	2025	2026	TOTAL
EDUCATION, CULTURE AND RECREATION:									
Library	CD	1	Bookmobile	245,000	-	-	-	-	245,000
Parks Department	G/CD G/CD		Eagles Nest Development Bay Shore Harbor	-	3,000,000 3,400,000	-	-	-	3,000,000 3,400,000
			Education, Culture, & Recreation Request Total	245,000	6,400,000	-	-	-	6,645,000
PLANNING, DEVELOPMENT & TRANSPORTATION:									
Airport	O/G	1	Rehab Taxiways A, D, D3, & M; Air Carrier Apron & Auto Gates Apron, & Auto Gates	9,360,000	-	-	-	-	9,360,000
	O/G	2	Rehab Roadway 18/36 South & Dutchman Creek Culverts	6,760,000	-	-	-	-	6,760,000
	O/G	3	Construct Public Parking, Lighting & Perimeter Barrier & Pavement	468,000	3,172,000	-	-	-	3,640,000
	O	4	US Customs Port Office Remodel	750,000	750,000	-	-	-	1,500,000
	O/G	5	Rehab Taxiways D, D1, J, M, & M1 and East GA & Commercial Apron, Remove Taxway B; Relocate Taxiway D1 North of Taxiway D & Airfield Electrical	728,000	12,546,560	-	-	-	13,274,560
	O/G	6	Baggage Claim & Ticket Wing Baggage Belt/Carousel Replacement Construct West Perimeter Road & East Perimeter Road Strengthening & Fencing	260,000	-	4,303,280	-	-	4,563,280
	O/G	7	Terminal Modifications & Improvements	187,200	378,560	-	6,864,789	-	7,430,549
	G	8	General Aviation Apron & Taxiway	-	11,000,000	-	-	-	11,000,000
	O/G	9	Electrical Vault Relocation	-	-	56,243	292,465	-	2,433,306
	O/G	10	Frontage Road Construction	-	-	-	17,548	613,193	630,741
	O/G	11	South General Aviation Area Expansion & Relocate Hangars	-	-	-	116,986	121,665	238,651
	O/G	12	Port Development - Pulliam Plant Blyssby Avenue Bay Port Expansion - North Military/Huribut Ave	-	-	-	-	20,000,000	20,000,000
Public Works	P	2023-7	CTH GV (5TH 172 to McDonald's Entrance) - Concrete Pavement Repair	-	400,000	-	-	-	400,000
	P/G	2023-8	CTH MM (CTH G to I-43) - Safety Improvement Project	-	329,000	-	-	-	329,000
	P/M	2024-7	CTH M (CTH HS to W. Deerfield Avenue) - Right of Way Acquisition	-	-	800,000	-	-	800,000
	P		Highway Department Building Maintenance	250,000	250,000	250,000	250,000	-	1,250,000
	P/M		Preliminary Costs Future Highway Projects	350,000	350,000	350,000	350,000	-	1,750,000
			Planning, Development, & Transportation Request Total	19,113,200	29,176,120	5,759,523	7,891,788	25,865,496	87,806,127
HEALTH & HUMAN SERVICES:									
Syble Hopp School	CD		School Expansion - \$4,600,000	-	-	-	-	-	-
			Health & Human Services Total	-	-	-	-	-	-
			Total Capital Projects Outlook - Non-Sales Tax Requests	19,358,200	35,576,120	5,759,523	7,891,788	25,865,496	94,451,127
			Grand Total All Requests	59,959,966	105,624,884	29,507,156	42,159,290	45,659,496	282,910,592

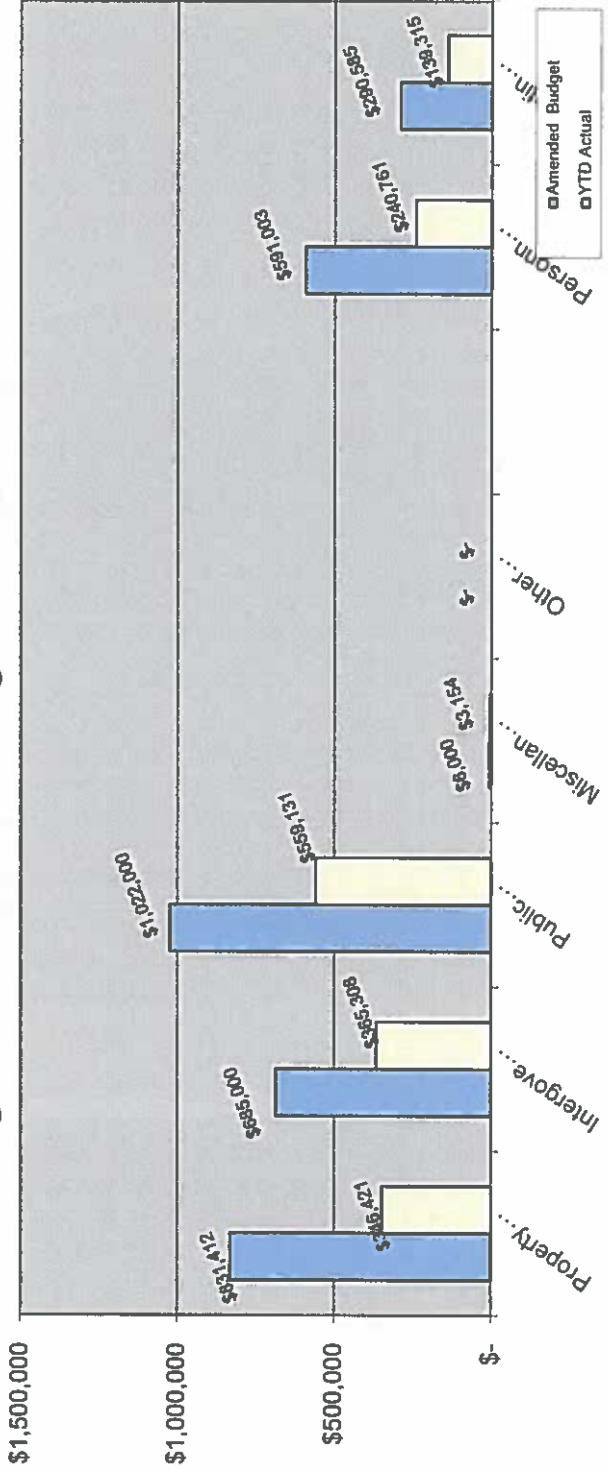
Brown County
 Register of Deeds
 Budget Status Report (Unaudited)
 Fiscal year through 05/31/2021

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated
 Revenues: All categories are progressing as anticipated

	Amended Budget	YTD Actual	Percent of Budget
Property Taxes	\$ 831,412	\$ 346,421	41.7%
Intergovernmental Rev	\$ 685,000	\$ 365,308	53.3%
Public Charges	\$ 1,022,000	\$ 559,131	54.7%
Miscellaneous Rev	\$ 6,000	\$ 3,154	52.6%
Other Financing Sources	\$ -	\$ -	0.0%
Personnel Costs	\$ 591,003	\$ 240,761	40.7%
Operating Exp	\$ 290,585	\$ 139,315	47.9%

Register of Deeds - Through 05/31/2021 Unaudited





Tabulation Record / Intent to Award Documentation

305 E. Walnut Street, Green Bay, WI 54305 ☎ Phone (920) 448-4040 ☎ Fax (920) 440-4036 ☎
☎ Web: www.co.brown.wi.us ☎

Project Number: 2442
Project Name: Boiler Replacement at Jail
Type of Project (RFB, RFP, RFQ): RFB
Purchasing Representative: Dale DeNamur
Due Date: June 29, 2021 **Location:** Brown County Clerk's Office
Opening Date: June 29, 2021 **Location:** Bid Opening via WebEx

CONTRACTOR	CITY, STATE	BASE BID	BIDDERS PROOF OF RESPONSIBILITY SUBMITTED BY 11:00AM ON JUNE 24, 2021	BIDDERS CERTIFICATE	BID BOND	Addenda Acknowledged?			Intent To Award
						ADD 1 - Site Visit Record	ADD 2 - Bid Opening info & Revised Drawings		
1 Milbach Construction	Kaukauna, WI	\$ 133,190.00	Yes	Yes	Yes	Yes	Yes		
2 Johnson & Jonet	Green Bay, WI	\$ 90,000.00	Yes	Yes	Yes	Yes	Yes		
3 Hurckman Mechanical			Yes	No - see below note	Yes	Yes	Yes		
(Note: Hurckman Mechanical did not provide the required Bidders Certificate with their bid which results in the automatic rejection of the bid. Bid number was not read aloud.									

BUDGET ADJUSTMENT REQUEST

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: Director of Admin
 - Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- 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 *CH*
- 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*) Oversight Comm
After County Board approval of the resolution, a Category 4 budget adjustment must be prepared. Admin Committee
2/3 County Board

Justification for Budget Change:

This budget adjustment request is for use of contingency funds to complete the installation of the Jail Boiler. As noted in the Director's report at the April PD&T meeting, one of the original jail boilers (21 years old) had stopped working. This new unit needs to be operational before fall 2021. The purchase of the new boiler has already been accommodated. This BA is needed for the installation of the new unit.

Contingency Fund Balance: \$440,526, of which \$ 100,000 is set aside for Meeting Agenda & Mgt software and \$ 212,051 has been requested by Sheriff to replace lighting control system in Jail. Usable balance after approval of this BA will be \$ 28,475.

