

BOARD OF SUPERVISORS

Brown County



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PLAN, DEV. & TRANS. COMMITTEE
Bernie Erickson, Chair; Dave Kaster, Vice Chair
Norbert Dantine, Steve Deslauriers, Alex Tran

**PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE**
BUDGET MEETING
MONDAY, OCTOBER 21, 2019
Approx. 6:15 PM (Or to follow Land Con)
Brown County STEM Innovation Center
@ UWGB Campus
2019 Technology Way, Green Bay

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

**** NOTE DATE & TIME - Please Bring Budget Book****
(COMBINED BUDGET & REGULAR MEETING)

**** REVISED ****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 23, 2019 and October 16, 2019.

****BUDGET REVIEW****

Comments from the Public on Budget Items

REVIEW OF 2020 DEPARTMENT BUDGETS:

1. **Register of Deeds** - Review of 2020 department budget.
2. **Planning and Land Services** (Land Information, Planning Commission, Property Listing & Zoning)
- Review of 2020 department budgets.
 - a. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the Planning and Land Services Department Table of Organization. *19-116R*
 - b. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the Planning and Land Services Department Table of Organization. *19-118R*
3. **Port and Resource Recovery** - Review of 2020 department budget.
 - a. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the Port and Resource Recovery Department Table of Organization. *19-088R*
 - b. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the Port and Resource Recovery Department Table of Organization. *19-089R*
 - c. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the Port and Resource Recovery Department Table of Organization. *19-093R*
4. **Airport** - Review of 2020 department budget.
5. **Extension** - Review of 2020 department budget.
 - a. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the UW-Extension Department Table of Organization. *19-103R*

- b. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the UW-Extension Department Table of Organization. *19-104R*
 - c. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the UW-Extension Department Table of Organization. *19-105R*
 - d. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the UW-Extension Department Table of Organization. *19-106R*
 - e. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the UW-Extension Department Table of Organization. *19-107R*
6. **Public Works** (Highway, County Roads & Bridges, Facility Management)
- Review of 2020 department budget.
- a. Resolution Approving New or Deleted Positions During the 2020 Budget Process in the Public Works Department Table of Organization. *19-082R*

****NON-BUDGET ITEMS****

Comments from the Public on Non-Budget Items

- 1. **Consent Agenda**
 - a. Airport – Budget Status Financial Report for September 2019.
 - b. Extension - Budget Status Financial Report for September 2019.

Discussion/Action Items
Resolutions & Ordinances

- 2. An Ordinance to Amend Chapter 26 of the Brown County Code of Ordinances (Animal Waste Management).

Communications

- 3. Communication from Supervisors Deslauriers and Van Dyck re: That Brown County hire a waste water expert in the field of anaerobically digested dairy manure, selected at the discretion of the County Board and paid for by BC Organics, to determine the following:
 - * If the waste water discharge permit the developer is seeking would allow more phosphorus to be released in to the East River watershed.
 - * If the discharge and emissions from the digester would be detrimental to the environment or potentially harmful to Brown County residents.
 - * If the waste water treatment methodology being proposed by BC Organics is first time this technology is being proposed for a manure digester that discharges treated waste water.
 - * If the waste water treatment methodology is not viable.
 - * If any of these conditions are found to be true by the hired expert, that Brown County, to the extent is has the ability to do so, deny any land lease, deny any easement, and withdraw any support for BC Organics to construct or operate the proposed industrial manure digester in District 20.
- 4. Communication from Supervisor Deslauriers re: As the legislative and policy making body of Brown County, that the County Board take a policy position, through resolution, on the recommended criteria for installation and removal of transverse rumble strips.
- 5. Communications from Supervisors Schadewald and Deslauriers: That a handicap accessible Family Bathroom be built in:
 - a. All new Brown County facilities that include a public restroom.
 - b. Existing Brown County facilities during any public restroom renovation project.

The Family (or single-stall) Restroom, usually located adjacent to the traditional ‘Mens’ and ‘Womens’ restrooms, is a separate facility which accommodates all ages, of either sex, along with their caregiver as needed. Referred from October County Board.
- 6. Communication from Supervisor Tran re: Review and possible action on safety standards for retention ponds (storm water ponds) and rodent controls. *Referred from October County Board.*

Airport

7. Director's Report
 - a. 12+ Hour Shift Report.
 - b. Open Position Report.
 - c. Honor Flight Recap.
 - d. Annual FAA Certification Inspection.
 - e. Delta Sky Club "Pop Up"
 - f. Construction Projects.
 - i. Exit Lane Breach Control (ELBC).
 - ii. East Ramp Expansion to the West.

Public Works

8. Summary of Operations.
9. Director's Report.

Port and Resource Recovery

10. Director's Report.

Planning Commission

11. Resolution Authorizing Submittal of an Application for the Community Development Block Grant – Housing Program for Small Cities.

Extension

12. Director's Report.

Land Information, Property Listing, Zoning – No agenda items.

Other

13. Acknowledging the bills.
14. Such other matters as authorized by law.
15. Adjourn.

Bernie Erickson, Chair

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

**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 Monday, September 23, 2019 at Pittsfield Town Hall, 4862 Kunesh Rd., Pulaski, WI

Present: Chair Bernie Erickson, Supervisor Tran, Supervisor Deslauriers, Supervisor Dantine, Supervisor Kaster
Also Present: Supervisors Landwehr, Brusky & Deneys, Area Extension Director Judy Knudsen, Deputy Executive Jeff Flynt, Airport Director Marty Piette, Engineer Doug Marsh, Facility Manager John Morehouse, Port and Resource Recovery Director Dean Hain, Public Works Director Paul Fontecchio, Director of Administration Chad Weinger, Planning Director Chuck Lamine, Zoning Administrator Bill Bosiacki, Stan Kaczmarek & other interested parties

I. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 6:30 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Kaster, seconded by Supervisor Deslauriers to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

III. Approve/Modify Minutes of August 26, 2019.

Motion made by Supervisor Kaster, seconded by Supervisor Deslauriers to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

IV. Discussion re: Date, Time and Location of Budget Meeting.

Budget and Regular meeting will be Monday, October 21st @ the STEM Innovation Center; Tour at 5:30pm, Land Con 6pm, PD&T to follow.

Comments from the Public – None.

Consent Agenda

1. Harbor Commission Minutes (July 29, 2019).
2. Solid Waste Board Minutes (July 29, 2019).
3. Airport – Budget Status Financial Report for August 2019 – Unaudited.
4. Planning – Budget Status Financial Report for July 2019 – Unaudited.
5. Property Listing –Budget Status Financial Report for July 2019 – Unaudited.
6. Zoning – Budget Status Financial Report for July 2019 – Unaudited.
7. Register of Deeds - Budget Status Financial Report August 2019 – Unaudited.
8. UW-Extension – Budget Status Financial Report for July 2019 – Unaudited.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to suspend the rules to take Items 1-8 together. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to receive and place on file Items 1-8. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

Resolutions & Ordinances

9. An Ordinance to Amend Chapter 26 of the Brown County Code of Ordinances (Animal Waste Management).

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to bring ordinance back as amended at Land Conservation Subcommittee to the next PD&T meeting for approval. Vote taken. MOTION CARRIED UNANIMOUSLY.

Communications

10. Request to and Response from Town of Wrightstown regarding Digester Communication from Supervisors Deslauriers and Van Dyck. *Held for one month.*

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to receive and place on file and bring back next month the original communication from Supervisors Van Dyck and Deslauriers concerning the digester and hiring a water treatment expert that they were holding off on the vote of the town to bring back to this committee. Vote taken. MOTION CARRIED UNANIMOUSLY.

11. Communication from Supervisor Van Dyck re: Request an explanation as to why it was necessary to remove and replace 12 different sections of the newly paved Highway PP, in a 1.8 mile section from Highway W to Lasee Road. *Referred from September County Board.*

Van Dyck knew this was briefly discussed at last month's meeting and a brief explanation was given. He thanked Fontecchio for including the much needed resurfacing of PP on the project list for 2019 and for keeping the entire project on the list when funding became a question. Photos were provided (attached) that showed the patches done on 1.8 miles of PP. This was brought to his attention by a number of residents that lived on the road. There were 13 patches on this stretch of roadway, 6 smaller which were documented and 7 larger patches which went from the centerline to the edge and were running 16'x40' in length. He understood that there could have been some subsoil issues but some of the patches were 6'x6' and he didn't understand how they got to putting on the top coat. In the last meeting Fontecchio stated the patches were holding up quite well but the photos showed that it was already failing. His concern was that they had 13 patches in an area of 1.8 miles which was an additional 32 cold joints subject to fail on this road. He felt they were going to have ongoing maintenance issues with particular stretch of highway and why they didn't mill off and redo this stretch that had to be subcontracted this out. Would they have accepted this particular method of repair in this area with these patches?

Fontecchio informed a lot of these were slip failures and there were a number of contributing factors. One was the bond between the bottom and top layer didn't fully adhere; the binder and surface layers. Some of those patches, they had to go back and mill them back out and will work on them in the next couple of days. They could put another layer of asphalt on the whole section of road but it would cost a quarter of a million dollars. Incrementally they thought they'd try this first to see how it held up over the winter and they could always do the repair next year if they needed to. Fontecchio invited their consultant from OMNI to come and speak to the technical details of what happened. Their consultants did their mix design for the asphalt and testing. They did their nuclear density testing out in the field to make sure they were hitting the right state densities and also took samples of the material.

Paul from OMNI confirmed it was a slip failure, the top coat was moving over the top of the lower layer due to an issue with the bond between the layers. It wasn't always the case but typically that's the first thing they look at and something could be going on with the tack coat, essentially a glue that went in between layers. Another potential reason they look at was if the pavement underneath clean? There was a number of things that could go on that interrupt that bond, that bond was very important. One other feature was that if anymore of the asphalt mix specifications and what they look for in an asphalt mix had evolved over the years and that's all driven by the Department of Transportation. Recently, within the last 5-10 years they had gone to developing mixes and encouraging mixes to be developed that have much better longevity, getting more asphalt binder and oil which also creates a situation where sometimes mixes were a little more tender and susceptible to movement. In this case, it was never really an issue with the upper layer and there hadn't been any indication that the lower layer had any problems. They test every day that they pave, the mix itself and everything looked fine when brought into the lab and run tests, nothing wrong with the indicators that they looked for that

specified through the Department of Transportation specifications. They didn't see anything wrong with the mix, as it was being paved with the density compaction of it, it had to be compacted to a certain level, and it all looked fine. It didn't lead them to believe there was a problem with the mix itself or the method of placement. Being able to nail down the exact cause was pretty difficult but the conclusion they drew was with the bond. After it happened the county engineers called him up, they looked it over, talked to the crew, went over all the different possibilities and went back to start over again, looking at how they were doing things, reviewed everything and made sure they used correct procedures and took steps to try and remedy it. Mix was good and the methods they used to place it met all industry standards.

Landwehr questioned if this was on a DOT project and privately bid, would this be something that would be warrantied and the general contractor would have to remedy? Paul from OMNI responded that was not his area of expertise and it would be more of a project management end of thing and he didn't get into that. There would be an expectation that it be remedied, how it got remedied would be up to negotiation between the DOT and contractor and they had some leeway on it.

Van Dyck would ask that they put money into the budget for next year in anticipation of having to do something in that section of roadway. It was a section that needed to be repaved for many years and they finally got to it and it would be nice to finally fix it and put it to bed for 15-20 years. Fontecchio stated if they had a more normal winter he should be able to put another layer on there for \$250,000 out of the GTA money and they shouldn't have to worry about a budget, he had no problem doing it. Van Dyck would like some direction from the board stating where the money would come from. Weininger informed the budget was being printed this week so if they were going to make an action to change the budget he suggested taking it out in October as there was no resolution and/or anything before them to take appropriate action on. So discuss during the budget or wait until after and make a motion to fund it from the GTA. Erickson felt the general fund was a potential. Deslauriers agreed to wait until next spring but be prepared to fix it co0rrectly come 2021.

Motion made by Supervisor Deslauriers, seconded by Supervisor Kaster that if the problem persists and is not getting better by next spring, that they use a portion, if available, of GTA Funds to resurface or do whatever they find appropriate at that point, and if those funds are not available, they particularity budget for it in the 2021 budget. Vote taken. MOTION CARRIED UNANIMOUSLY.

12. **Communication from Supervisor Deslauriers re: As the legislative and policy making body of Brown County, that the County Board take a policy position, through resolution, on the recommended criteria for installation and removal of transverse rumble strips. Referred from September County Board. ***Although presented on this agenda, the intention of the Chair is to hold this item until the October meeting so Corporation Counsel can attend.***

Bring back to the October meeting.