Fiscal Impact*: \$ 100,000

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

	Increase	Decrease	Account #	Account Title	Amount
<input type="checkbox"/>	<input checked="" type="checkbox"/>		100.090.5394	Contingency	\$ 100,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>		100.090.9003	General Government Transfer Out	\$ 100,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>		410.054.001.9002	Facilities Bldg Upgrade Fund Transfer In	\$ 100,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>		410.054.001.6110.020	Facilities Bldg Upgrade Fund Outlay Equipment	\$ 100,000
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				

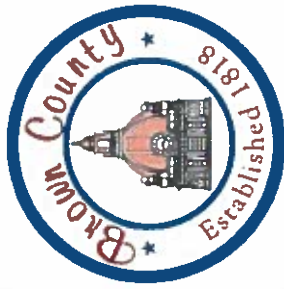
Paul Fontecchio Digitally signed by Paul Fontecchio
Date: 2021.07.07 08:00:51 -05'00'

AUTHORIZATIONS

Troy Streckenbach
Troy Streckenbach (Jul 7, 2021 16:01 CDT)

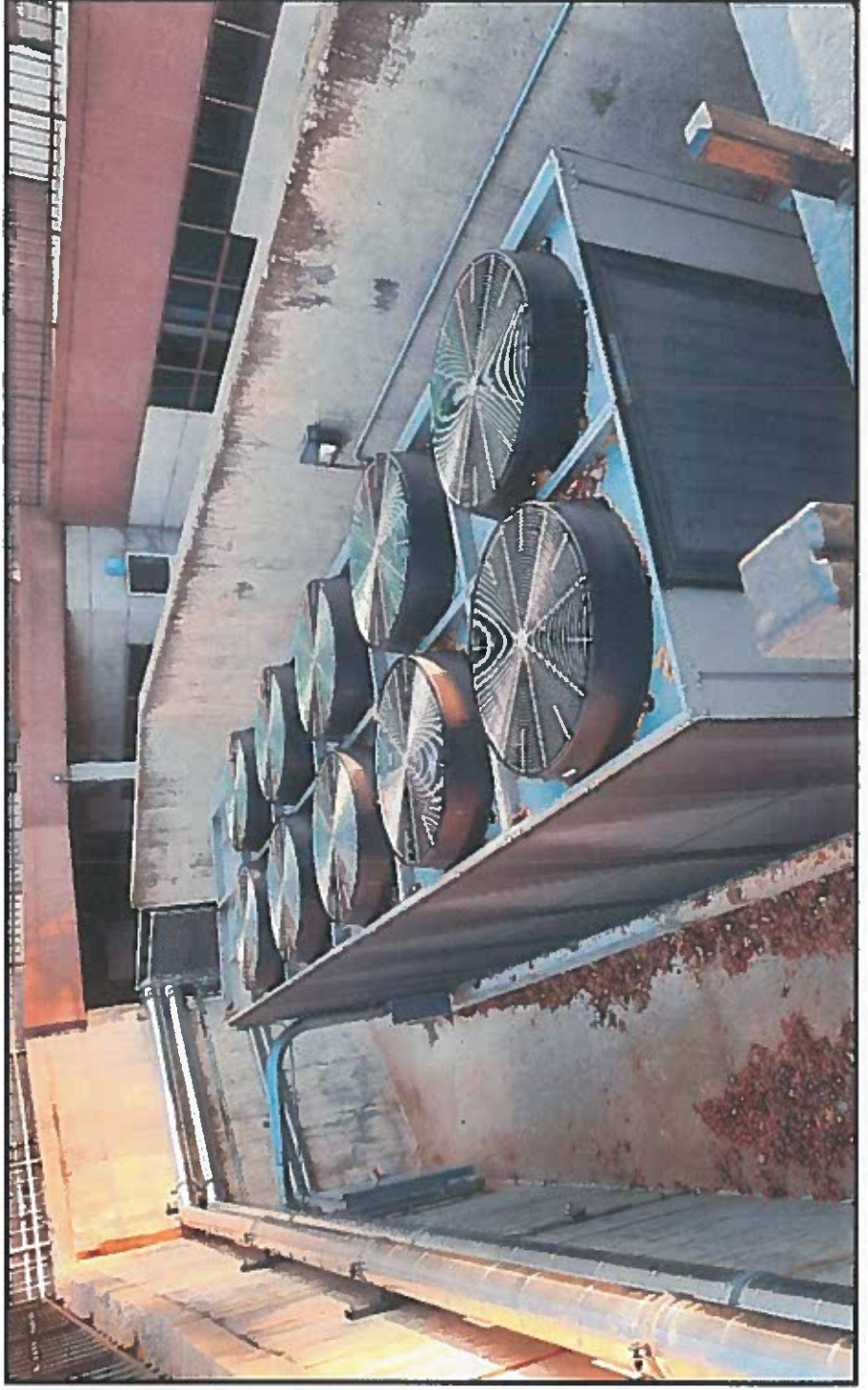
Signature of Department Head
Department: Public Works
Date: 7/7/2021

Signature of DOA or Executive
Date: Jul 7, 2021



2022-2027 FACILITIES CAPITAL IMPROVEMENT PLAN

July 12, 2021



Six-Year Facility Capital Improvement Plan

May 27, 2021

2022 Estimated Cost 2023 Estimated Cost 2024 Estimated Cost 2025 Estimated Cost 2026 Estimated Cost 2027 Estimated Cost Future Projects Costs

COURTHOUSE SQUARE CAMPUS		2022 Estimated Cost	2023 Estimated Cost	2024 Estimated Cost	2025 Estimated Cost	2026 Estimated Cost	2027 Estimated Cost	Future Projects Costs
Bayview Manor/Our Place Group Home		Note: Held for future discussions on long-term maintenance of this facility.						
Brown County Courthouse								
Plaza deck tile paver shoe and roof replacements					\$300,000			
Retaining wall at lower level entrance						\$200,000		\$50,000
Building control upgrades								
Law Enforcement Center (LEC)								
Replace (six) air handling units			\$350,000					
Building control upgrades							\$150,000	
Neville Public Museum								
Steam boiler replacement			\$150,000					
Parking Lot Resurfacing						\$300,000		
Building control upgrades			\$150,000					
Northern Building								
Building control upgrades				\$150,000				
Sophie Beaumont								
Lower roof replacement			\$200,000					
Chiller replacement		\$250,000						
Building control upgrades		\$150,000						
Work Release Center (WRC)								
Air handling units equipment replacement								\$250,000
Courthouse Square Campus Sub-total		\$400,000	\$500,000	\$500,000	\$300,000	\$500,000	\$150,000	\$300,000
SOUTHEAST FACILITIES								
Sheriff's Office								
Parking lot maintenance							\$350,000	
HVAC Equipment replacement					\$100,000			\$100,000
Southeast Facilities Sub-total		\$0	\$0	\$0	\$100,000	\$0	\$350,000	\$100,000
BAYVIEW CAMPUS								
Brown County Jail/911 Comm Center								
Chiller replacement								\$250,000
Diesel tank & concrete slab replacement		\$100,000						
Building control upgrades					\$100,000			
Community Treatment Center (CTC)								\$250,000
Shelter Care								
Bayview Campus Sub-total		\$100,000	\$0	\$0	\$100,000	\$0	\$0	\$500,000
GRAND TOTAL for PUBLIC WORKS FACILITIES		\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$900,000

PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: BC_Highway@browncountywi.gov

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: July 27, 2021
RE: Summary of Operations

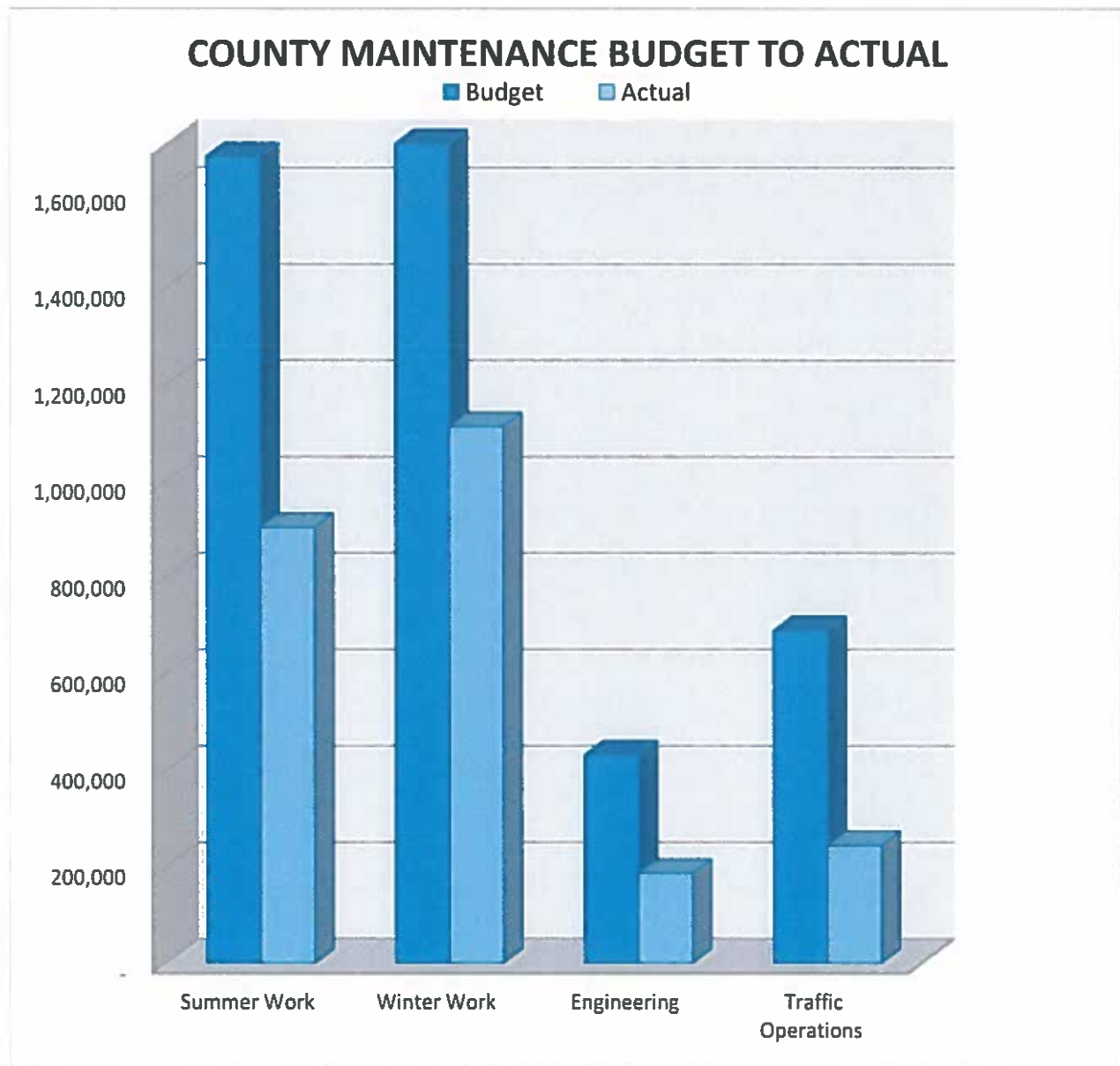
The Public Works Department is performing at a normal budget rate through the month of June. The end of June represents 50% of the year. Here is a summary of our operations:

(240) County Maintenance	52.82%
(660) State Maintenance	53.96%
(660) Other Work (Interdepartmental, Municipal, etc.)	92.02%
(400) Capital Projects	35.06%
Facilities	44.67%

Please see the attached charts for more details.

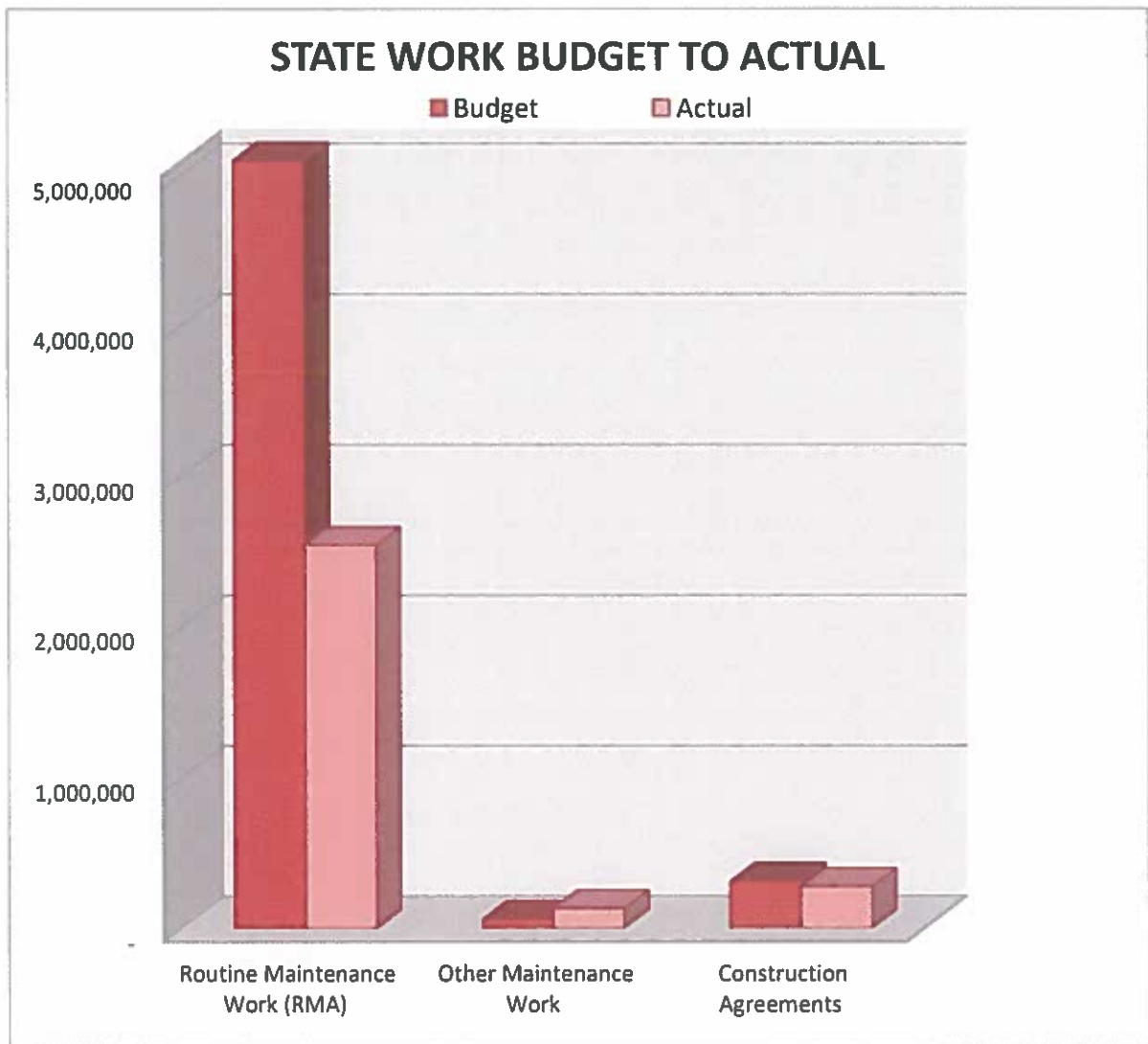
**BROWN COUNTY PUBLIC WORKS
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240
AS OF 6/30/21**

	Budget	Actual	Remaining	Percentage Used
Summer Work	1,673,000	904,514	768,486	54.07%
Winter Work	1,877,000	1,113,759	763,241	59.34%
Engineering	431,420	186,767	244,653	43.29%
Traffic Operations	690,000	244,803	445,197	35.48%
Stormwater MGMT	13,441	2,273	11,168	16.91%
County Incidents	30,000	38,103	(8,103)	127.01%
Total	4,714,861	2,490,221	2,224,640	52.82%



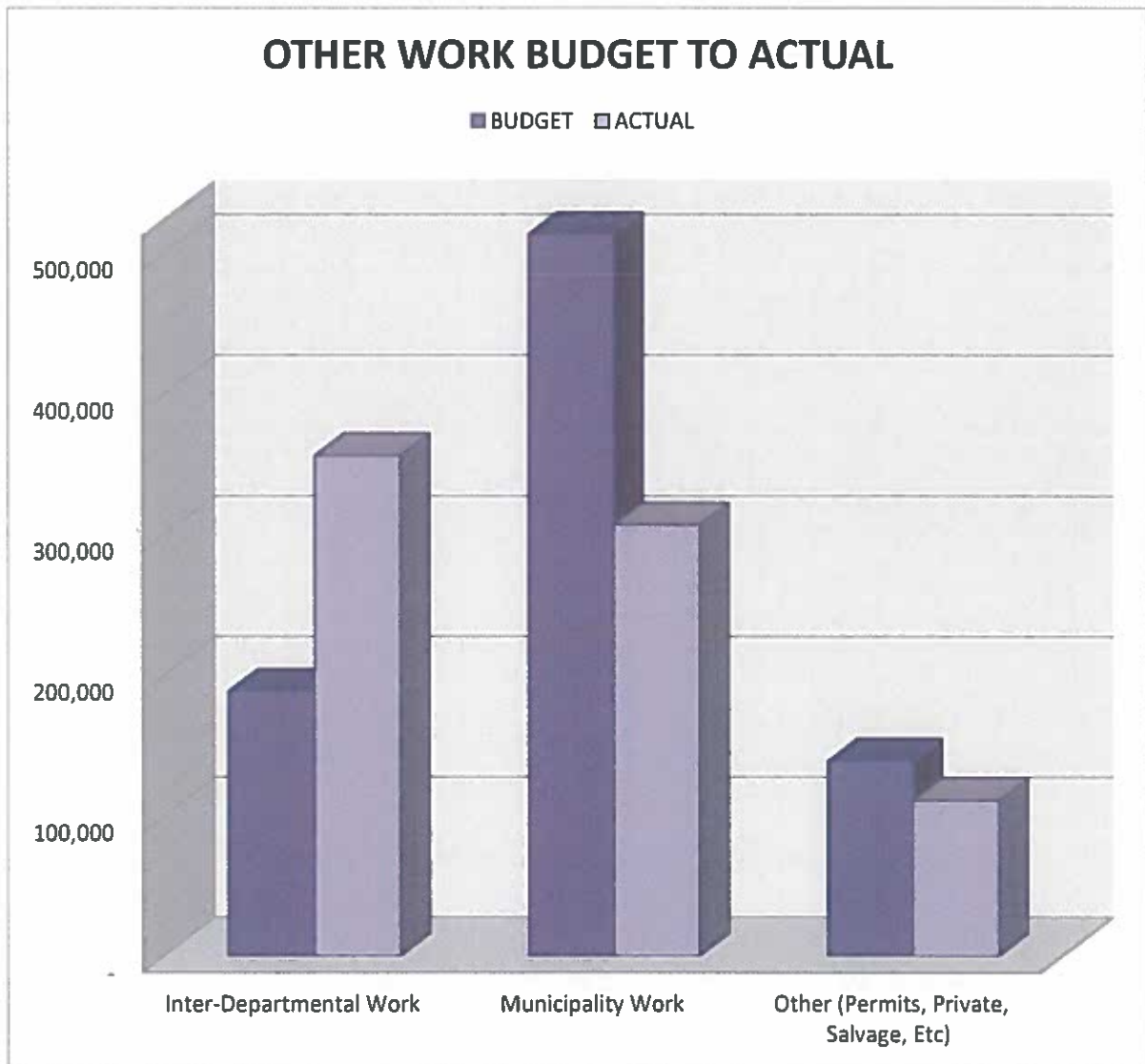
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
STATE WORK BUDGET TO ACTUAL
As Of 6/30/21**

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	5,111,000	2,548,969	2,562,031	49.87%
Other Maintenance Work	60,244	133,165	(72,921)	221.04%
Construction Agreements	313,432	277,527	35,905	88.54%
Total	5,484,676	2,959,660	2,525,016	53.96%