13. **Communication from Supervisor Tran re: To look at working hours of janitorial staff – moving working hours of 3:00-11:00 PM to 1:00-9:00 PM, for safety reason and energy savings. Referred from September County Board.**

Fontecchio focused on the downtown campuses and didn't see much in the way of energy savings because typically people go home and shut the lights off and the housecleaners turn lights on when working on a floor. As for safety, 10 months of the year, it was still dark downtown and didn't see a huge change there. Their downtown housecleaners worked 2:30-11pm. He sent out an email and some of the department heads didn't have an issue with the change but there were a few that had logistical concerns involving shift changes. The Sheriff's office had a shift change at 1:45pm, starting at 2:30pm made sense so they can get in after the shift change. There were operational conflicts with the courthouse. There were department heads that requested that vacuuming and restroom cleaning take place after 4:30pm. Director Pritzl made a comment that people took staggered lunches and he was worried about food and breakrooms and common areas sitting out overnight. To Fontecchio he felt there was a reason why 2:30-11pm was a good time to do it and he wouldn't recommend a change but would be following up with the housecleaning staff at 2:30pm to give them an update.

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

Public Works

14. Budget Adjustment Request (19-073): Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.

Motion made by Supervisor Dantinne, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

15. Budget Adjustment Request (19-074): Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.

Motion made by Supervisor Kaster, seconded by Supervisor Deslauriers to approve to move savings from HPOD Ceiling Mold Remediation (92,912 sales tax budget 29,048 non-sales tax budget) to the Duck Creek Fuel System Upgrade. Vote taken. MOTION CARRIED UNANIMOUSLY.

16. Energy Update.

Weinger informed that in the County Executive's 2020 budget there was an initiative for an energy audit. Energy had changed significantly and they can reap a lot of rewards through savings so they'd like to go through that process. They had the ability to use their own capital expenditures and through those energy savings potential payback in roughly three years. Those dollars would be freed up for levy capacity. Or they could work through a company and have them finance the energy efficiencies and guarantee those efficiencies, allowing them to do a lot of projects well beyond lights. Those dollars would be financed through energy savings which would be guaranteed by a company. So if they didn't perform or reach the energy savings to pay for the upgrade, they would make up the difference. Or there could be a commendation, where they could take some county dollars and finance some for other projects.

Van Dyck understood that they don't get the cost savings to the bottom-line initially but they would be able to get a lot more projects done a lot faster and those energy savings can start occurring. Maybe they don't reap the benefits of that financially for the first few years because it was going to pay off the items but at least it was getting done and done faster than if they wait for it to be out of sales tax dollars that go through Public Works, plus they were spreading capital dollars more and there were plenty of items with the sales tax dollars that they will need to fund and some things that were going over so they may as well use this alternative financing option to pay for some of these things.

Deslauriers was thankful that the communication was brought forward because this conversation was important. Since he was on the committee he was thankful that the conversation had focused primarily on conservation. The greenest energy policy possible was avoiding generation. The conservation efforts of the county, if they can remain in the forefront instead of the background and not lose traction again, it would go a long way. While renewable sound good on paper, there was a lot of shuffling that didn't make sense and the county didn't have the control over siting additional resources for renewables. So conservation, if it can remain the focus of county environmental efforts when it came to energy would be very appreciated, it doesn't impact more residents and it was an immediate absolute savings and an actual environmental decision, not just one that was a PR decision. If they could keep the conservation discussion going, he would greatly appreciate it as well.

Responding to questions, Weinger stated he would like to bring something to the committee and walk them through when it got closer. They needed to sit down with credible consultants to get snapshots and precise accurate estimates of savings and costs and look at financing and materials, etc. Dantinne informed he got nervous when saying consultants, spending taxpayers' dollars to upgrade lightbulbs. Erickson suggested discussing further once examples were on paper. Weinger stated he'll be able to explain in a different way that

made sense. With their aging infrastructure would they rather use energy savings to finance it and not tax the taxpayer or would they rather use the revenues and reap the rewards on the front end. They won't do anything without this boards blessing.

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

17. **Summary of Operations Report.**

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

18. **Director's Report.**

Projects - They already spoke to PP, they should be done with the north section by the end of this week, weather permitting. The couple projects they had left to pave this year, CTH T in Denmark up past the high school. They had EA, where the state was doing the portion from the roundabout at 29 North. They were not ready for them as they were struggling with all the rain with the box culvert and getting the wing walls on. ZZ was the problem this year with the amount of rain they had, it was very challenging. They had highway landscapers under contract and were doing some of the tow work. They met with them this afternoon to see if they could help with some other tasks such as building retaining walls and top soiling. They were going to pave the binder layer, the first layer of asphalt and get the second layer either next year or subsequent year and let it settle off. CTH D bridge south of Wrightstown, they were hoping it will be completely finished and open to traffic by the end of next week. The Velp Avenue Bridge should also be done next week some time.

September Flooding – Last week they had a number of road closures. The round of storms was trouble and really highlighted itself on three major areas, Nicolet Drive, CTH EA and CTH GV. CTH GV was deep and he'd never seen it that way. A lot of the drainage problems were more regional.

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

Airport

19. **Open Position Report.**

Airport Director informed plans had changed for the person they hired so they reopened the recruitment, it closed on Friday and they were doing their evaluation of 5-6 decent candidates and will do interviews shortly. Ideally they'd like to get someone in before winter and trained.

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

20. **Director's Report.**

a. Construction Projects:

i. East Ramp Expansion to the West.

The rain/weather had slowed down their two projects as well. The ramp expansion was between Jet Air and their customs facility to add more parking for their general aviation aircrafts for large special events like Packer home games. The lane paving for the most part was complete, there was a little bit of hand work on one of the intersections that needed to be completed. He expected to be wrapped up this week. Despite the delays with the weather, the anticipated completion for this project was October 31st, he believed they will still hit that time, however he was hoping to get it done sooner.

ii. Runway 6/24 Safety Area.

This project was taking even longer, the safety area along the edges of the runway that they were regrading and re-sloping so it met Federal Aviation regulations. The project got to the point where they closed the runway about three weeks ago so the contractor could work in the safety area. Got to the point where it was re-graded, top-soil and hydro seeded and it started raining like crazy. They had quite a bit of hydro seed in the ditch rather than the safety area so there was a bit more restoration that needed to take place in that runway. As for operation, it was still closed and it was their primary East-West runway. The drop-dead date was September 30th to have that runway reopened. Weather looked good this week and he felt they'd get it open this week. From an operational standpoint, it did impact them particularly with the Packer traffic and all the aircraft coming in for the games. They were able to open it on a limited bases to smaller aircraft this weekend which didn't really help a lot. They needed to get it opened up for commercial traffic. Because 6/24 had been closed for so long, everything was landing on 1836 their North-South runway, he had received plenty of calls due to the higher traffic.

b. Frontier service to Orlando, Florida (MCO).

They made an announcement a couple weeks ago, Frontier will initiate service to Orlando beginning November 14th through March. This was their hope as they tested out the Denver market. Denver did extremely well and flights were full and because of that test that led them to securing the North South route to Orlando in the winter time, three days a week, Tues/Thurs/Sun. Denver will end November 12th. This was an important route when looking at traffic. This was really what people were looking for, non-stop direct to the south, more importantly to Orlando International. He encouraged everyone to use it and was finding fares each way for \$36. He wouldn't be surprised if he sees it year-round if it does well.

c. Stars & Stripes "Flight of Champions" Honor Flight October 19, 2019.

Piette encouraged everyone to come out and welcome Veterans back. This was a big deal, having the three professional sports teams in the State of Wisconsin partnering together to run three Honor Flights out of two different airports. Milwaukee will run two Honor Flights with some Bucks and Brewer alumni. Green Bay was partnering with the Stars & Stripes groups to run a flight with Packer alumni. It was a pretty big deal and he believed there were about 72 veterans on their flight along with guardians and volunteers. The flight was scheduled to arrive at 7:30pm, contingent on weather and delays. The plan was to open the concourse at 5pm to let everyone into the terminal building. Parking was free. Overflow parking will be at the casino with a free shuttle service.

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

Port & Solid Waste

20.5. Transfer Station Overhead Signs – Request for Approval.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve Elevate 97 (Colortech) for \$49,024.00. Vote taken. MOTION CARRIED UNANIMOUSLY.

20.5a. Director's Report – Update.

Port & Solid Waste Director Dean Haen provided a written report (attached) and briefly went over it with the committee.

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

Other

21. Acknowledging the bills.

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

22. Such other matters as authorized by law. None.

23. Adjourn.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to adjourn at 8:06 pm. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Alicia A. Loehlein
Administrative Coordinator

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

Pursuant to Section 19.84 Wis. Stats., a special meeting of the Brown County Planning, Development & Transportation Committee was held on Wednesday, October 16, 2019 in Room 207, City Hall, 100 N. Jefferson St., Green Bay, WI

Present: Supervisor Tran, Supervisor Dantine, Supervisor Deslauriers
Excused: Chair Erickson, Vice Chair Kaster
Also Present: County Executive Troy Streckenbach, Deputy Executive Jeff Flynt, Public Works Director Paul Fontecchio, Principal Planner Cole Runge, Director of Administration Chad Weinger, Supervisors Lund, Moynihan, Hoyer, Kneiszel and Evans, De Pere Mayor Michael Walsh, Jayme Sellen, Doug Schneider and other interested parties

I. **Call Meeting to Order.**

The meeting was called to order by Senior Member Norb Dantine at 6:45 pm.

II. **Approve/Modify Agenda.**

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Comments from the Public – None.

Public Works

1. **Budget Adjustment Request (19-086): Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.**

A letter from the Wisconsin Department of Transportation was provided to the Committee, a copy of which is attached.

Principal Planner Cole Runge addressed the Committee and thanked them for holding this special meeting. What is before the Committee tonight is a real opportunity that the county has not had in the past. Runge informed the Southern Bridge Corridor project has been in the works for many decades and has long been considered a local challenge. That has been a challenge for Brown County because we often have not been a priority of some of the overseers, specifically the state and federal government. However, over the last few months the county has had an opportunity to move the project along and get a portion built at state expense if we can accomplish a fairly large task between now and October 2020.

Runge continued that the budget adjustment before the Committee would shift money from some existing projects over to this project and would comprise half of the money the county feels is necessary at this point to hire a team of consultants to finish the Environmental Impact Statement (EIS) for the entire corridor which is necessary for an interchange to be built at I-41. If we can get the resources needed together to complete the EIS by October 2020, which Runge is confident can be done with the assistance of this funding, the State DOT Secretary has offered to design and construct a new I-41 interchange for the Southern Bridge Corridor. Runge continued that at this time he is not sure the value of the project, but the county is currently working with the State DOT and other partners to construct a similar interchange at Hwy. 29 and VV and that project will likely cost \$30 million dollars. By the time the interchange at the Southern Bridge Corridor is built, there is a good chance the investment from the state could be between \$35 - \$40 million dollars.

From a staff perspective, and because there are also local partners Lawrence, Ledgeview and De Pere who are collectively going to pay the other half of what it will cost to finish the EIS by next year, staff feels this is a very good deal and they urge the Committee to approve it.

Supervisor Deslauriers said it looks like these funds are coming from the ZZ project which looks to have been over-budgeted and asked Public Works Director Paul Fontecchio if that will change the scope of the ZZ project. Fontecchio responded that this will not affect the scope of ZZ and recalled that these two ZZ projects were both to address landslides. They took entire projects and shifted them over to ZZ, not even knowing what it would cost because they were emergency repairs, but they made sure there was plenty of money in the budget to cover this. They anticipated there could have been some geotechnical troubles, but things have gone rather smoothly and the numbers that were run as of Monday show that to date \$1.6 million dollars has been spent on those two sections of ZZ. There is \$2.3 million dollars left, but the remaining cost will not be that much. This budget adjustment should not affect anything with regard to the ZZ project and the project will remain on the same schedule.

Deslauriers asked what the process would be in the event the unforeseen happens and there are other geotechnical problems that would require funds that are reallocated with this budget adjustment. Fontecchio responded that this would be handled the same way in the future as it was this time. They would find money in existing projects or from projected savings. There are unknowns in the budget and that is why they update the CIP every spring. Deslauriers wanted to be sure that the money could be found if needed to do the projects and Fontecchio said that they could make it work.

Supervisor Moynihan provided his support for this and noted he was provided a letter from Phil Danen, Town Board Chairman of Ledgeview, a copy of which is attached, which indicates Ledgeview's support for the county's investment in the EIS.

County Executive Troy Streckenbach informed the Mayor of De Pere is in attendance and noted that the De Pere Council approved their \$300,000 at their meeting last evening.

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to suspend the rules to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Michael Walsh, Mayor of De Pere, addressed the Committee and thanked them for allowing him the opportunity to speak. He said De Pere unanimously voted last night to approve \$377,000. Two of the three communities have now approved this and Walsh feels we need to make this project a reality and keep the wheels going. He feels it would be remiss to not take this opportunity as we have one shot and this is it and we need to take it.

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Supervisor Moynihan noted that the Town of Lawrence will be undertaking this next week.

Supervisor Dantine said he has been on the Brown County Planning Commission for 30+ years and this corridor has been discussed for at least the last 20 years. This action tonight is the largest step he has seen in moving this forward and he supports it fully.

Supervisor Tran asked how many other studies have been done on this project. Runge responded that this would be a continuation of a study that has been going on for roughly 13 years. A southern bridge in De Pere or south of De Pere first appeared in county plans in the late 1960s. A very extensive planning study was done in the mid-1990s and a location was identified at that point. In the mid-2000s project development activities began which included the EIS, so they have been working with state and federal highway administration to get that done. It has been difficult due to staff turnover at various levels and there were times it took a long time to get things back from state and federal and then regulations had changed or there were new regulations passed so those had to be addressed. As staff, Runge feels the offer of the State DOT is a very significant gesture and engagement and urged the Committee and the County Board to allow the county to take advantage of this. Tran informed she fully supports this, however, she feels

it is a lot of money for a study and she has not seen a study cost this amount in the past. Runge responded that these types of studies actually typically cost more than this. Over the last 13 years Brown County staff has been working on this with various project partners and they have gotten quite a ways along the process, but there have been several things that had to be redone for the reasons he stated earlier. As a result of the Federal Highway Administration suspending the process in 2012 until a traffic analysis was finished, which was just accepted recently by the FHA, we have to go back and update a lot of information that was collected and developed prior to 2012. We also have to address new state and federal regulations that have popped up since 2012. Once that is done, they can move forward with adding new information and finishing the document and identifying the exact location. To get that done in 12 months, however, it will take more than Brown County staff so that is why they intend to enlist assistance from consultants which can work on many things at one time, as opposed to Brown County staff which can only work on one thing at a time. Typically an EIS like this would cost several millions of dollars.

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to reallocate \$600,000 to finish the Corridor Level Tier 1 EIS with the understanding that if Hwy. ZZ work funds are affected, funds will be found elsewhere and allocated to that project. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

2. Such other matters as authorized by law. None.

3. Adjourn.

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to adjourn at 6:58 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

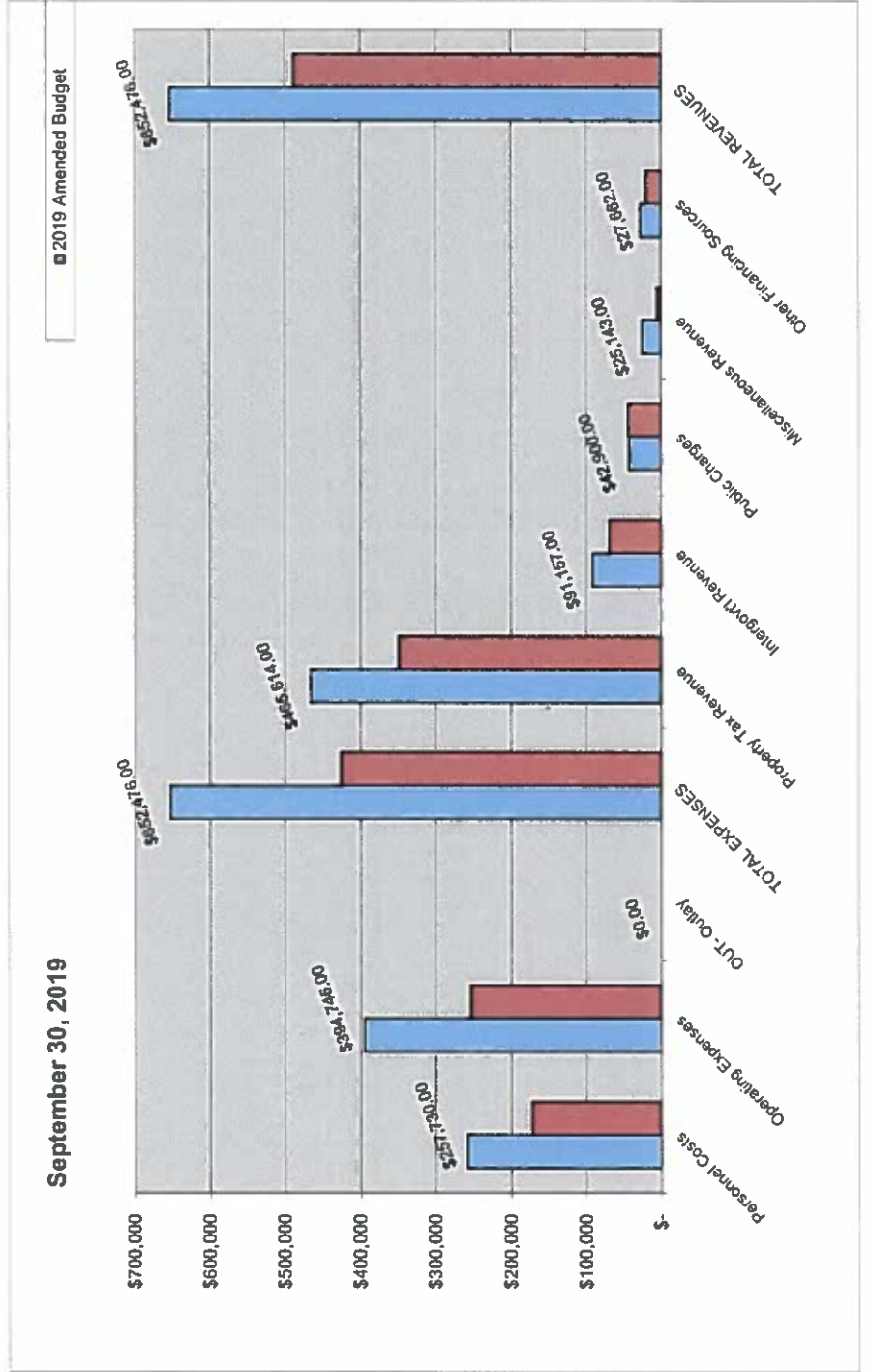
Respectfully submitted,

Therese Giannunzio
Administrative Specialist

**Brown County UW-Extension
Unaudited**

September 30, 2019

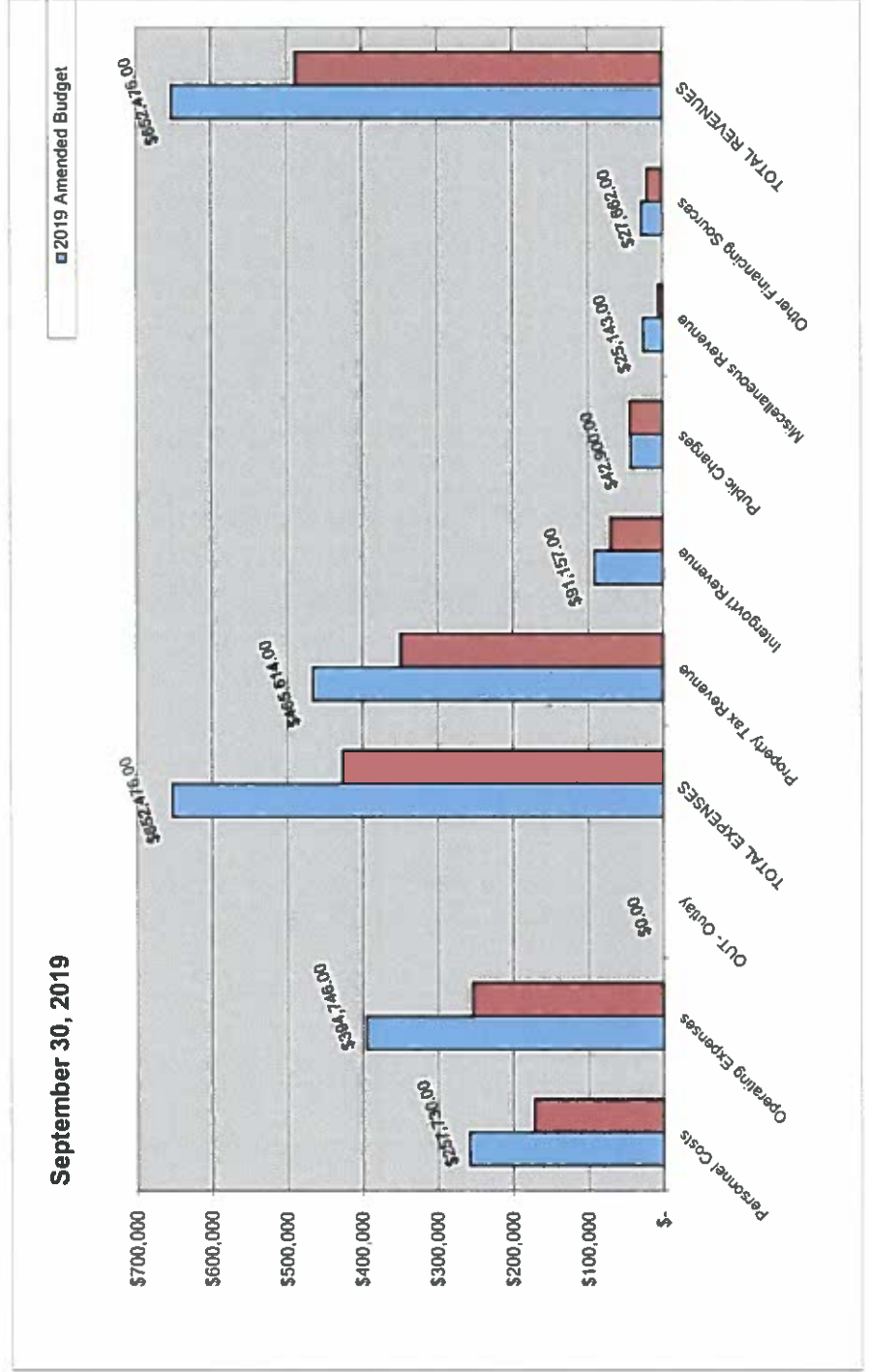
	<u>2019 Amended Budget</u>	<u>2019 YTD Transactions</u>	<u>2018 Amended Budget</u>	<u>2018 Actual</u>
Personnel Costs	\$257,730.00	\$172,223.69	\$246,287.00	\$197,698.51
Operating Expenses	\$394,746.00	\$253,898.46	\$378,315.00	\$364,834.80
OUT - Outlay	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$652,476.00	\$426,122.15	\$624,602.00	\$562,533.31
Property Tax Revenue	\$465,614.00	\$349,210.53	\$473,697.00	\$473,697.00
Intergov't Revenue	\$91,157.00	\$69,025.67	\$43,111.00	\$49,106.20
Public Charges	\$42,900.00	\$43,810.11	\$47,890.00	\$49,097.59
Miscellaneous Revenue	\$25,143.00	\$5,736.75	\$35,365.00	\$14,732.89
Other Financing Sources	\$27,662.00	\$20,228.67	\$24,539.00	\$25,075.40
TOTAL REVENUES	\$652,476.00	\$488,011.73	\$624,602.00	\$611,709.08



**Brown County UW-Extension
Unaudited**

September 30, 2019

	<u>2019 Amended</u>	<u>2019 YTD</u>	<u>2018 Amended</u>	<u>2018 Actual</u>
	<u>Budget</u>	<u>Transactions</u>	<u>Budget</u>	<u>Actual</u>
Personnel Costs	\$257,730.00	\$172,223.69	\$246,287.00	\$197,698.51
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OUT - Outlay	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$652,476.00	\$426,122.15	\$624,602.00	\$562,533.31
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Miscellaneous Revenue	\$25,143.00	\$5,736.75	\$35,365.00	\$14,732.89
Other Financing Sources	\$27,662.00	\$20,228.67	\$24,539.00	\$25,075.40
TOTAL REVENUES	\$652,476.00	\$488,011.73	\$624,602.00	\$611,709.08



November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE PLANNING AND LAND SERVICES DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the Planning and Land Services Department (“Department”) during the 2020 budget process; and

WHEREAS, there is currently a (1.0) Assistant Zoning Administrator position in the Department’s table of organization; and

WHEREAS, this position was evaluated for exemption based on job duties, decision making and specialized knowledge, and Human Resources determined the position should be exempt as this position will now be a direct supervisor over staff members, including the Sanitary Inspector of the department; and

WHEREAS, Human Resources used comparable roles at surrounding counties to place the position in the corresponding range on the classification and compensation plan; 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) Assistant Zoning Administrator position in pay grade I of the classification and compensation plan, and the addition of one (1.0) Assistant Zoning Administrator position in pay grade 7 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 one (1.0) Assistant Zoning Administrator position in pay grade I of the classification compensation

plan, and the addition of one (1.0) Assistant Zoning Administrator position in pay grade 7 of the classification and compensation plan, as requested through the 2020 budget process to be effective January 1, 2020.