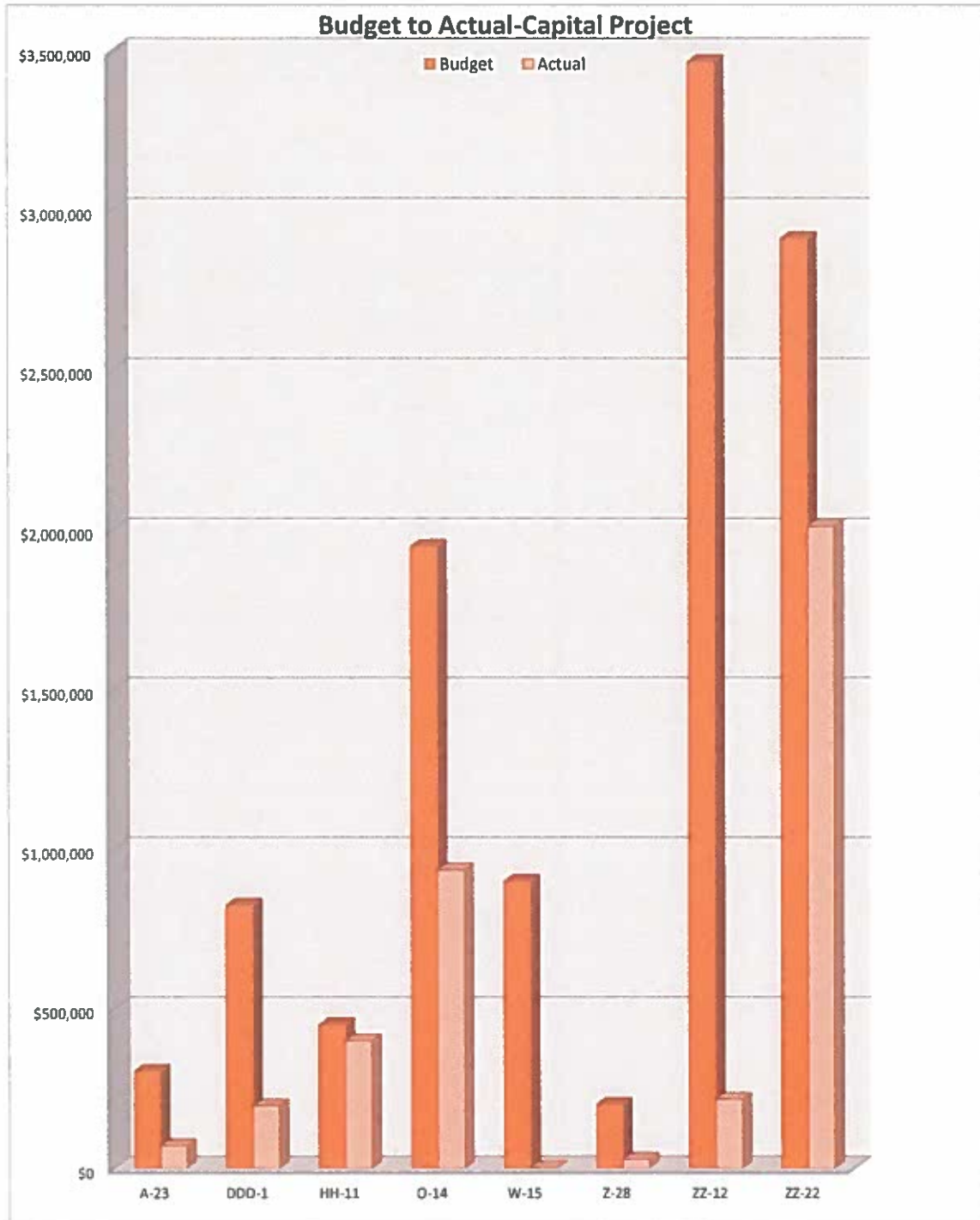
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
OTHER WORK BUDGET TO ACTUAL
As Of 6/30/21**

	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	188,666	356,242	(167,576)	188.82%
Municipality Work	513,500	306,918	206,582	59.77%
Other (Permits, Private, Salvage, Etc)	139,052	110,948	28,104	79.79%
Total	841,218	774,107	67,111	92.02%



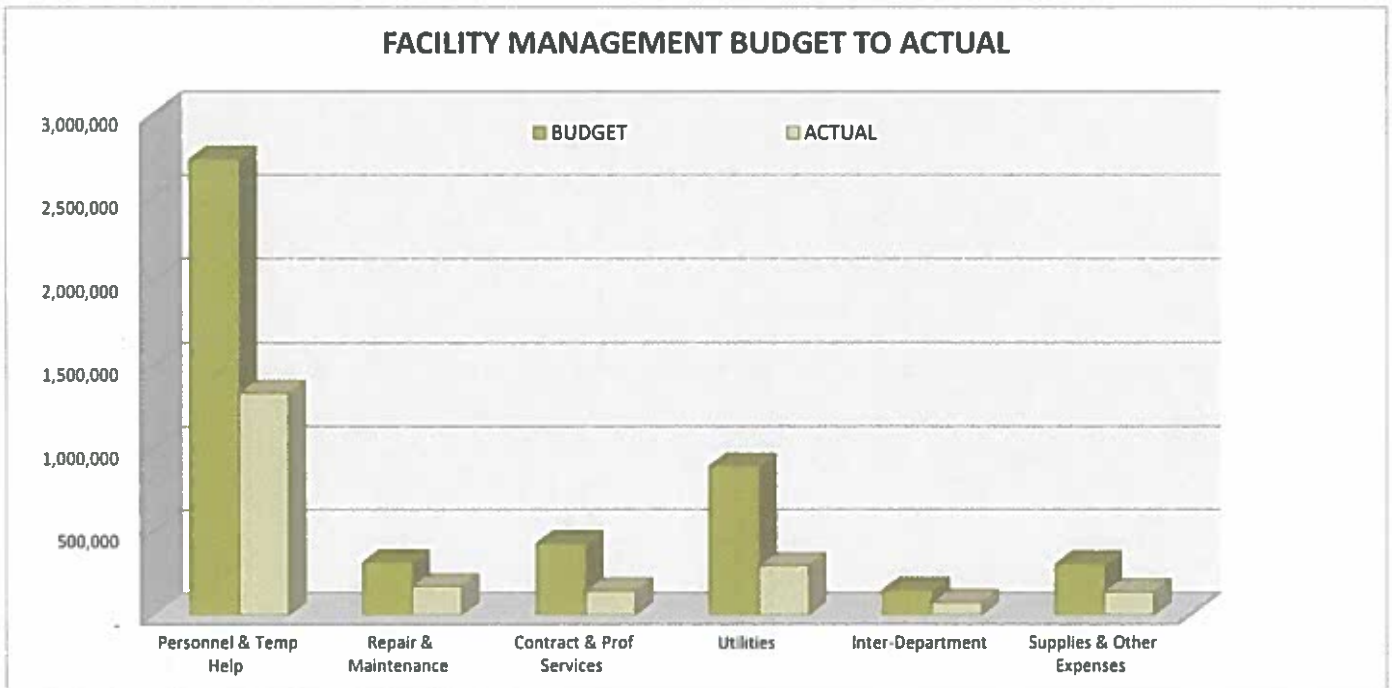
**BROWN COUNTY HIGHWAY DEPARTMENT
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
As Of 6/30/21**

Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
A-23	CHURCH RD TO BEACH LN	100%	\$304,500	\$70,689	\$233,811	23.21%
DDD-1	CTH DD TO FRENCH ROAD	100%	\$825,000	\$196,173	\$628,827	23.78%
HH-11	CTH AAA TO HOLMGREN WAY	100%	\$450,000	\$399,101	\$50,899	88.69%
O-14	EAST RIVER DRIVE TO CTH V	100%	\$1,950,000	\$935,270	\$1,014,730	47.96%
W-15	1,300' N of Wayside to CTH Z	100%	\$900,000	\$1,684	\$898,316	0.19%
Z-28	FAIRVIEW RD TO CTH NN	100%	\$200,000	\$27,236	\$172,764	13.62%
ZZ-12	CLAY ST TO 1800' S OF MALLARD RD	100%	\$3,464,246	\$215,887	\$3,248,359	6.23%
ZZ-22	1800' S OF MALLARD TO 900' N OF MALLARD	100%	\$2,912,115	\$2,012,100	\$900,015	69.09%
Total			\$11,005,861	\$3,858,141	\$7,147,720	35.06%



**BROWN COUNTY PUBLIC WORKS
FACILITY MANAGEMENT BUDGET TO ACTUAL
As Of 6/30/21**

	Budget	Actual	Remaining	% Used
Personnel & Temp Help	2,728,299	1,331,126	1,397,173	48.79%
Repair & Maintenance	317,245	171,402	145,843	54.03%
Contract & Prof Services	430,231	142,795	287,436	33.19%
Utilities	894,015	297,977	596,038	33.33%
Inter-Department	147,006	72,507	74,499	49.32%
Supplies & Other Expenses	306,831	138,860	167,971	45.26%
Total	4,823,627	2,154,667	2,668,960	44.67%



PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: BC_Highway@browncountywi.gov

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: July 27, 2021
RE: Director's Report

PROJECTS:

CTH ZZ: Construction of the keyway slope and riprap took place in July. Landscaping, curb and gutter will take place at the end of July/early August with paving to follow.





CTH ZZ – McMullen & Pitz and Vinton Construction installing new sheet pile wall and tie-backs as part of the WisDOT let project.

CTH HH: CTH HH (Vanderperren Way) between Oneida Street and Holmgren Way was completed and open to traffic on June 16th.



CTH O: County crews continue to work on stage 3 of the project (Bellevue Street to East River Drive). The project is anticipated to be completed by July 22nd weather permitting.



Concrete Blowouts: With the numerous 90+ degree days, there were many concrete blowouts due to thermal expansion including on CTH VK (Lombardi Avenue), CTH AAA (Oneida Street), 141 (Main Street), I-41, and I-43.



ME Office: The ME Office is nearing substantial completion with a few remaining items outstanding to be completed except for the 5 sliding doors which take approximately 12-weeks to receive delivery. Brown County procured items including the LODOX installation, interior signage, AV equipment, and furniture will be completed after substantial completion.