Budget Impact: Planning and Land Services

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Assistant Zoning Administrator \$24.85/hr Position # 101.680.067 Hours: 2,096	1.0	Deletion	(\$52,086)	(\$27,366)	(\$79,452)
Assistant Zoning Administrator \$26.49/hr Position # 101.680.067 Hours: 2,096	1.0	Addition	\$55,523	\$27,987	\$83,510
Permit Fee Revenue Volume					(\$4,058)
Annual Budget Impact					\$ 0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-116R
 Authored by Planning and Land Services
 Final Draft Approved by Corporation Counsel's Office

PLANNING AND LAND SERVICES



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 9/6/2019
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Chuck Lamine
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE PLANNING AND LAND SERVICES DEPARTMENT-TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Assistant Zoning Administrator position was evaluated for exemption based on job duties, decision making and specialized knowledge. Human Resources completed the exemption test and determined it to be an exempt role as well as moved it to the corresponding classification and compensation exemption grade. This position will now be a direct supervisor over staff members, including the Sanitary Inspector.

ACTION REQUESTED:

Make Assistant Zoning Administrator exempt.

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

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE PLANNING AND LAND SERVICES DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the Planning and Land Services Department (“Department”) during the 2020 budget process; and

WHEREAS, the department is requesting to add one (1.0) Economic Development Director position in the Department’s table of organization; and

WHEREAS, this position is needed in Brown County to perform work involving a wide variety of activities designed to promote the economic growth of the county and its communities; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the addition of one (1.0) Economic Development Director position.

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 addition of one (1.0) Economic Development Director position, as requested through the 2020 budget process to be effective January 1, 2020.

Budget Impact: Planning and Land Services

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Economic Development Director \$41.51/hr Position # 112.610.065 Hours: 2,096	1.0	Addition	\$87,005	\$27,756	\$114,761
Annual Budget Impact					\$ 114,761

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-118R

Authored by Planning and Land Services
 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				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
DESLAURIERS	20				
TRAN	21				
MOYNIHAN, JR.	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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 9/10/2019
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Chuck Lamine
Planning Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE PLANNING AND LAND SERVICES DEPARTMENT- TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Economic Development Director Position is needed in Brown County to perform work involving a wide variety of activities designed to promote the economic growth of the county and its communities.

ACTION REQUESTED:

Add 1.0 Economic Development Director Position

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? \$114,761
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? Levy
 - 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

PORT & RESOURCE RECOVERY DEPARTMENT



2561 SOUTH BROADWAY
GREEN BAY, WI 54304

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

DEAN R. HAEN
DIRECTOR

MEMORANDUM

To: Members of Harbor Commission, Solid Waste Board and Planning, Development & Transportation Committee

From: Dean R. Haen, Director

Re: 2020 Budget

The Port & Resource Recovery Department budget is separated into the Port, Harbor Fee, Harbor 217, Waste Transfer Station, Gas-To-Energy, Hazardous Material Recovery, Recycling, Closure and General Office cost centers. The Port area and the Resource Recovery area of the department budgets are separate. Expenses and revenues are budgeted directly to their specific cost centers. General office expenses including staffing are passed on to the appropriate cost centers by an intra-fund transfer based on the percentage of Department FTE employees working in that particular cost center.

2020 Budget Overview

RESOURCE RECOVERY AREA

SOLID WASTE

- The Solid Waste area utilizes a tiered tipping fee system. The Preferred Contract rate and Contract rate are contractually bound to no more than the increase based on the change in the Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers from June 2018 to June 2019 which was a 1.44% increase. Because the June 2017 to June 2018 CPI was 3.09% and Brown County used 2.51% as the increase for the 2019 budget, the composite change for 2020 would be 2.02%. Brown County is budgeting for 2.0% increase. Prior to this year, for the past 7 years, Brown County has not raised the Preferred Contract and Contract rate customers the actual full CPI increase.

Solid Waste Transfer Station Customers

	2019 Rate	CPI Change (1.44%)	2020 Rate	2020 Actual Change
Preferred Contract Rate (/ton)	\$43.00	\$0.61	\$43.85	2.0%
Contract Rate (/ton)	\$44.50	\$0.64	\$45.40	2.0%
Gate Rate (/ton)	\$49.00	N/A	\$50.00	2.0%

Direct Delivery Customers

	2019 <u>Rate</u>	CPI <u>Change (1.44%)</u>	2020 <u>Rate</u>	2020 <u>Actual Change</u>
Preferred Contract Rate (/ton)	\$36.50	\$0.53	\$37.25	2.0%
Contract Rate (/ton)	\$36.50	\$0.53	\$37.25	2.0%

The tiered tipping fee system provides long-term and high tonnage customers with the best available tipping fees. All municipal customers of Brown County are eligible for the Preferred Contract rate no matter their tonnage level. Customers with short-term contracts and/or low tonnage are eligible for the Contract rate. Customers with no commitment to Brown County are offered the Gate rate.

Brown County continues to experience an increasing number of small users of the Solid Waste Transfer Station. This is likely the result of municipalities charging for bulk pick-up. The congestion continues to increase at the scale house and within the transfer station from residential customers. Additional staffing on Saturdays is scheduled to help traffic and process customers. Minimum delivery charge will increase from \$21.00 to \$22.00 for up to 800 lbs.

- The BOW landfill at Outagamie County will not see an increase in landfill tipping fees.
- South Landfill excavation will begin estimated at \$6M. Initial staff needs will include a Resource Recovery Technician for construction supervision and a Landfill Manager in late 2020 for overseeing 2021 landfill and ancillary facilities construction. The lower level of the Recycling Transfer Station will be remodeled with cubicles and computer equipment estimated at \$25,000.
- After DNR review and comments on the South Landfill Plan of Operation submittal, additional engineering work estimated at \$50,000 is being budgeted.
- Replace WLF leachate tank estimated at \$150,000
- Install new candlestick flares at the East and West landfill as a result of reducing gas flow estimated at \$235,000
- Replacement of West Landfill 4-wheeler with a UTV is budgeted at \$28,000.
- Evaluate and consider extending BOW Cooperative Landfill Plan beyond the South Landfill.

RECYCLING

- Recycling is state law, provides well-known environmental benefits and is better than landfilling the valuable resources. World markets for recycling commodities have significantly declined from averaging \$100/ton in previous years to \$36/ton in June 2019, requiring Brown County to charge for recyclables. Brown County is anticipating the markets to remain depressed and is budgeting a \$30/ton charge to cover the difference in processing costs/ton and commodity revenue/ton.

- Brown County has adjusted the Recycling TIP Fee Tiers to better align with the rates at the BOW Single Stream Recovery Facility. This allows for a better rate to municipal partners who bring in higher value residential material while ensuring that the cost of lower value commercial material is covered.
- The BOW Single Stream Recycling Facility will enter its 11th full year of operation in 2020. The facility processes more than 110,000 tons/yr. and is beginning to replace the original equipment. Capital investment will be paid by each county using proceeds from the sale of recyclables retained in a capital reserve fund.

HAZARDOUS MATERIAL RECOVERY (HMR)

- The HMR program will continue to work on growing VSQG business users and renegotiating contracts with partners to reduce program costs.
- Replacement of the HMR forklift is expected to cost \$35,000.
- The HMR program is budgeting \$18,630 in Clean Sweep, Ag Clean Sweep and Drug Grants from WI-DATCP. The total grant will be in the amount of \$52,310 with the difference being distributed directly to the partner counties.

PORT AREA

- Pursue acquisition or other involvement in the future use of the WE Energies Pulliam Plant to ensure property is used for its highest and best uses as industrial port property.
- Budgeting to contribute towards an Economic Development Manager position should Brown County have an ownership role. Duties would include pursuing and applying for grants, permitting, market research and other efforts associated with developing the WPS Pulliam Plant into port facilities and an intermodal facility.
- Implementing the Renard Island End-Use Plan. Begin implementing approved End-Use Plan, leasing land, forging partnerships and pursuing grants.
- Assist and facilitate in establishing Green Bay as a cruise ship destination. Several port calls are scheduled for 2020.

If you would like to discuss any of this in more detail, please contact me at Dean.Haen@BrownCountyWi.gov or at (920) 492-4950.

Sincerely,

Dean Haen
Director

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE PORT AND RESOURCE RECOVERY DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the Port and Resource Recovery Department (“Department”) during the 2020 budget process; and

WHEREAS, a new landfill is scheduled to open in 2022 and prior to opening, a position will be needed to manage bids, contracts, contractors and consultants in construction efforts; and

WHEREAS, the department has determined the need exists to add one (1.00) Landfill Manager starting in November 2020 to assist with preparation for the landfill opening and to assist in hiring and training for the landfill; and

WHEREAS, the Department recommends the following changes to the Department’s table of organization: the addition of one (1.00) Landfill Manager in pay grade 8 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: Add one (1.00) Landfill Manager position in pay grade 8 of the classification and compensation plan, as requested through the 2020 budget process to be effective November 1, 2020.

Budget Impact: Port and Resource Recovery

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Landfill Manager \$36.74/hr Position # 104.010.079 Hours: 2,096	1.00	Addition	\$77,007	\$26,363	\$103,370
Annual Budget Impact					\$103,370

Partial Budget Impact (11/1/20-12/31/20)	FTE	Addition/Deletion	Salary	Fringe	Total
Landfill Manager \$36.74/hr Position # 104.010.079 Hours: 2,096	1.00	Addition	\$12,932	\$4,385	\$17,317
Annual Budget Impact					\$17,317

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-088R
 Authored by Port & Resource Recovery
 Final Draft Approved by Corporation Counsel's Office

HUMAN RESOURCES

Brown County

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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-16-19
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Dean Haen
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE PORT AND RESOURCE RECOVERY DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The department is requesting a Table of Organization change to add a Landfill Manager in November 2020 to manage and support the new landfill being created. This position will manage bids, contracts, contractors, consultants in construction efforts. In late 2021 the manager will assist in hiring, training in preparation of operating the South Landfill.

ACTION REQUESTED:

Add 1.0 Landfill Manager

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? \$103,370
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

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE PORT AND RESOURCE RECOVERY DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the Port and Resource Recovery Department (“Department”) during the 2020 budget process; and

WHEREAS, a new landfill is scheduled to open in 2022 and prior to opening, work will be needed for excavation followed by construction management and site development features; and

WHEREAS, the department has determined the need to add one (1.00) Resource Recovery Technician starting in April 2020 to assist with preparation for the landfill opening, and after the landfill is open the position will perform environmental work including gas monitoring, leachate management and ground and surface monitoring; and

WHEREAS, the Department recommends the following changes to the Department’s table of organization: the addition of one (1.00) Resource Recovery Technician in pay grade 6 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: Add one (1.00) Resource Recovery Technician position in pay grade 6 of the classification and compensation plan, as requested through the 2020 budget process to be effective January 1, 2020.

Budget Impact: Port and Resource Recovery

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Resource Recovery Technician \$30.06/hr Position # 103.700.079 Hours: 2,096	1.00	Addition	\$63,006	\$25,859	\$88,865
Annual Budget Impact					\$88,865

Partial Budget Impact (4/1/20- 12/31/20)	FTE	Addition/ Deletion	Salary	Fringe	Total
Resource Recovery Technician \$30.06/hr Position # 103.700.079 Hours: 2,096	1.00	Addition	\$47,375	\$19,917	\$67,292
Partial Year Budget Impact					\$67,292

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-089R
 Authored by Port & Resource Recovery
 Final Draft Approved by Corporation Counsel's Office



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-16-19
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Dean Haen
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE PORT AND RESOURCE RECOVERY DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The department is requesting a Table of Organization change to add a Resource Recovery Technician to manage the 2019 excavation of the South Landfill followed by construction management of the landfill construction and site development features. Position will transition to performing environmental work once the landfill is open in 2022. Duties to include are gas monitoring, leachate management, ground and surface water monitoring.

ACTION REQUESTED:

Add 1.0 Resource Recovery Technician

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? \$88,865
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

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE PORT & RESOURCE RECOVERY DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the Port & Resource Recovery Department (“Department”) during the 2020 budget process; and

WHEREAS, there are currently four (1.0) and two (.50) Resource Recovery Associate positions in the Department’s table of organization; and

WHEREAS, the Department is requesting to create tiers in the pay range of the Resource Recovery Associate positions and eliminate the lead pay overall; and

WHEREAS, the Department, in conjunction with Human Resources, has determined that building in tiers to the pay grade would be beneficial to the department; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the deletion of four (1.0) and two (.50) Resource Recovery Associate positions at various wages along with the deletion of lead pay and the addition of five (5.00) Resource Recovery Associate positions at three tiers of wages within the pay range.

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: Delete four (1.0) and two (.50) Resource Recovery Associate positions at various wages along with the deletion of lead pay, and add four (1.0) and two (.50) Resource Recovery Associate positions at three tiers

of wages within the pay range, as requested through the 2020 budget process to be effective January 1, 2020.

Budget Impact: Port and Resource Recovery Department

Annual Budget Impact	FTE	Addition/D eletion	Salary	Fringe	Total
Resource Recovery Associate \$18.00/hr Position 113.560.079 Hours: 1,048	0.50	Deletion	(\$18,864)	(\$3,406)	(\$22,270)
Resource Recovery Associate \$18.41/hr Position 112.560.079 Hours: 2,096	1.00	Deletion	(\$38,587)	(\$6,964)	(\$45,551)
Resource Recovery Associate \$18.00/hr Position 114.560.079 Hours: 1,048	0.50	Deletion	(\$18,864)	(\$17,723)	(\$36,587)
Resource Recovery Associate \$18.00/hr Position 107.560.079 Hours: 2,096	1.00	Deletion	(\$37,728)	(\$6,808)	(\$44,536)
Resource Recovery Associate \$18.00/hr Position 109.560.079 Hours: 2,096	1.00	Deletion	(\$37,728)	(\$21,107)	(\$58,835)
Resource Recovery Associate \$19.33/hr Position 115.560.079 Hours: 2,096	1.00	Deletion	(\$40,516)	(\$25,140)	(\$65,656)
Resource Recovery Associate \$18.50/hr Position 113.560.079 Hours: 1,048	.50	Addition	\$19,388	\$3,499	\$22,887
Resource Recovery Associate \$21.50/hr Position 112.560.079 Hours: 2,096	1.00	Addition	\$45,064	\$8,133	\$53,197
Resource Recovery Associate \$18.50/hr Position 114.560.079 Hours: 1,048	.50	Addition	\$19,388	\$17,817	\$37,205
Resource Recovery Associate \$20.00/hr Position 107.560.079 Hours: 2,096	1.00	Addition	\$41,920	\$7,565	\$49,485
Resource Recovery Associate \$20.00/hr Position 109.560.079 Hours: 2,096	1.00	Addition	\$41,920	\$21,864	\$63,784
Resource Recovery Associate \$21.50/hr Position 115.560.079 Hours: 2,096	1.00	Addition	\$45,064	\$25,961	\$71,025
SEC-Lead Pay 1 Location #800.500.079		Deletion	(\$2,080)	(\$58)	(\$2,138)
Funding from operating revenues and land-tipping fees					(\$22,010)
Annualized budget Impact (net impact of position changes)					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,

PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

19-093R

Authored by Port and 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
STIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
DESLAURIERS	20				
TRAN	21				
MOYNIHAN, JR.	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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-16-19
REQUEST TO: Planning, Development & Transportation, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Dean Haen
Director of Port & Resource Recovery
REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE PORT & RESOURCE RECOVERY DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The department is requesting a Table of Organization charge to increase the pay for all Resource Recovery Associates and to eliminate the lead pay overall.

ACTION REQUESTED:

Created 'tiered' levels for pay and eliminate lead pay.

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? Funding from operating revenues and land tipping fees
 - 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

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the UW-Extension Department (“Department”) during the 2020 budget process; and

WHEREAS, there is currently a (0.33) LTE After School Instructor position (“Position”) in the Department’s table of organization; and

WHEREAS, the Green Bay School District agreed to fund additional sessions for the after school program and will reimburse all expenses related to this position; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the deletion of a (0.33) LTE After School Instructor position, and the addition of a (0.40) LTE After School Instructor position.

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: Delete one (0.33) LTE After School Instructor position, and add one (0.40) LTE After School Instructor position, as requested through the 2020 budget process to be effective January 1, 2020.

BE IT FURTHER RESOLVED, that, should the funding for the position 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
LTE-After School Instructor \$17.00/hr Position 501.900.083 Hours: 691	0.33	Deletion	(\$11,747)	(\$951)	(\$12,698)
LTE-After School Instructor \$17.00/hr Position 501.900.083 Hours:832	0.40	Addition	\$14,144	\$1,146	\$15,290
Funding from Green Bay Area Public Schools					(\$2,592)
Annual Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-103R
 Authored by UW-Extension
 Final Draft Approved by Corporation Counsel's Office

HUMAN RESOURCES



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-16-19
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Judy Knudsen
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

Green Bay School District has agreed to provide additional funding for the After School Program.

ACTION REQUESTED:

Increase hours to the After School Instructor position.

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?
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? Funding from Green Bay Area School District
 - 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

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the UW-Extension Department (“Department”) during the 2020 budget process; and

WHEREAS, there is currently a (0.20) LTE Invasive Species Coordinator position (“Position”) in the Department’s table of organization; and

WHEREAS, the Position provides leadership to eradicating invasive plant species in Brown County and is fully funded through the Greater Green Bay Community Foundation; and

WHEREAS, the Department in conjunction with Human Resources recommends increasing the hourly wage for the position from \$10.00 to \$12.00 per hour; and

WHEREAS, Human Resources in conjunction with the Department recommends the following changes to the Department’s table of organization: the deletion of one (0.20) LTE Invasive Species Coordinator position at \$10.00 per hour, and the addition of one (0.20) Invasive Species Coordinator at \$12.00 per hour.

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: Delete one (0.20) Invasive Species Coordinator position at \$10.00 per hour, and add one (0.20) Invasive Species Coordinator position at \$12.00 per hour, as requested through the 2020 budget process to be effective January 1, 2020.

BE IT FURTHER RESOLVED, that, should the funding for the position 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
LTE-Invasive Species Coordinator \$10.00/hr Position 116.900.083 Hours: 416	0.20	Deletion	(\$4,160)	(\$710)	(\$4,870)
LTE-Invasive Species Coordinator \$12.00/hr Position 116.900.083 Hours: 416	0.20	Addition	\$4,992	\$854	\$5,846
Funding from the Greater Green Bay Community Foundation					(\$976)
Annual Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-104R
 Authored by UW-Extension
 Final Draft Approved by Corporation Counsel's Office

HUMAN RESOURCES



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-16-19
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Judy Knudsen
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Invasive Species Coordinator provides leadership to eradicating invasive plant species in Brown County. The Greater Green Bay Community Foundation has funding to increase the hourly wage of this position.

ACTION REQUESTED:

Increase hourly salary for LTE Invasive Species Coordinator position from \$10.00 to \$12.00 per hour

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?
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? Greater GB Community Foundation funding
 - 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

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT –
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the UW-Extension Department (“Department”) during the 2020 budget process; and

WHEREAS, there is currently a (0.14) LTE Master Gardener Volunteer Coordinator position (“Position”) in the Department’s table of organization; and

WHEREAS, the Position provides oversight to the Master Gardener volunteers and is funded fully through the NEW Master Gardeners; and

WHEREAS, the Department, in conjunction with Human Resources, recommends increasing the hourly wage for the position from \$16.00 to \$17.00 per hour; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the deletion of one (0.14) LTE Master Gardener Volunteer Coordinator position at \$16.00 per hour, and the addition of one (0.14) LTE Master Gardener Volunteer Coordinator position at \$17.00 per hour.

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: Delete one (0.14) LTE Master Gardener Volunteer Coordinator position at \$16.00 per hour, and add one (0.14) LTE Master Gardener Volunteer Coordinator position at \$17.00 per hour, as requested through the 2020 budget process to be effective January 1, 2020.

BE IT FURTHER RESOLVED, that, should the funding for the position 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
LTE-Master Gardener Volunteer Coordinator \$16.00/hr Position 126.900.083 Hours: 300	0.14	Deletion	(\$4,800)	(\$507)	(\$5,307)
LTE-Master Gardener Volunteer Coordinator \$17.00/hr Position 126.900.083 Hours: 300	0.14	Addition	\$5,100	\$538	\$5,638
Funding from the NEW Master Gardener's Association					(\$331)
Annual Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-105R
 Authored by UW-Extension
 Final Draft Approved by Corporation Counsel's Office

HUMAN RESOURCES



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-16-19
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Judy Knudsen
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Master Gardener Volunteer Coordinator provides oversight to the Master Gardener volunteers. NEW Masters Gardeners has funding to increase the hourly salary. .

ACTION REQUESTED:

Increase hourly salary for MG Volunteer Coordinator position from \$16.00 to \$17.00 per hour

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? NEW Master's Gardener funding
 - 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

50

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the UW-Extension Department (“Department”) during the 2020 budget process; and

WHEREAS, there is currently a (0.28) LTE Invasive Species Aide position (“Position”) in the Department’s table of organization; and

WHEREAS, the Position works with the Invasive Species Coordinator to eradicate invasive plant species in Brown County and is funded fully through the Greater Green Bay Community Foundation; and

WHEREAS, the Department, in conjunction with Human Resources, recommends increasing the hourly wage for the position from \$9.25 to \$10.00 per hour, and changing the title to LTE Invasive Species Intern in order to continue partnerships with local schools; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department’s table of organization: the deletion of one (0.28) LTE Invasive Species Aide position at \$9.25 per hour, and the addition of one (0.28) LTE Invasive Species Intern position at \$10.00 per hour.

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: Delete one (0.28) LTE Invasive Species Aide position at \$9.25 per hour, and add one (0.28) LTE Invasive Species

Intern position at \$10.00 per hour, as requested through the 2020 budget process to be effective January 1, 2020.

BE IT FURTHER RESOLVED, that, should the funding for this position 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
LTE-Invasive Species Aide \$9.25/hr Position 124.900.083 Hours: 468	0.28	Deletion	(\$4,329)	(\$457)	(\$4,786)
LTE-Invasive Species Intern \$10.00/hr Position 124.900.083 Hours: 468	0.28	Addition	\$4,680	\$494	\$5,174
Funding from the Greater Green Bay Community Foundation					(\$388)
Annual Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-106R
 Authored by UW-Extension
 Final Draft Approved by Corporation Counsel's Office

HUMAN RESOURCES



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-16-19
REQUEST TO: PD&T, Exec and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Judy Knudsen
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Invasive Species Intern works with the Coordinator to eradicate invasive plant species in Brown County. The Greater Green Bay Community Foundation has funding to increase the hourly wage of this position.

ACTION REQUESTED:

Change title from LTE Invasive Species Aide to LTE Invasive Species Intern and increase hourly salary for position from \$9.25 to \$10.00 per hour

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? Greater GB Community Foundation funding
 - 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

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT
TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the UW-Extension Department ("Department") during the 2020 budget process; and

WHEREAS, there is currently one (1.00) Clerk /Typist I position ("Position") in the Department's table of organization; and

WHEREAS, the State has reduced their portion of funding for this position; and

WHEREAS, Human Resources, in conjunction with the Department, recommends the following changes to the Department's table of organization: the deletion of one (1.00) Clerk/Typist I position, and the addition of one (0.50) Clerk/Typist I position.

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: Delete one (1.00) Clerk/Typist I position, and add one (0.50) Clerk/Typist I position, as requested through the 2020 budget process to be effective January 1, 2020.

BE IT FURTHER RESOLVED, that, should the funding for this position 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
Clerk/Typist I \$17.57/hr Position 101.076.083 Hours: 1965	1.00	Deletion	(\$34,526)	(\$11,093)	(\$45,619)
Clerk/Typist I \$17.57/hr Position 101.076.083 Hours: 983	0.50	Addition	\$17,263	\$8,440	\$25,703
Annual Budget Impact					(\$19,916)

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-107R
 Authored by UW-Extension
 Final Draft Approved by Corporation Counsel's Office

HUMAN RESOURCES



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 8-13-19
REQUEST TO: PD&T, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Judy Knudsen
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE UW-EXTENSION DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The state is no longer able to contribute as much funding towards this position.

ACTION REQUESTED:

Delete 1.0 Clerk/Typist I position; Add 0.50 Clerk/Typist I position.

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? (\$19,916)
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

PUBLIC WORKS DEPARTMENT



2198 GLENDALE AVENUE
GREEN BAY, WI 54303
PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: October 21, 2019
RE: Budget Highlights

The Public Works Department incorporated a number of initiatives and changes into the 2020 budget including the following:

- **Small Vehicle Fleet Management:** The Public Works Department, coordinating with the Administration Department, will research the possibility of unifying the County's automotive fleet where pertinent, exploring the pros and cons of leasing vehicles versus owning them to ensure the best cost benefit to the County.
- **Brine Expansion:** During the winter of 2018-2019, the Highway Division introduced a brine only route with great success. As part of this budget initiative, the Highway Division will create a plan to expand its brine making capability, storage, and distribution.
- **GPS Salt Tracking:** In 2019 the Highway Division implemented a pilot program to improve the tracking of salt usage. The pilot program was very successful. As part of the 2020 budget initiative, the Highway Division will place the GPS salt tracking in the majority of the snow plow fleet to be ready for the 2020-2021 winter.
- **LED Lighting Upgrades:** Work began in 2019 to identify LED lighting upgrades for the eleven (11) buildings under the Facility Management Division's purview. These first 11 buildings have the potential to save the county over \$300,000 per year in electrical costs. Other county owned buildings will be assessed in 2020 for Phase 2 of the effort.
- **Performance Measures:** The performance measures at the bottom of the first page of the budget book have been revised. The 2020 CIP continues the overall maintenance improvement plan for the county's roads and bridges, especially improving the road ratings of the 'failed to poor' roadways and bridges.