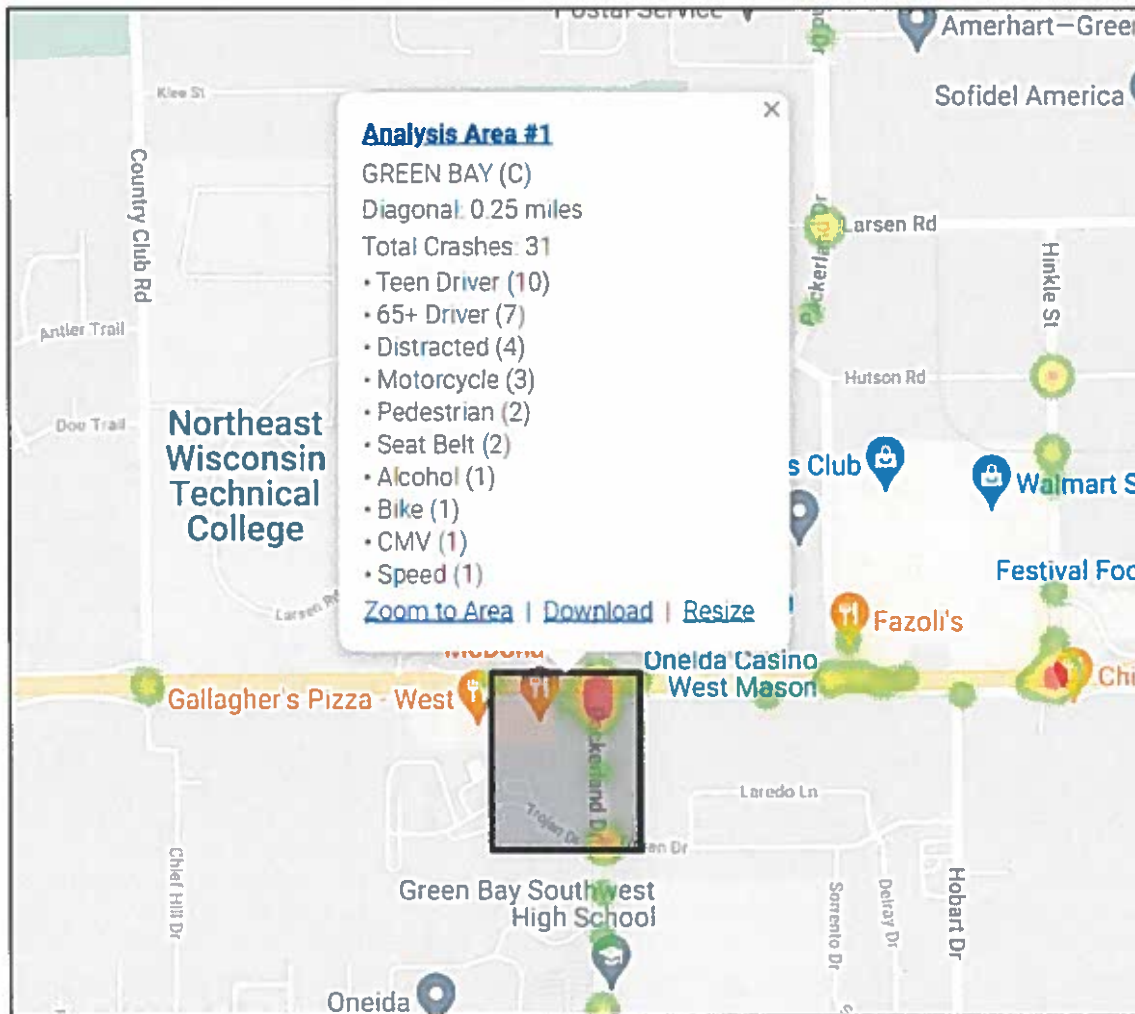
Jail Expansion: The Jail Pod is nearing substantial completion except for punch list items and Owner Requested changes. The Pod is expected to be occupied starting September 2021 given a substantial completion date of 8/27/2021.

CTC: CTC has been substantially completed since 4/30, but Miron is continuing work to address the exterior punch list items which include addressing the noise and vibration from the rooftop condensing unit.



TRAFFIC SAFETY COMMISSION UPDATE:

At the last Traffic Safety Commission meeting held on July 13, 2021, Randy Wiessinger from WisDOT/BOTS Law Enforcement Liaison/Consultant shared information he had been preparing regarding Brown County 'hotspots' focused on teen drivers using a predictive analytic tool from the Community Maps Resource. The #1 hotspot for crashes was identified as the Mason & Packerland intersection, as well as #1 for 65+ drivers. Randy informed the Traffic Safety Commission that at the Mason & Packerland intersection there have been 31 injury accidents from 2018 to July 1, 2021, or about one crash every 6 weeks.



The Community Maps tool can be found at this website, then hit the link "Enter Community Maps" <https://transportal.cee.wisc.edu/partners/community-maps/>

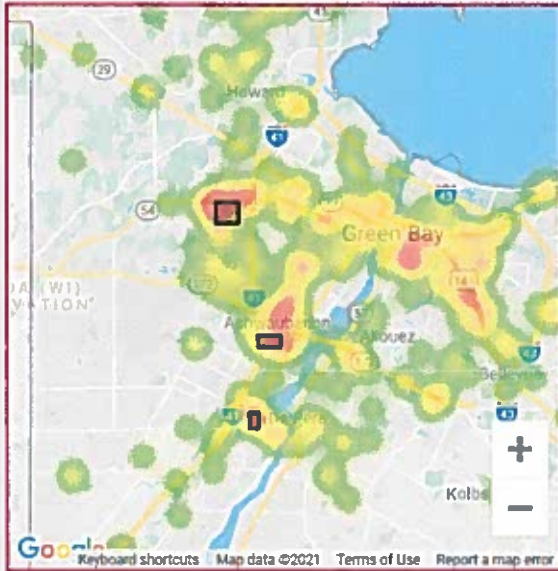
The Search Tab allows you to toggle several features regarding crash data statewide, but you can narrow it down to just Brown County. The TSC Resources tab has county profiles at the bottom that have a lot of information driven by the crash data on hand.

The next page shows some screen shots from the Brown County profile on the TSC Resources tab.

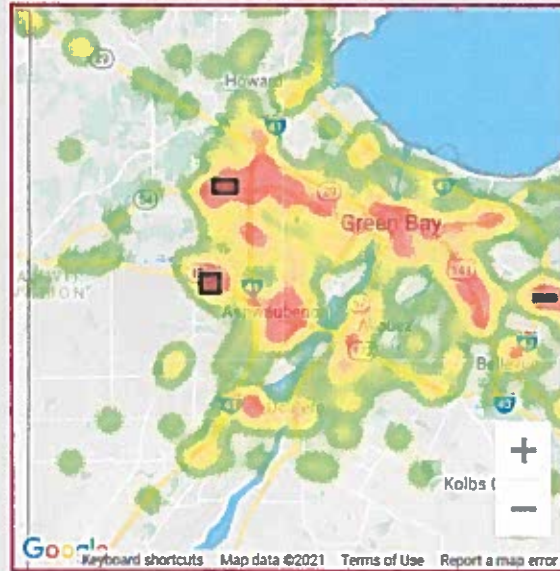
Predictive Analytics

Predictive Analytics is an emerging program that uses established crash trends to identify "hotspots" in a particular locality. The program is geared to promote changes in driving culture in and around crash hotspots, with a particular focus on outreach. Utilizing a Safe Systems Approach, Predictive Analytics introduces multi-pronged solutions that involves a wide array of partners and stakeholders in traffic safety working together to reduce injury crashes.

Locations of injury and fatal crashes involving a teen driver



Locations of injury and fatal crashes involving an older driver

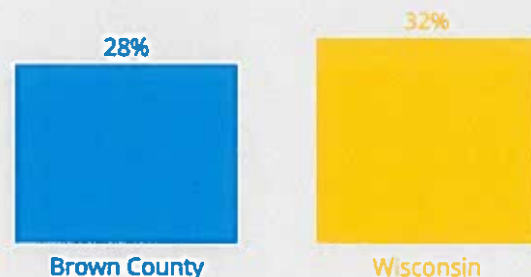


On an average year in Brown County, **Friday** has the **highest number** of injury and fatal crashes. In addition, over a 24-hour period, injury and fatal crashes occur **most frequently** between **4pm-5pm** peaking at **81** crashes in total throughout the year.

Lane Departure Crashes

Fewer lane departure crashes occur in Brown County, out of total injury and fatal crashes, compared to the state. That is an average of 258 fatal and injury lane departure crashes per year. **Colliding with a Motor Vehicle In Transport** was the most frequent *first harmful event*. Breaking this up, **71%** are single vehicle only, while statewide 75% are.

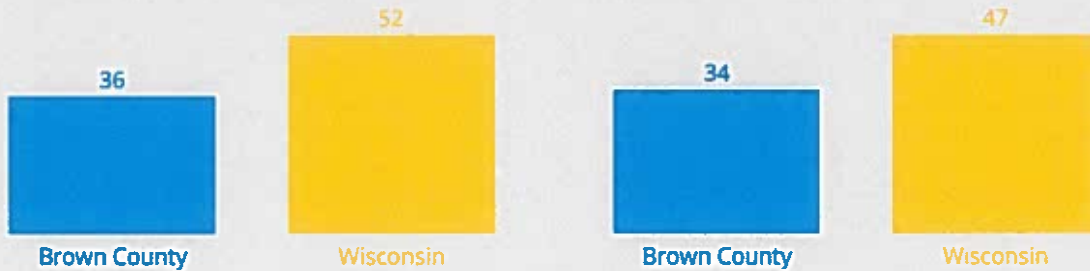
A **lane departure crash** is defined as when the driver crosses the centerline, edge line, or leaves the roadway and then usually colliding with another vehicle or an object, such as a guardrail or a tree. The cause of a lane departure crash could be a mixture of factors – speeding, being impaired by alcohol, or feeling tired.



Health Impacts and Medical Costs

Compared to Wisconsin, **fewer** people are in a crash in Brown County (per 1,000 residents)⁴

and **fewer** people are hospitalized due to a crash (per 100,000 residents)⁴



While average medical costs per hospitalized person⁴ is **higher**

and **fewer** people died⁴ out of all occupants.



Randy Wiessinger also noted at the Traffic Safety Commission that the County Road Safety Plan Brown County initiated, and the safety features installed along our County roadways, was essential to the reduction in lane departure crashes, reducing the number of crashes, and reducing fatal crashes. Overall, a very positive report for the citizens of Brown County.

STAFFING REPORT: See Attached Table.

**BROWN COUNTY PUBLIC WORKS
STAFFING SUMMARY**

As of 6/30/2021

HIGHWAY DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Highway Crew	4/2/21	Resigned	Hold	---	---
Highway Crew	5/3/21	Retired	Hold	---	---
Accounting Technician (0.75)	6/17/21	Resigned	Fill	In Process	---

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	10.75	10.0
Electrician	1.0	1.0
Engineering	7.0	7.0
Mechanics / Shop	12.0	12.0
Highway Crew	74.0	72.0
Bridge Tender	5	5
Summer	2.85	2.85 *
Summer - Engineering	1.27	1.27 *
LTE	1	1 *
TOTAL	114.87	112.12

FACILITY MANAGEMENT DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Housekeeper	6/10/20	Termed	Fill	In Process	---
Housekeeper	12/16/20	Transferred	Filled	6/14/21	---
Housekeeper	5/28/21	Resigned	Fill	In Process	---
Facility Worker (0.5)	6/6/21	Resigned	Fill	In Process	---
Accounting Technician (0.25)	6/17/21	Resigned	Fill	In Process	---

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	5.25	5.0
Facility Technicians	1.0	1.0
Facility Mechanics	8.0	8.0
Facility Workers	9.0	8.5
Housekeeping	20.0	19.0
Electrician	1.0	1.0
Summer Help	0.46	0.46 *
TOTAL	44.71	42.96

* NOTE: Starting 5/10/21 – the Department began hiring our Seasonal LTE & Summer employees – numbers are reflected in “Actual FTE’s” for both divisions.