PERFORMANCE MEASURES	2016	2017	2018	2019	2020*
Road Rating 6-10 (Good - Excellent)	74.70%	78.35%	81.00%	83.11%	77.28%
Road Rating 4-5 (Fair)	10.66%	8.55%	11.58%	11.00%	16.84%
Road Rating 1-3 (Failed to Poor)	14.65%	13.10%	7.42%	5.90%	5.88%
Bridge Rating 80-100 (Good - Excellent)	72.73%	72.73%	75.32%	76.63%	80.52%
Bridge Rating 50-80 (Fair)	14.29%	14.29%	14.29%	15.58%	15.58%
Bridge Rating < 50 (Poor)	12.99%	12.99%	10.39%	7.79%	3.90%

*Projected at end of 2020

- **Overall Staff Levels:** Highway and Facilities staff levels remain unchanged from the 2019 budget in terms of total FTE's.
- **Table of Organization Changes:** The table of organization remains the same as 2019.
- **Overall Budget Levels:** Overall budget levels are very similar to 2019 with the minor variations noted in the budget book. There was an increase in state revenue (RMA) of \$985,955 with a corresponding increase in personnel expenses (\$658,922) as compared to the 2019 budget. This is primarily due to the additional bridge tender duties. There was also an increase in county maintenance funding (GTA) of \$556,854 as compared to the 2019 budget.

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020
BUDGET PROCESS IN THE PUBLIC WORKS DEPARTMENT –
HIGHWAY TABLE OF ORGANIZATION**

WHEREAS, a table of organization request was submitted by the Public Works-Highway Department (“Department”) during the 2020 budget process; and

WHEREAS, there are currently four (0.50) FTE LTE Highway Maintenance Worker positions in the Department’s table of organization; and

WHEREAS, these positions have been difficult to recruit for at the present wage of \$12.00 per hour, and other county comparable positions are paying around \$20.00 for the same limited term job duties; and

WHEREAS, the Department, in conjunction with Human Resources, have determined that increasing the pay to \$20.00 per hour will help with recruitment and retention; and

WHEREAS, Human Resources, in conjunction with the Department, recommend the following changes to the Department’s table of organization: the deletion of four (0.50) LTE Highway Maintenance Worker positions at \$12.00 per hour, and the addition of two (0.50) LTE Highway Maintenance Worker positions at \$20.00 per hour.

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: Delete four (0.50) FTE LTE Highway Maintenance Worker positions at \$12.00 per hour, and add two (0.50) FTE

6a

LTE Highway Maintenance Worker positions at \$20.00 per hour, as requested through the 2020 budget process to be effective January 1, 2020.

Budget Impact: Public Works-Highway

Annual Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Highway Maintenance Worker \$12.00/hr Position 902.500.044 Hours: 1,040	0.50	Deletion	(\$12,480)	(\$1,436)	(\$13,916)
LTE Highway Maintenance Worker \$12.00/hr Position 904.500.044 Hours: 1,040	0.50	Deletion	(\$12,480)	(\$1,436)	(\$13,916)
LTE Highway Maintenance Worker \$12.00/hr Position 905.500.044 Hours: 1,040	0.50	Deletion	(\$12,480)	(\$1,436)	(\$13,916)
LTE Highway Maintenance Worker \$12.00/hr Position 906.500.044 Hours: 1,040	0.50	Deletion	(\$12,480)	(\$1,436)	(\$13,916)
LTE Highway Maintenance Worker \$20.00/hr Position 902.500.044 Hours: 1,040	0.50	Addition	\$20,800	\$2,394	\$23,194
LTE Highway Maintenance Worker \$20.00/hr Position 904.500.044 Hours: 1,040	0.50	Addition	\$20,800	\$2,394	\$23,194
Annual Budget Impact					(\$9,276)

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2020 Proposed Budget.

Respectfully submitted,
 PLANNING, DEVELOPMENT AND
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-082R
 Authored by Public Works-Highway
 Final Draft Approved by Corporation Counsel's Office

ba

HUMAN RESOURCES



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

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-1-19
REQUEST TO: PD&T Committee, Executive, and County Board
MEETING DATE: 10/21, 10/28, 11/6, respectively
REQUEST FROM: Paul Fontecchio
Director

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

TITLE: RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2020 BUDGET PROCESS IN THE PUBLIC WORKS DEPARTMENT – HIGHWAY TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The department would like to increase the wage for the LTE Highway Maintenance Worker positions as well as reduce the quantity to hire annually. The department feels the wage is low for the type of work involved. For the past couple years the department budgeted four (4) .5 FTE, LTE positions at \$12/hr but were not successful in recruiting any employees. This position needs the employee to be able to operate a large tractor mower with bat-wing attachment. If the wage is increased to be more competitive for the work required, the department can attract qualified candidates and actually fill the department's summer needs.

ACTION REQUESTED:

Delete (2) .5 FTE, LTE Highway Maintenance Worker positions
Increase the Rate on (2) .5 FTE, LTE Highway Maintenance Worker positions to \$20/hr

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? \$(9,276)
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

ka

October 16, 2019

**AN ORDINANCE TO AMEND CHAPTER 26
OF THE BROWN COUNTY CODE OF ORDINANCES
(ANIMAL WASTE MANAGEMENT)**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Chapter 26 is hereby amended as follows:

CHAPTER 26

ANIMAL WASTE MANAGEMENT

26.01 AUTHORITY. This ordinance is adopted under authority granted under Section 59.70(1), 92.15 and 92.16 of the Wisconsin Statutes. The title of this ordinance is "Brown County Animal Waste Management Ordinance" and it regulates design, construction, abandonment and maintenance of animal waste storage facilities, animal feedlots, and nutrient management.

26.02 FINDINGS AND DECLARATION OF POLICY. The Brown County Board finds this ordinance is designed to protect and promote our agricultural industry and also to promote and enhance the aesthetic conditions and general welfare of the people and communities within Brown County.

The County of Brown permits operation of properly conducted agricultural operations within the county. If the property you are purchasing or own is located near agricultural lands of operation or included within an area zoned for agricultural purposes, you may be subject to outcomes arising ~~from~~ from such operations. Such outcomes may include, but are not limited to: noises, odors, lights, fumes, dust, smoke, insects, chemicals, operation of machinery (including aircraft) during an 24 hour period, storage and disposal of manure, and the application by spraying or otherwise of chemical fertilizers, soil amendments, herbicides and pesticides. One or more of the outcomes described may occur as a result of any agricultural operation which is in conformance with existing laws and regulations and accepted customs and standards. If you live near an agricultural area, you should be prepared to accept such outcomes as a normal and necessary aspect of living in a county with a strong rural character and an active agricultural sector. Brown County has established the Land Conservation Sub-Committee to assist in the resolution of any animal waste management disputes which might arise between residents of the county regarding agricultural operations.

26.03 PURPOSE. The purpose of this ordinance is to regulate the location, construction, installation, alteration, design and use of animal waste storage facilities and animal feedlots so as to protect the health and safety of residents and transients; prevent the spread of disease and promote the prosperity and general welfare of the citizens of Brown County. It is also intended to provide for the administration and enforcement of the ordinance and to provide penalties for its violation. It is also intended to protect the groundwater and surface water resources of Brown County. The ordinance also implements the agricultural performance standards and manure management prohibitions.

26.04 INTERPRETATION. In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of Brown County, and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

26.05 SEVERABILITY CLAUSE. If any section, provision or portion of this ordinance is ruled invalid by a court, the remainder of the ordinance shall not for that reason be rendered ineffective.

26.06 APPLICABILITY. This ordinance applies only in unincorporated areas of Brown County and incorporated areas of Brown County which have delegated such authority to Brown County. Abandonment requirements apply to all animal waste storage facilities regardless of the date of construction. Nutrient Management Plan (590) provisions shall apply to all animal waste storage facilities issued a permit under this ordinance regardless of the date of construction. Animal feedlot requirements shall apply only to sites that exceed the prohibitions in section 26.11 of this ordinance or the standards in Section 10.04(1)(b), Brown County Code; or receive a notice of discharge under ch. 283 Wis. Statutes; or existing sites that exceed 500 animal units; or new animal feedlots that exceed 40 animal units.

26.07 EFFECTIVE DATE. This ordinance shall become effective upon adoption and publication by Brown County.

26.08 DEFINITIONS. Definitions herein are to conform to the provisions set forth in the Wisconsin Administrative Code and Brown County Code.

"Abandonment" means a livestock waste storage facility is no longer being used for its intended purpose, and is no longer receiving animal wastes, has not received any animal wastes for a period of two years and, based on available evidence, will not receive animal wastes from an active livestock operation within the next six months.

"Animal Feedlot" means a lot or building or combination of lots and buildings intended for the confined feeding, breeding, raising, or holding of animals, specifically designed as a confinement area in which manure may accumulate, or where the concentration of animals is such that a vegetative cover cannot be maintained within the enclosure. For purposes of these parts, open lots used for the feeding and rearing of poultry (poultry ranges) shall be considered to be animal feedlots. Pastures shall not be considered animal feedlots under these parts. New animal feedlots are those that are established after the effective date of this ordinance.

"Animal Unit" means a unit of measure used to determine the total number of single animal types or combination of animal types, as specified in NR243, which are fed, confined, maintained, or stabled in an animal feeding operation.

"Animal Waste" means livestock excreta and other materials such as bedding, rain or other water, soil, hair, feathers and other debris normally included in animal waste handling operations.

"Animal waste storage facility" means concrete, steel or otherwise fabricated structure and earthen animal waste storage facility used for temporary storage of animal waste or other organic waste.

"Applicant" means any person who applies for a permit under this ordinance.

"Brown County Land Conservation Sub-Committee" means an operating committee of the Brown County Board of Supervisors.

"Brown County Land and Water Conservation Department" means the enforcing authority of this ordinance.

"Clean water diversion" has meaning in s. NR 151.06

"Direct conduits to groundwater" means wells, sinkholes, swallets, fractured bedrock at the surface, mine shafts, non-metallic mines, tile inlets discharging to groundwater, quarries, or depressional groundwater recharge areas over shallow fractured bedrock.

"Direct runoff" includes any of the following:

- (a) Runoff from a feedlot that can be predicated to discharge a significant amount of pollutants to surface waters of the state or to a direct conduit to groundwater.
- (b) Runoff of stored manure, including manure leachate, that discharges a significant amount of pollutants to surface waters of the state or to a direct conduit to groundwater.
- (c) Construction of a manure storage facility in permeable soils or over fractured bedrock without a liner designed in accordance with s. NR 154.04 (3)
- (d) Discharge of a significant amount of leachate from stored manure to waters of the state.

"Earthen animal waste storage facility" means a facility constructed of earth dikes, pits or ponds used for temporary storage of animal waste.

"Karst Feature" means an area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets.

~~"Land Conservation Committee" means an operating committee of the Brown County Board of Supervisors.~~

~~"Land Conservation Department" means the enforcing authority of this ordinance.~~

"Liquid Manure" means manure that contains less than 12 percent solid material by volume.

"Manure" means livestock excreta. "Manure" includes the following when intermingled with excreta in normal farming operations: debris including livestock bedding, water, soil, hair, feathers; processing derivatives including separated sand, separated manure solids, precipitated manure sludges, supernatants, digested liquids, composted biosolids, and process water; and runoff collected from barnyards, animal lots and feed storage areas.

"Manure storage facilities" has meaning given in NR 151.05.

"Navigable water" and "navigable waterway" has the meaning given in s. 30.01 (4m), Stats.

"Nonpoint source" has the meaning given in s. 281.65 (2)(b), Stats.

"Nonpoint source water pollution" has the meaning given in s. 281.16 (1) (f), Stats.

"Nutrient management" has given meaning in s. NR 151.07 and other debris that becomes intermingled with livestock excreta in normal manure handling operations.

"Nutrient Management Plan (590)" means a plan that balances the nutrient needs of a crop with the nutrients available from legume crops, manure, fertilizers or other sources. Management includes the rate, method, and timing of the application of all sources of nutrients to minimize the amount of nutrients entering surface and groundwater. The requirements for a nutrient management plan are as established in ATCP 50.04(3).