August 18, 2021

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
FOR THE UW-EXTENSION DEPARTMENT –
COMMUNITY GARDEN COORDINATOR POSITION

WHEREAS, a table of organization request was submitted by the UW-Extension Department (“Department”); and

WHEREAS, the Department received funding from the Redevelopment Authority of Green Bay to increase the wage of their Community Garden Coordinator position to be closer to midpoint in the class and comp plan, which will aid in recruitment efforts; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the deletion of one (1.0 FTE) Community Garden Coordinator position and the addition of one (1.0 FTE) Community Garden Coordinator position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, the following changes to the Department’s table of organization, as described above and below in the Budget Impact section of this resolution, are hereby approved: the deletion of one (1.0 FTE) Community Garden Coordinator position and the addition of one (1.0 FTE) Community Garden Coordinator position.

BE IT FURTHER RESOLVED, that, should the funding end, said Position will end and be eliminated from the U.W. Extension table of organization.

Budget Impact: UW-Extension

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Community Garden Coord \$17.94/hr Position# 101.900.083 Hours: 2,088	1.0	Deletion	(\$37,459)	(\$13,315)	(\$50,774)
Community Garden Coord \$20.00/hr Position# 101.900.083 Hours: 2,088	1.0	Addition	\$41,760	\$21,881	\$63,641
Donation from Redevelopment Authority of Green Bay					\$12,867
Annual Budget Impact					-0-

Partial Budget Impact (8-22-21 to 12-31-21)	FTE	Addition/ Deletion	Salary	Fringe	Total
Community Garden Coord \$17.94/hr Position# 101.900.083 Hours: 2,088	1.0	Deletion	(\$12,486)	(\$4,439)	(\$16,925)
Community Garden Coord \$20.00/hr Position# 101.900.083 Hours: 2,088	1.0	Addition	\$13,920	\$7,294	\$21,214
Donation from Redevelopment Authority of Green Bay					\$4,289
Partial Budget Impact					-0-

Fiscal Note: This resolution does not require an appropriation from the General Fund. Personnel costs will be offset by donations from Redevelopment Authority of Green Bay.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 ADMINISTRATION COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

21-056R
 Authored by UW-Extension
 Final Draft Approved by Corporation Counsel's Office

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 6-21-21
REQUEST TO: PD & T, Administration and County Board
MEETING DATE: 7/27/21; 8/5/21; 8/18/21
REQUEST FROM: Judy Knudsen
Director

REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance

TITLE: RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR THE UW-EXTENSION DEPARTMENT – COMMUNITY GARDEN COORDINATOR POSITION

ISSUE/BACKGROUND INFORMATION:

UW Extension would like to increase a wage closer to midpoint and obtained funding from the Redevelopment Authority of Green Bay.

ACTION REQUESTED:

Increase wage from \$17.94 to \$20.00 an hour for Community Garden Coordinator

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$0
2. Is it currently budgeted? Yes No N/A (if \$0 fiscal impact)
 - a. If yes, in which account?
If no, how will the impact be funded? Donation from Redevelopment Authority of Green Bay
 - b. If funding is from an external source, is it one-time or continuous?
3. Please provide supporting documentation of fiscal impact determination.

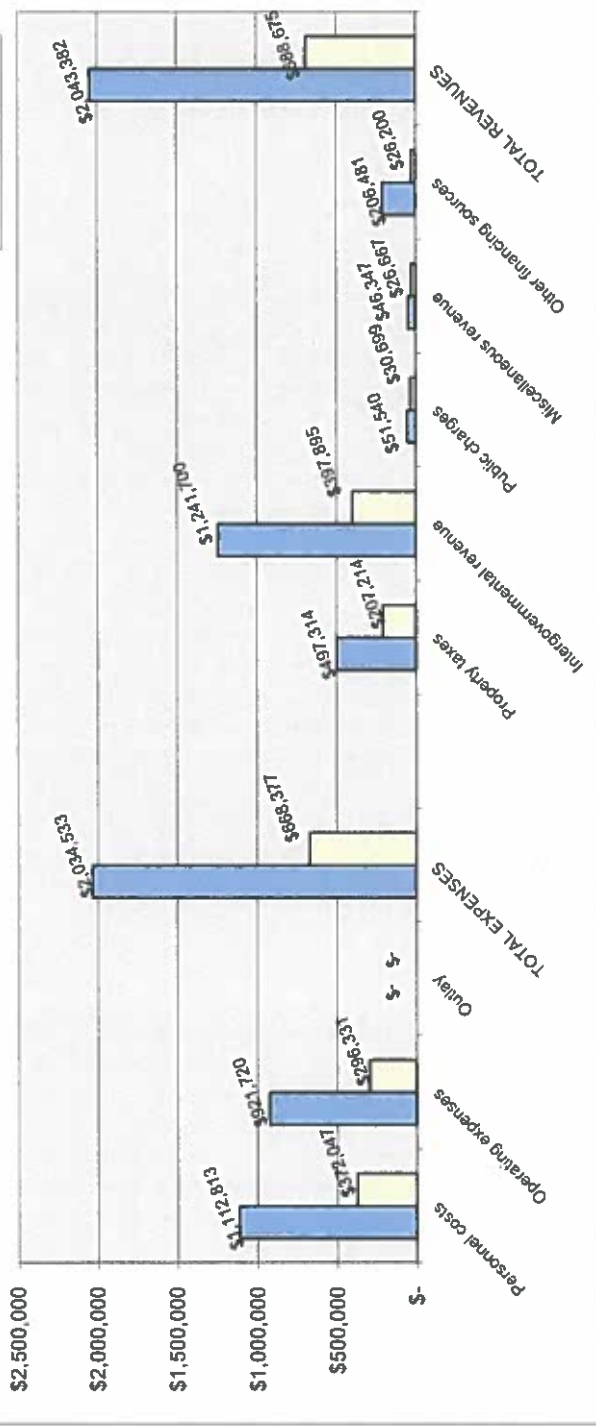
COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

Brown County - Planning
Budget Status Report
May 31, 2021

	2021 Amended		2020 YTD	
	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 1,112,813	\$ 372,047	\$ 1,179,207	\$ 383,130
Operating expenses	\$ 921,720	\$ 296,331	\$ 837,590	\$ 319,485
Outlay	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 2,034,533	\$ 668,377	\$ 2,016,797	\$ 702,615
Property taxes	\$ 497,314	\$ 207,214	\$ 451,530	\$ 188,138
Intergovernmental revenue	\$ 1,241,700	\$ 397,895	\$ 1,187,708	\$ 395,732
Public charges	\$ 51,540	\$ 30,699	\$ 62,200	\$ 23,019
Miscellaneous revenue	\$ 46,347	\$ 26,667	\$ 26,667	\$ 26,667
Other financing sources	\$ 206,481	\$ 26,200	\$ 281,311	\$ 30,052
TOTAL REVENUES	\$ 2,043,382	\$ 688,675	\$ 2,009,416	\$ 663,607

HIGHLIGHTS:
Expenditures: All categories are progressing as anticipated.
Revenues: All categories are at or near expectations.

Planning - May 31, 2021 - Unaudited



**Brown County - Property Listing
Budget Status Report
May 31, 2021**

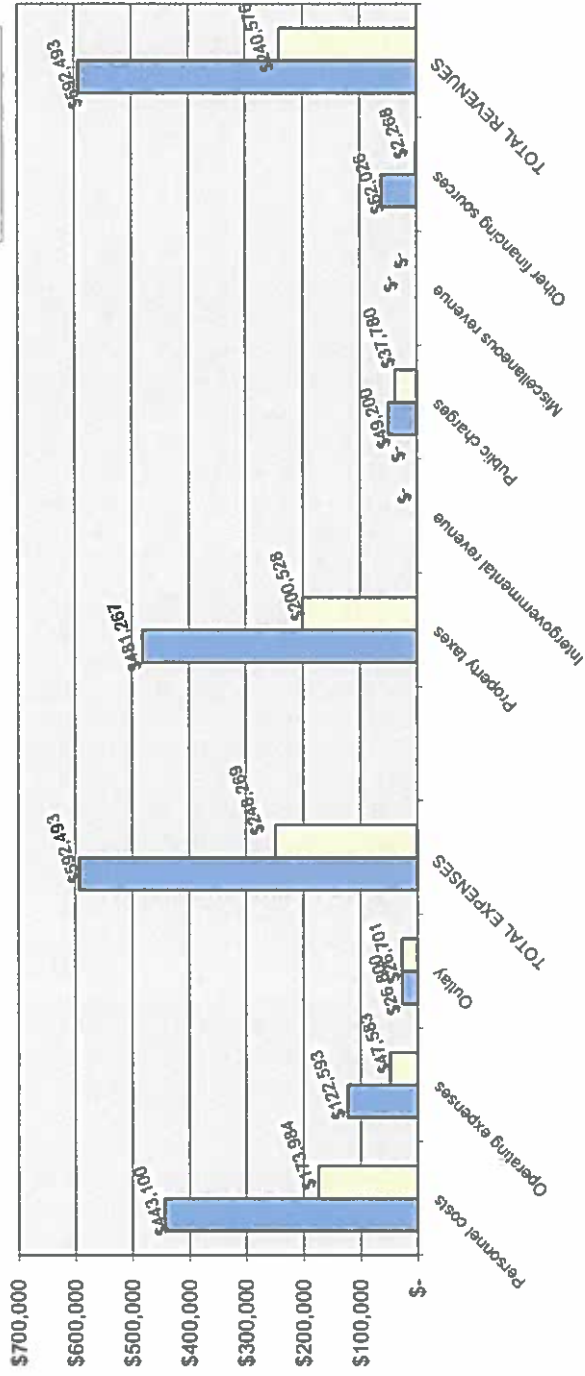
	2021 YTD		2020 YTD	
	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 443,100	\$ 173,984	\$ 440,283	\$ 156,505
Operating expenses	\$ 122,593	\$ 47,583	\$ 129,786	\$ 72,601
Outlay	\$ 26,800	\$ 26,701	\$ -	\$ -
TOTAL EXPENSES	\$ 592,493	\$ 248,269	\$ 570,069	\$ 229,107
Property taxes	\$ 481,267	\$ 200,528	\$ 484,465	\$ 201,860
Intergovernmental revenue	\$ -	\$ -	\$ -	\$ -
Public charges	\$ 49,200	\$ 37,780	\$ 54,100	\$ 20,766
Miscellaneous revenue	\$ -	\$ -	\$ -	\$ -
Other financing sources	\$ 62,026	\$ 2,268	\$ 25,000	\$ 1,207
TOTAL REVENUES	\$ 592,493	\$ 240,576	\$ 563,565	\$ 223,833

HIGHLIGHTS:

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

Property Listing - May 31, 2021 - Unaudited



Brown County - Zoning
Budget Status Report
May 31, 2021

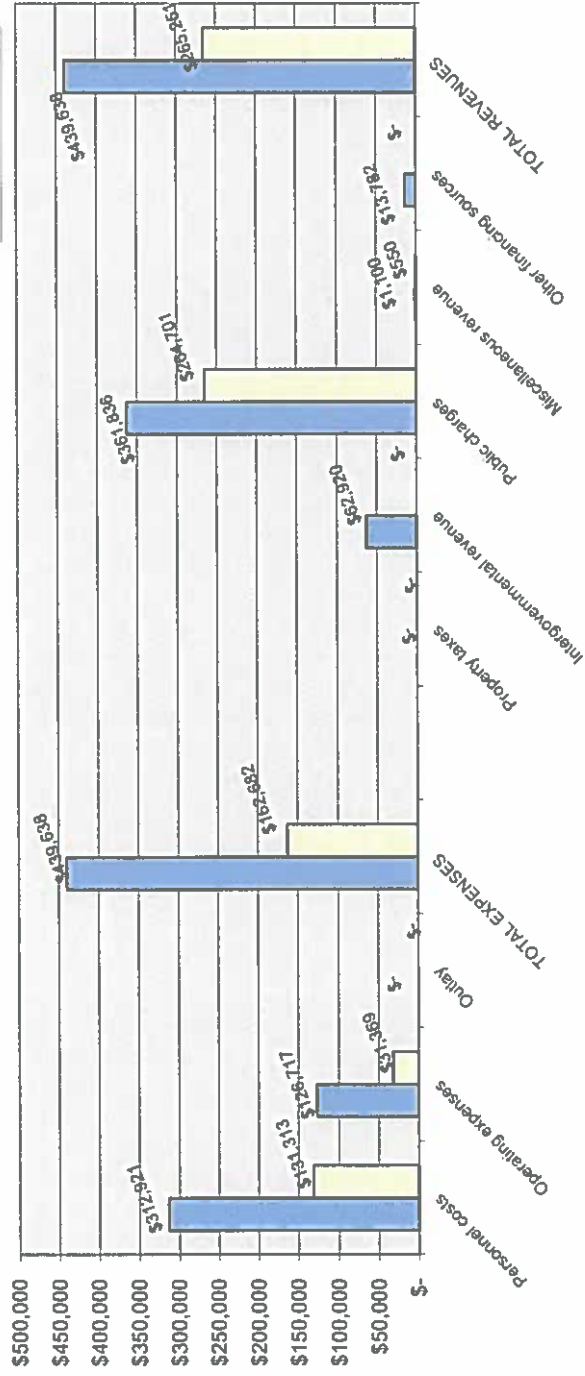
	2021 Amended		2020 Amended		2020 YTD	
	Budget	Transactions	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 312,921	\$ 131,313	\$ 312,696	\$ 123,460	\$ 312,696	\$ 123,460
Operating expenses	\$ 126,717	\$ 31,369	\$ 124,529	\$ 30,599	\$ 124,529	\$ 30,599
Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 439,638	\$ 162,682	\$ 437,225	\$ 154,059	\$ 437,225	\$ 154,059
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental revenue	\$ 62,920	\$ -	\$ 62,744	\$ -	\$ 62,744	\$ -
Public charges	\$ 361,836	\$ 264,701	\$ 357,835	\$ 275,732	\$ 357,835	\$ 275,732
Miscellaneous revenue	\$ 1,100	\$ 550	\$ -	\$ 1,100	\$ -	\$ 1,100
Other financing sources	\$ 13,782	\$ -	\$ 12,531	\$ 47	\$ 12,531	\$ 47
TOTAL REVENUES	\$ 439,638	\$ 265,251	\$ 433,110	\$ 276,879	\$ 433,110	\$ 276,879

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: Public charges for P.O.W.T.S. program are progressing as planned.

Zoning - May 31, 2021 - Unaudited



August 18, 2021

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
FOR THE PORT & RESOURCE RECOVERY DEPARTMENT –
RESOURCE RECOVERY ASSOCIATE POSITIONS**

WHEREAS, a table of organization request was submitted by the Port & Resource Recovery Department (“Department”); and

WHEREAS, the Department currently has two (0.50) FTE Resource Recovery Associate positions in their table of organization; and

WHEREAS, the Department would like to increase the ability to hire and staff the associate position by consolidating two part-time positions into one full-time position to help with the upcoming south landfill operations; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the deletion of two (0.50 FTE) Resource Recovery Associate positions in pay grade F of the Classification and Compensation Plan, and the addition of one (1.0 FTE) Resource Recovery Associate position in pay grade F of the Classification and Compensation plan.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department’s table of organization, as described above and below in the Budget Impact section of this resolution, are hereby approved: the deletion of two (0.50 FTE) Resource Recovery Associate positions in pay grade F of the Classification and Compensation Plan and the addition of one (1.0 FTE) Resource Recovery Associate position in pay grade F of the Classification and Compensation plan.

Budget Impact: Port & Resource Recovery

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Resource Recovery Associate \$19.17/hr. Position # 113.560.079 Hours: 1,044	0.50	Deletion	(\$20,013)	(\$3,789)	(\$23,802)
Resource Recovery Associate \$19.17/hr. Position # 114.560.079 Hours: 1,044	0.50	Deletion	(\$20,013)	(\$16,611)	(\$36,624)
Resource Recovery Associate \$19.17/hr. Position # TBD Hours: 2,088	1.00	Addition	\$40,027	\$23,833	\$63,860
Operating Revenue					(\$3,434)
Annualized Budget Impact (net impact of position changes)					-0-

Partial Budget Impact (9/1/21 to 12/31/21)	FTE	Addition/ Deletion	Salary	Fringe	Total
Resource Recovery Associate \$19.17/hr. Position # 113.560.079 Hours: 1,044	0.50	Deletion	(\$6,671)	(\$1,263)	(\$7,934)
Resource Recovery Associate \$19.17/hr. Position # 114.560.079 Hours: 1,044	0.50	Deletion	(\$6,671)	(\$5,537)	(\$12,208)
Resource Recovery Associate \$19.17/hr. Position # TBD Hours: 2,088	1.00	Addition	\$13,342	\$7,944	\$21,286
Operating Revenue					(\$1,144)
Partial Budget Impact (net impact of position changes)					-0-

Fiscal Note: This resolution does not require an appropriation from the General Fund. Personnel costs will be offset by an increase in operating revenue

Respectfully submitted,
 PLANNING, DEVELOPMENT &
 TRANSPORTATION COMMITTEE

ADMINISTRATION COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

21-054R

Authored by Port & Resource Recovery Department
Final Draft Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
CHU	3				
DORFF	4				
JACOBSON	5				
LEFEBVRE	6				
FRIBERG	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
MURPHY	15				
KASTER	16				
VAN DYCK	17				
HOPKINS	18				
ERICKSON	19				
COENEN	20				
SCHULTZ	21				
PETERS	22				
SUENNEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 6-16-21
REQUEST TO: Planning, Development & Transportation, Administration and County Board
MEETING DATE: 7/27/21, 8/5/21 and 8/18/21, respectively
REQUEST FROM: Dean Haen, Port & Resource Recovery Director
REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance

TITLE: RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR THE PORT & RESOURCE RECOVERY DEPARTMENT – RESOURCE RECOVERY ASSOCIATE POSITIONS

ISSUE/BACKGROUND INFORMATION:

Department currently has two part-time associate positions. Attempts were unsuccessfully made to fill one part-time position. In an effort to increase the ability to hire and staff the associate position, the Department would like to consolidate two part-time associate positions into one full-time associate position.

ACTION REQUESTED:

Delete 2 (0.5) FTE Resource Recovery Associates; Add 1 (1.0) FTE Resource Recovery Associate

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$0
2. Is it currently budgeted? Yes No N/A (if \$0 fiscal impact)
 - a. If yes, in which account?
If no, how will the impact be funded? Operating Revenue
 - b. If funding is from an external source, is it one-time or continuous?
3. Please provide supporting documentation of fiscal impact determination.

COPY OF RESOLUTION OR ORDINANCE IS ATTACHED



Tabulation Record / Intent to Award Documentation

305 E. Walnut Street, Green Bay, WI 54305 ☎ Phone: (920) 448-4040 ☎ Fax: (920) 440-4036 ☎
 ☎ Web: www.co.brown.wi.us ☎

Project Number: 2431A
Project Name: Jib Crane for New South Landfill
Type of Project (RFB, RFP, RFQ): RFB
Purchasing Representative: Dale DeNamur
Due Date: May 25, 2021 **Location:** Brown County Clerk's Office
Opening Date: May 25, 2021 **Location:** Bid Opening via WebEx

CONTRACTOR	CITY, STATE	BASE BID	Addenda Acknowledged?		Intent To Award
			ADD 1 - Bid Opening Info		
1 Superior Crane	Waukesha, WI	\$ 30,285.00	No - see below note		
2 Overhead Material Handling	Oak Creek, WI	\$ 30,805.00	Yes		
Note: Not acknowledging the addendum is considered a minor informality - has no effect on price					

Superior Crane

Option 1: Add \$1,350 for motorized hoist trolley for a total of \$31,635.00
 Option 2: Add #13,350 for motorized jib rotation. Add 5 weeks to lead time for automated rotation option.

Tabulation Record / Intent to Award Documentation

305 E. Walnut Street, Green Bay, WI 54305 Phone (920) 448-4040 Fax (920) 440-4036
 Web www.co.brown.wi.us



Project Number: 2430A
Project Name: Lubrication System and Lube Delivery for New South Landfill
Type of Project (RFB, RFP, RFQ): RFB
Purchasing Representative: Dale DeNamiur
Due Date: June 8, 2021
Opening Date: June 8, 2021

Location:	Brown County Clerk's Office
Location:	Bid Opening via WebEx

CONTRACTOR	CITY, STATE	FULLY INSTALLED AND OPERATIONAL COST	BIDDERS PROOF OF RESPONSIBILITY SUBMITTED BY 11:00AM ON JUNE 3, 2021	BIDDERS CERTIFICATE	BID BOND	ADD 1 - Bid Opening Info	Addenda Acknowledged?		Intent To Award
							Yes	No	
1 Haltron Lubricants	Green Bay, WI	\$ 76,712.75	Yes	Yes	Yes	Yes			
2 E.H. Wolf & Sons	Slinger, WI	\$ 126,206.00	Yes	Yes	Yes	Yes			

Port & Resource Recovery Department Director's Report July 2021

South Landfill – Landfill is targeting an operational date of January 3, 2022. Construction in-progress tour was held Monday July 12, 2021 for PDT, Solid Waste Board, Town of Holland and public works directors.