"Other Waste" means industrial waste as defined in NR214 Wis. Adm. Code, domestic sewage sludge as defined in NR204 Wis. Adm. Code, septic or holding tank waste as defined in NR113 Wis. Admin. Code or any other material processed and mixed with animal waste to be stored pursuant to the Brown County Animal Waste Management Ordinance.

"Pasture" means land with a permanent, uniform cover of grasses or legumes used as forage for livestock. Pastures do not include areas where supplemental forage feeding is provided on a regular basis.

"Permit" means the signed, written statement issued by the Brown ~~County Land~~ County Land and Water Conservation Department under this ordinance authorizing the applicant to construct, install, reconstruct, enlarge or substantially alter an animal waste storage facility or animal feedlot; or authorizing a winter spreading plan or unconfined manure pile.

"Permittee" means any person to whom a permit is issued under this ordinance.

"Person" means any individual, corporation, partnership, joint venture, agency, unincorporated association, municipal corporation, county, or state agency within Wisconsin, the federal government, or any combination thereof.

"Phosphorus index" has given meaning in NR 151.04.

"Process wastewater" has the meaning given in s. NR243.03 (53).

"Sheet, rill and wind erosion" has given meaning in s. NR 151.02

"Silurian bedrock" means the area in Wisconsin where the bedrock consists of Silurian dolomite with a depth to bedrock of 20 feet or less. This area comprises portions of the following counties: Brown, Calumet, Dodge, Door, Fond du Lac, Kenosha, Kewaunee, Manitowoc, Milwaukee, Outagamie, Ozaukee, Racine, Sheboygan, Walworth, Washington, and Waukesha. Areas where Silurian bedrock occurs in Wisconsin can be identified by the most current NRCS, Wisconsin Geological Natural History Survey, Department of Agriculture, Trade and Consumer Protection, Department of Natural Resources, county maps, or infield bedrock verification methods

"Silurian bedrock performance standards" has meaning in s. NR 151.075.

"Site that is susceptible to groundwater contamination" under s.281.16 (1)(g), Stats., means any one of the following:

- (a) An area within 250 feet of a private well.
- (b) An area within 1000 feet of a municipal well.

(c) An area within ~~200-300~~ feet upslope or 100 feet downslope of ~~karst features~~ direct conduit to groundwater.

(d) A channel ~~with a cross-sectional area equal to or greater than 3 square feet that flows to a karst feature~~ that flows to a direct conduit to groundwater.

(e) An area where the soil depth to groundwater or bedrock is less than 2 feet.

(f) An area where the soil does not exhibit one of the following soil characteristics:

1. At least a 2-foot soil layer with 40% fines or greater above groundwater or bedrock.
2. At least a 3-foot soil layer with 20% fines or greater above groundwater or bedrock.
3. At least a 5-foot soil layer with 10% fines or greater above groundwater or bedrock.

"Substantial alteration" means a change that results in a relocation of, or significant changes to the size, depth, configuration or use as determined by the Department.

"Technical Guide" means the United States Department of Agriculture (U.S.D.A.) Natural Resources Conservation Service Field Office Technical Guide that is currently in effect, and as amended from time to time.

"Tillage setback" has meaning given in NR 151.03

"Unconfined Manure Pile" means a quantity of manure, at least 175 ~~cu. ft.~~ ft³ in volume and which, that covers the ground surface to a depth of at least 2 inches and is not confined within a manure storage facility, livestock housing facility or barnyard runoff control facility or covered or contained in a manner that prevents storm water access and direct runoff to surface water or leaching of pollutants to groundwater.

"Waters of the State" means those portions of Lake Michigan and Lake Superior within the boundaries of Wisconsin, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, water courses, drainage systems and other surface water and groundwater, natural or artificial, public or private within the state or its jurisdiction as defined in Section ~~147.015(20)~~ 283.01(20) of the Wisconsin Statutes.

"Water Quality Management Areas" means the area within 1,000 feet from the ordinary high water mark of navigable waters that consist of a lake, pond or flowage, except that, for a navigable water that is a glacial pothole lake, the term means the area within 1,000 feet from the high water mark of the lake; the area within 300 feet from the ordinary high water mark of navigable waters that consist of a river or stream; and a site that is susceptible to groundwater contamination, or that has the potential to be a direct conduit for contamination to reach groundwater.

"Winter Spreading Plan" means any plan developed and approved by the Brown ~~County~~ Land County Land and Water Conservation Department and provided to farmers, which identifies high risk fields that should be completely avoided or restricted from receiving winter applications of manure.

26.09 ADMINISTRATION.

(1) Delegation of Authority. Brown County hereby designates the Brown ~~County~~ LandCounty Land and Water Conservation Department to administer and enforce this ordinance.

(2) Administrative Duties. In the administration and enforcement of this ordinance, the ~~Brown County~~ LandCounty Land and Water Conservation Department shall:

(a) Keep an accurate record of all permit applications, animal waste facility plans, animal feedlot plans, animal waste storage facility abandonment plans, permits issued, inspections made, and other official actions.

(b) Review permit applications and issue permits in accordance with Section 26.10 of this ordinance.

(c) Inspect animal waste facility and animal feedlot construction and animal waste facility abandonment to insure the facility is being constructed according to plan specifications.

(d) Animal waste storage facility inspections are required for operations with 500 animal units or greater on site. An inspection report will be generated to document and confirm the operation is in compliance with state, federal, and local standards and prohibitions.

~~(de)~~ Investigate complaints relating to compliance with the ordinance.

~~(ef)~~ Monitor the adequacy of manure storage systems including compliance with nutrient management plans.

~~(fg)~~ Perform other duties as specified in this ordinance.

(3) Inspection Authority. The Brown ~~County~~ LandCounty Land and Water Conservation Department is authorized to enter upon any lands affected by this ordinance to inspect the land prior to or after permit issuance to determine compliance with this ordinance. If permission cannot be received from the applicant or permittee, entry by the Brown ~~County~~ LandCounty Land and Water Conservation Department shall be ~~according~~ followed according to Sections 66.122 and 66.123, Wisconsin Statutes.

(4) Implementation. The Brown County Land and Water Conservation Department will implement this ordinance in accordance with NR151.09 and NR151.095.

26.10 APPLICATION FOR AND ISSUANCE OF PERMITS.

(1) Permit Required.

(a) No animal waste storage facility, including a facility combining animal waste with other waste or parts thereof may be located, installed, moved, reconstructed, extended, enlarged, converted, substantially altered or its use changed, including abandonment, without an animal waste management permit as provided in this ordinance, and without compliance with the provisions of this ordinance, and without compliance with Natural Resources Conservation Service Technical Guide as adopted as part of this ordinance.

(b) Animal feedlots that exceed the prohibitions in Section 26.11 of this ordinance, or exceed the standards in Section 10.04(1)(b) of the Brown County Code, or receive a notice of discharge under ch. 283 Wis. Statutes, or exceed 500 animal units shall obtain an animal waste management permit as provided in this ordinance.

(c) The requirements of this ordinance shall be in addition to any other ordinance regulating animal waste management, such as Chapter 22 Brown County Code, Shoreland Floodplain Ordinance, and Chapter 10 Brown County Code, Agricultural Shoreland Management ordinance. In the case of conflict, the most stringent provisions shall apply.

(d) No person may apply animal waste or animal waste combined with other waste/material between December 1st and March 31st without first obtaining a winter spreading permit as provided in this ordinance. The winter spreading permit shall be issued after the completion of the winter spreading plan as described in this ordinance. Operations with a permitted animal waste storage facility and adequate storage capacity are only eligible to be issued a winter spreading permit in emergency circumstances. Emergency conditions include adequate storage is being fully utilized by manure, extraordinary weather or other unforeseen circumstances.

(e) No unconfined manure pile shall be utilized without a temporary unconfined manure stacking permit as provided in this ordinance, and without compliance with the provisions of this ordinance, and without compliance with Natural Resources Conservation Service Technical Guide as adopted as part of this ordinance.

(2) Emergency Repairs. Emergency repairs such as repairing broken pipe or equipment, leaking dikes or the removal of stoppages may be performed without an animal waste storage facility permit. Such work shall be reported to the Brown County Land and Water Conservation Department as soon as possible for a determination as to whether an animal waste storage facility permit will be required for an additional alteration or repair to the facility. The Brown County Land and Water Conservation Department shall consult with the Brown County Land Conservation Sub-Committee prior to making this determination.

(3) Fee. The fee for a permit or inspection under this ordinance shall be established through the annual budget process.

(4) Animal Waste Storage Facility Plan Requirements. Each application for a -permit under this section shall include an animal waste storage facility or transfer system plan. Such plans shall meet all applicable USDA, NRCS technical standards and at a minimum include the following:

The plan shall specify:

- (a) The number and kinds of animals for which storage is provided.
- (b) A sketch of the facility and its location in relation to buildings within two hundred fifty (250) feet and homes within five hundred (500) feet of the proposed facility. The sketch shall be drawn to scale, with a scale no smaller than one inch equals one hundred (100) feet.
- (c) The structural details, including dimensions, cross sections, and concrete thickness.
- (d) The location of any wells within three hundred (300) feet of the facility.
- (e) The soil test pit locations and detailed soil descriptions to a depth of at least three feet below the planned bottom of the facility required in Standards 313 and 634, USDA NRCS Technical Guide.

(f) The elevation of groundwater or bedrock if encountered in the soil profile and the date of any such determinations.

(g) Provisions for adequate drainage and control of runoff to prevent pollution of surface water and groundwater such as exposed bedrock or sinkholes. If a navigable body of water lies within five hundred (500) feet of the facility, the location and distance to the body of water shall be shown.

(h) The scale of the drawing and the North arrow.

(i) A time schedule for construction of the facility.

(j) A description of the method in transferring animal waste into the facility.

(k) A recoverable benchmark(s) including elevation(s) expressed in feet and hundredths.

(l) A preliminary Nutrient Management Plan, verifying the ability of the permittee to comply with Standard 590. A Nutrient Management Plan checklist will be ~~completed~~ reviewed by the Brown County Land and Water Conservation Department for this purpose.

(m) Landowners must plan and document the availability of acceptable acreage of cropland per animal unit for all future expansions of their livestock operations. Use either Phosphorus Index (PI) or Soil Test Phosphorus Management Strategy found in the most current Conservation Practice Standard NRCS 590 Nutrient Management. A Nutrient Management Checklist will be ~~completed~~ reviewed by the Brown eCounty Land and Water Conservation Department for this purpose.

(n) Prior to issuance of a permit, the landowner must disclose any intention to store animal waste with other waste in the storage facility.

(o) Other conditions to current standards

(5) Animal Feedlot Plan Requirements. Each application for a permit under this section shall include an animal feedlot facility plan. The plan shall specify:

(a) A plan map showing location of the facility, including buildings, homes, and wells within 300 feet of the proposed site. The sketch shall be drawn to scale, with a scale no smaller than 1 inch: 100 feet.

(b) The location of any wells within 300 feet of the facility.

(c) The location of all soil test pits, including a detailed log of each pit, to a depth of at least 3 feet below the planned bottom elevation of the facility. The location of each test pit, prior to digging, and the log descriptions of each pit, as it is excavated, shall be determined and recorded. ~~by Brown County Land Conservation Department staff.~~

(d) Depth of high ground water, estimated or observed, in the soil profile and date determined.

(e) Depth to bedrock, estimated or observed.

(f) Ground contours (2 foot maximum intervals), with spot elevations, indicating land slope at and around the site for a minimum distance of 100 feet.

(g) Provisions for adequate drainage and control of runoff to prevent pollution of surface and ground water such as exposed bedrock or sinkholes. The location of any navigable body of water within 500 feet of the proposed site must be shown. Rivers and streams in Brown County shall be presumed to be navigable if they are designated as continuous waterways or intermittent waterways on U.S. Geological Survey (USGS) quadrangle maps.

(h) Description of the type(s) of materials the facility is to consist of; size, dimensions, and cross sections of the facility, and any other specific details including, but not limited to, concrete thickness in floor and walls, steel schedules, and fencing.

(i) A time schedule for construction of the facility.

(j) Scale of the plan drawing(s) and north arrow.

(k) Description of bench mark(s) including elevation(s) expressed in feet and hundredths.

(l) Landowners must plan and document the availability of acceptable acreage of cropland per animal unit for all future expansions of their livestock operations. Use either Phosphorus Index (PI) or Soil Test Phosphorus Management Strategy found in the most current Conservation Practice Standard NRCS 590 Nutrient Management. A Nutrient Management Checklist will be ~~completed~~ reviewed by the [Brown eCounty Land and Water Conservation Department](#) for this purpose.