Construction - Construction is underway. Clay Liner is 75% installed. Geo-synthetic Liner is 20% installed. Bayland Building is pouring the foundations for the maintenance, scale house and storage buildings. Relyco is building the landfill cell, roads, leachate tank etc. Leachate tank is poured leak test and backfilling scheduled in August. Groundwater gradient control system is installed.

Operation- BC has acquired a used Tana compactor, sweeper, skid-steer, and a water truck. New hook truck and two (2) new D6 dozers are ordered, but not delivered. , Staff is evaluating acquiring two (2) used front-end loaders. A used sweeper for transfer station is also being pursued. Other necessary pieces will be acquired used or bid out as the year goes on, including wind screens, dumpsters, tools, small equipment and supplies.

Table of Organization- Clerk/Typist position is being filled. Heavy Equipment Operators (9 FTE) interviews were June 15. An eligibility list of qualified operators is being established for hiring in November. Second round of Heavy Equipment Operators recruitment may be needed. Associates (2.0 FTE) and Heavy Equipment Mechanic will be hired by December.

Utilities- Power, gas, and fiber optics are being installed.

Leachate- Leachate discharge agreement with Town of Ledgeview is being negotiated. Contract signed with Gene Frederickson for leachate hauling.

Landfill Agreement – The Town denied our amendment request to consider earlier operating hours for the benefit of reduced truck traffic during normal travel times. This may be under reconsideration by the Town. Staff will be attending August 3 Town Board meeting

Solid Waste Management Agreements – New comprehensive solid waste management agreements have been agreed to by Corporation Counsel and City of De Pere and Green Bay attorneys. Staff has established the 2022-26 landfill tipping fees and utilization of the Rate Stabilization fund. The Rate Stabilization Fund with a balance of \$1.1M has been directed and reserved by Brown County to lessen the anticipated \$8/ton increase in tipping fees necessary from constructing and operating the future South Landfill and Outagamie Northwest Landfill. Staff will seek County Board approval of a master agreement and then pursue execution of all twenty-six (26) County municipalities in 2021 with an effective date in 2022.

Recycling of Glass – The process of collections, hauling and processing recyclables from the curb, route trucks, Recycling Transfer Station, Semi trucks, and Material Recycling Facility results in broken glass. Broken glass damages trucks, concrete floors

and processing equipment. The majority of glass that is collected for recycling goes into the landfill with some recycled and used as sandblasting medium. After 30 years of the State Recycling Laws, staff feels it is time for the state to reconsider the requirement for recycling glass. No strong markets have matured. The cost of processing recyclables at our MRF is \$65/ton and our transportation costs are \$10/ton. This does not include the municipalities cost of collection and transportation to Brown County. The revenue generated for recycled glass is \$5/ton for only 33% of the glass collected. The other glass is disposed of in the landfill at a reduced tipping fee.

In addition, bike associations and bikers using the Broadway bike route experience broken glass that falls out of municipal and commercial trucks using the Recycling Transfer Station between Pilgrim Way and Hansen Road. Broadway is a County Road and Public Works regularly sweeps this area twice/month. The Village of Ashwaubenon regularly sweeps Pilgrim Way and Globe St. This year and this year only, Port & Resource Recovery has an on-site street sweeper (\$160K) for the future South Landfill. The Broadway area is and will be swept twice per week for the rest of 2021. Staff will be budgeting for a small sweeper for the parking lot and immediate property on Broadway St and Globe Ave. Broadway St, Hansen Ave and Pilgrim Way will be the responsibility of Brown County Public Works and Village of Ashwaubenon. In addition, staff is considering advocating for changing the recycling law.

Bay Port Plan of Operation – Staff continues to work on a new plan of operation for Bay Port. Staff is also working on an amendment to the 217 Agreement with the U.S. Army Corps of Engineer for future use of Bay Port.

Beneficial Reuse of Dredged Material – Draft legislation to facilitate beneficial reuse of dredged material has been shared with local legislators with several legislators willing to introduce the legislation. The budget for this project is exhausted and the project’s future will be determined based upon available staff time, legislative interest and agency support of this project.

Property Acquisition – Closing date on Pulliam Plant purchase will be in December 2021. In the meantime, Brown County staff is understanding for all necessary permits (stormwater, dredging, bulkhead, etc.) and has held preliminary meetings with the U.S. Army Corps of Engineers and WDNR. Staff will also begin working on a purchase agreement with regards to the GLC Minerals MOU. City and County staff are continuing to meet to discuss state and federal funding opportunities; including direct appropriations, stimulus funds and grants.

**Open Position Form
Port and Resource Recovery Department**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Account II (1.0 FTE)	January 1	New	TO change to Admin	Fill
Heavy Equipment Operators (9.0 FTE)	January 1	New	Establish Eligibility List. Fill in October	Posted
Heavy Equipment Mechanic (1.0 FTE)	January 1	New	Hold	Hold till Fall
Resource Recovery Associates (2.0 FTE)	January 1	New	Fill	Filling one full time
Clerk Typist	June		Fill	Posted

**Brown County
Airport
Budget Status Report
May-21**

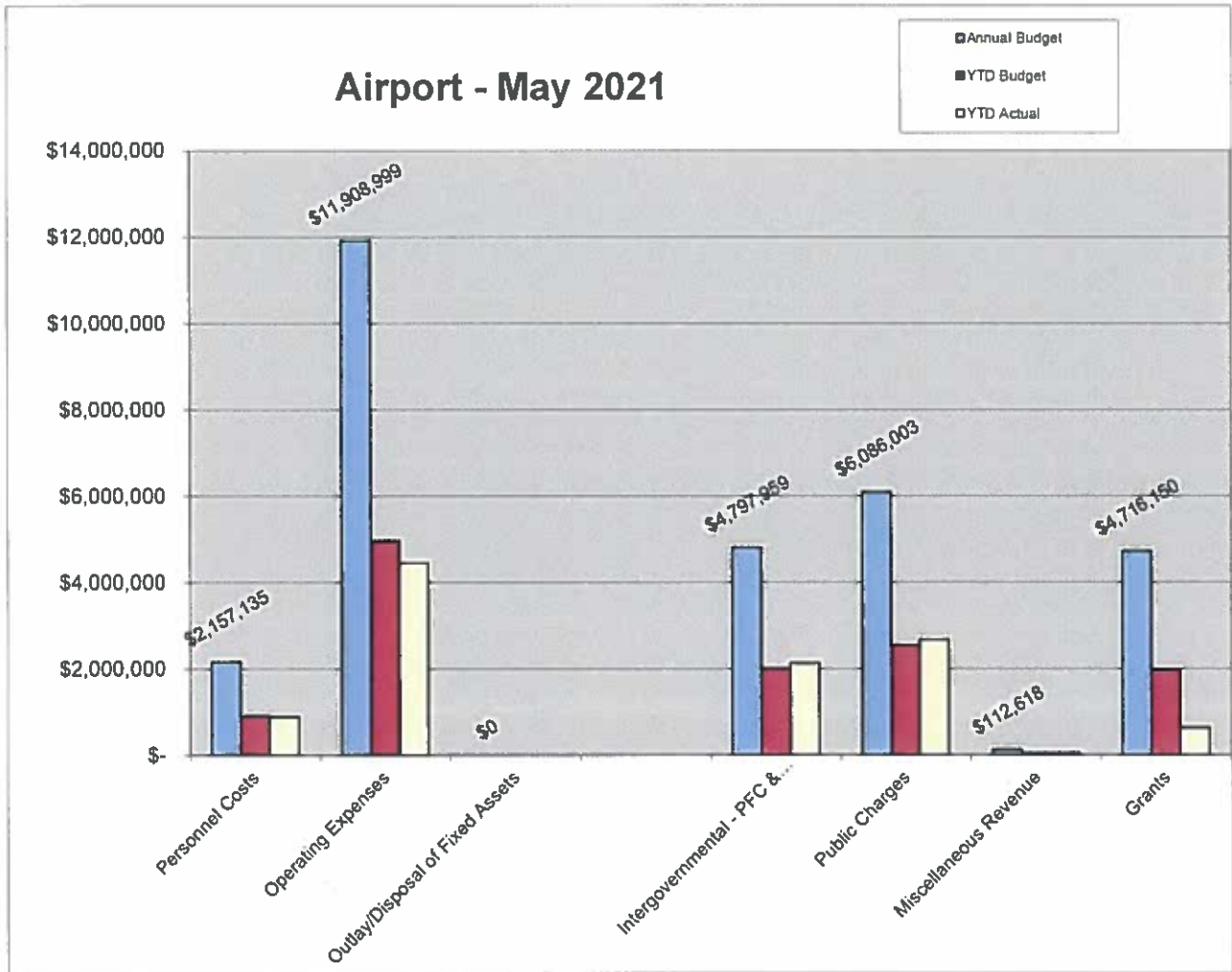
	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$2,157,135	\$898,806	\$883,147
Operating Expenses	\$11,908,999	\$4,962,083	\$4,443,139
Outlay/Disposal of Fixed Assets	\$0	\$0	\$0
Intergovernmental - PFC & Cares	\$4,797,959	\$1,999,150	\$2,128,956
Public Charges	\$6,086,003	\$2,535,835	\$2,664,564
Miscellaneous Revenue	\$112,618	\$46,924	\$49,913
Grants	\$4,716,150	\$1,965,063	\$623,502

HIGHLIGHTS

Operating Expenses are tracking below budget.

Revenue is tracking above budget.

Passenger traffic has returned to approximately 75%-80% of pre-COVID levels.



BROWN COUNTY
 GREEN BAY AUSTIN STRAUBEL INT'L AIRPORT

Departmental Openings Summary
 To: Planning, Development & Transportation Committee
 From: Airport

7/19/2021

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
----------	--------------	--------------------	--------------	-----------------

Housekeeper

1/13/2021

Resigned

Fill

Position continues to be posted for recruitment.