(6) Animal Waste Storage Facility Abandonment Plan Requirements. Each application for a permit under this section shall include an abandonment plan. The plan shall specify:

(a) The abandonment plan may include provisions for future operation of the animal waste storage facility. The facility shall meet the standards and specifications in Section 26.11 of the ordinance and shall have a permit issued under this ordinance. Facilities not meeting this requirement shall be properly abandoned under this section.

(b) A preliminary Nutrient Management Plan, verifying the ability of the permittee to comply with Standard 590. A Nutrient Management Plan checklist will be completed by the [Brown eCounty Land and Water Conservation Department](#) for this purpose.

(c) Provisions to remove and properly dispose of all accumulated wastes in the manure facility.

(d) Provisions to remove any concrete or synthetic liner, or properly use pieces of the concrete or synthetic liner, or properly use pieces of the concrete or synthetic liner as clean fill at the site.

(e) Provisions to remove and properly dispose of any soil saturated with waste from the manure storage facility.

(f) Provisions to remove any soils, to the depth of significant manure saturation or 2 feet whichever is less, from the bottom and sides of a facility without a constructed liner.

(g) Provision to remove or permanently plug the waste transfer system serving the manure storage facility.

(h) Covering all disturbed area with topsoil, seeding the areas with a grass mixture, and mulching the seeded area. This subdivision does not apply if an alternative use

of the site is authorized under an abandonment plan approved by the Brown eCounty Land and Water Conservation Department or town as part of the permit.

(7) Winter Spreading Plan Requirements. Each application for a permit under this section shall include a Winter Spreading Plan. The plan shall specify:

(a) The lowest risk fields for the application of winter spread manure based on slope, length of slope, soils, and depth to bedrock. Permitting shall be based on NRCS 590 winter spreading criteria found in NRCS 590 IV.A.2d.

(b) Specify rates of application and applicable setbacks from the nearest surface waters and/or direct conduit to groundwater as determined by Brown County LandCounty Land and Water Conservation Department.

(c) The plan must include a description of the emergency response procedures that will be engaged immediately in the event of direct runoff related to the spreading of animal waste as approved by the Brown County Land and Water Conservation Department.

(d) Only maps prepared approved by Brown County LandCounty Land and Water Conservation Department, using GIS technology, may be used to identify appropriate fields for animal waste applications.

(e) For the purpose of this practice winter spreading plans shall take effect no later than December 1st prior to the winter for which the plan is developed and continue through the following March 31st unless animal waste can be effectively incorporated.

(f) The landowner shall maintain an accurate record of the date, location, and rate of application for every application of manure on the land that is subject to the winter spreading permit. The record shall be made available to the Brown County LandCounty Land and Water Conservation Department upon request and shall be retained by the landowner for one year following the date of application.

(8) Temporary Unconfined Manure Stacking Requirements. Each application for a permit under this section shall include a site plan. The plan shall specify:

(a) Waste consistencies. Waste materials having less than 16% solids shall not be stacked in the field.

(b) Size and stacking period.

(c) Hydrologic Soil Groups.

(d) Subsurface Separation Distance.

(e) Surface Separation Distances.

(9) Review of Application. The Brown County LandCounty Land and Water Conservation Department shall receive and review all permit applications.

(a) The Brown County LandCounty Land and Water Conservation Department shall determine if the proposed facility meets the required standards set forth in Section 26.11 of this ordinance. Within sixty days after receiving the completed application and fee, the Brown County LandCounty Land and Water Conservation Department shall inform the applicant in writing whether the permit application is approved or disapproved. If additional

Information is required, the Brown County Land and Water Conservation Department has thirty days from the receipt of the additional information in which to approve or disapprove the application. If the Brown County Land and Water Conservation Department fails to approve or disapprove the permit application in writing within sixty days of the receipt of the permit application or within thirty days of the receipt of additional information, as appropriate, the application shall be deemed approved and the applicant may proceed as if a permit had been issued.

(b) Prior to approval or disapproval of the permit application, the Brown County Land and Water Conservation Department shall submit a copy of the proposed plan(s) to the town office of the town where the site is located for their review and/or approval if appropriate.

(10) Permit Conditions. All permits issued under this ordinance shall be issued subject to the following conditions and requirements:

(a) Design, construction and management shall be carried out in accordance with the animal waste facility plan and applicable standards specified in Section 26.11 of this ordinance.

(b) The permittee shall give five (5) working days notice to the Brown County Land and Water Conservation Department before starting any construction activity authorized by the permit.

(c) Approval in writing must be obtained from the Brown County Land and Water Conservation Department prior to any modifications to the approved animal waste facility plan.

(d) The permittee and, if applicable, the contractor, shall certify in writing by signing the certification sheet that the facility was installed as planned and designed. A copy of the signed certification sheet shall be mailed to the Brown County Land and Water Conservation Department within thirty days of completion of installation.

(e) Activities authorized by permit must be completed within two years from the date of issuance after which such permit shall be void.

(f) Nutrient management plans shall be submitted to the Brown County Land and Water Conservation Department annually by June 1.

(11) Permit Revocation. The Brown County Land and Water Conservation Department may revoke any permit issued under this ordinance if the holder of the permit has misrepresented any material fact in the permit application or animal waste facility plan, or if the holder of the permit violates any of the conditions of the permit.

26.11 STANDARDS AND SPECIFICATIONS.

(1) Animal Feedlots. The standards and specifications for design, construction, operation and maintenance of animal feedlots are those identified in Standards 350 and 312, USDA-NRCS Technical Guide. Feedlots requiring a permit under this ordinance shall not allow direct runoff to waters of the state.

~~Feedlots requiring a permit under this ordinance shall not deliver more than 20 pounds of phosphorus annually as determined by the County Land Conservation Department.~~

~~(2) Animal Feedlot Separation Requirements. All new animal feedlots shall be sited a minimum of 100 feet from adjacent properties, 300 feet from any lake or perennial stream (as defined by U.S.G.S. quadrangle maps), and at least 2 vertical feet from groundwater.~~

~~(32) Animal Waste Storage Facilities. The standards and specifications for design, construction, operation, and maintenance of animal waste storage facilities are those identified in Standards 313 and 634, USDA-NRCS Technical Guide. The Standards and Specifications for abandonment/closure of animal waste storage facilities are those identified in Standard 360, USDA-NRCS Technical Guide.~~

~~(a) NRCS Standard 313 Waste Storage (NRCS WI 12/05) III Facility. Conditions Where Practice Applies. This standard does not apply to: facilities in which greater than 10% of the design storage volume or greater than 25,000 gallons is occupied by any combination of domestic waste, industrial wastewater generated offsite, or sludge. These types of facilities are defined and regulated under various codes administered by the Wisconsin Department of Natural Resources (WDNR): the storage of human waste, routine animal mortality, the unstacked waste that accumulates in animal housing units (barns) or animal production areas not intended to store waste.~~

~~(53) Nutrient Management. Animal wastes for which permits are issued under this chapter of the Code and all wastes from existing livestock waste storage facilities shall be managed and utilized in accordance with Standard 590, USDA-NRCS Technical Guide. A current (590) Nutrient Management Plan must be submitted annually to the Brown County Land County Land and Water Conservation Department by June 1st, until the animal waste storage facility is no longer in use and it has been properly abandoned.~~

~~ATCP 50.04 (3)(a)~~

~~(a) A landowner shall have and follow an annual nutrient management plan when applying nutrients to any field after the date specified in par. (h). A nutrient management plan shall comply with this subsection. (Register November 2006 No. 611)~~

~~ATCP 50.04 (3)(b)~~

~~(b) The plan shall include every field on which the landowner mechanically applies nutrients. (Register November 2006 No. 611)~~

~~ATCP 50.04 (3)(c)~~

~~(c) A nutrient management planner qualified under s.ATCP 50.48 shall prepare or approve the plan. (Register November 2006 No. 611)~~

~~ATCP 50.04 (3)(g)~~

~~(g) The plan shall be consistent with any nutrient management plan required under ch. NR 113, 204 or 214 if the landowner applies septage, municipal sludge, industrial waste or industrial byproducts to the land. A landowner is not required to have a nutrient management plan under this subsection if the landowner applies only septage, municipal sludge, industrial waste or industrial byproducts according to ch. NR 113, 204 or 214. (Register November 2006 No. 611)~~

~~Nutrient Management (acre) code 590 Natural Resources Conservation Service Conservation Practice Standard V, Criteria (NRCS WI, 9/05)~~

~~(j) Organic byproducts of other than manure (i.e., industrial wastes, municipal sludge, and septage) applied to fields shall be analyzed for nutrient content and applied in accordance with applicable regulations including restrictions on heavy metal content and land application rates.~~

~~(k) Manure, organic byproducts, and fertilizers shall not run off the field site during or immediately after application. If ponding, runoff or drainage to subsurface tiles occurs, implement the following activities as appropriate:~~

- ~~(1) Stop application.~~
- ~~(2) Take corrective action to prevent offsite movement.~~
- ~~(3) Modify the application (rate, method, depth of injection, timing to eliminate runoff or draining to subsurface tiles.~~

(64) Temporary Unconfined Manure Stacking Requirements. Each application for a permit under this section shall include plan specifications identified in Standard 3183, USDA - NRCS Technical Guide.

(57) Manure Management Prohibitions. The following prohibitions are incorporated into this ordinance:

- (a) All livestock producers shall comply with this section.
- (b) A livestock operation shall have no overflow of manure storage facilities.
- (c) A livestock operation shall have no unconfined manure pile in a water quality management area.
- (d) A livestock operation shall have no direct runoff ~~from~~ from a feedlot or stored manure into the waters of the state.
- (e) A livestock operation may not allow unlimited access by livestock to waters of the state in a location where high concentrations of animals prevent the maintenance of adequate sod or self-sustaining vegetative cover.
 1. This prohibition does not apply to properly designed, installed and maintained livestock or farm equipment crossings.

(6) Agricultural Performance Standards. The following standards are incorporated into this ordinance as found in Administrative Rule NR151:

- (a) Sheet, rill and wind erosion
- (b) Tillage setback
- (c) Phosphorous index
- (d) Manure storage facilities
- (e) Process wastewater handling
- (f) Clean water diversion
- (g) Nutrient management
- (h) Silurian bedrock

26.12 VIOLATIONS. (1) **Penalties.** Any person who violates, neglects, or refuses to comply with or resists the enforcement of any provision of this ordinance shall be subject to a forfeiture of not less than \$250 nor more than \$5,000 plus costs of prosecution of each violation. An unlawful violation includes failure to comply with any standard of this ordinance or with any condition or qualification attached to the permit. Each day that a violation exists shall be a separate offense. Failure to obtain proper permit is considered a violation. ~~Brown County Land~~ Brown County Land and Water Conservation Department shall refer all enforcements to the Brown County Corporation Counsel for commencement of enforcement action.

(2) **Enforcement Actions, Temporary Restraining Orders and/or Other Necessary Remedial Action.** As a substitute for or an addition to forfeiture actions, Brown County may seek enforcement of any part of this ordinance by Court Actions seeking injunctions or

restraining orders. Brown County has the right to recover all costs associated with manure runoff and spill recovery if responsible party or parties does not properly do so.

26.13 APPEALS. (1) Authority. Under authority of Chapter 68, Wisconsin Statutes the Brown ~~County Land~~County Land -Conservation Sub-Committee, created under Sections 59.878 Wisconsin Statutes and by the Brown County Board of Supervisors on May 19, 1982, acting as an appeal authority under Section 68.09(2) Wisconsin Statutes is authorized to hear and decide all appeals where it is alleged that there is error in any order, requirement, decision, or determination by the Brown County LandCounty Land and Water Conservation Department in administering this ordinance.

(2) Procedure. The rules, procedures, duties and powers ~~of of~~ Brown County Land Conservation Sub-Committee and Chapter 68 Wisconsin Statutes, shall apply to this ordinance.

(3) Who May Appeal. Appeals may be taken by any person having a substantial interest which is adversely affected by this order, requirement, decision, or determinations made by the Brown County LandCounty Land and Water Conservation Department.

Section 2 - This ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

LAND CONSERVATION SUB COMMITTEE

PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

19-1210

Authored by: Land and Water Conservation Department (Mike Mushinski, County Conservationist)

Approved by: Corporation Counsel

Fiscal Note: This amendment does not require an appropriation from the General Fund.



**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: October 16, 2019

Agenda No. : Late Communication - Refer to PD & T

Motion from the Floor

I make the following motion:

That a handicap accessible Family Bathroom be built in:

- 1. All new Brown County facilities that include a public restroom.**
- 2. Existing Brown County facilities during any public restroom renovation project.**

The Family (or single-stall) Restroom, usually located adjacent to the traditional 'Mens' and 'Womens' restrooms, is a separate facility which accommodates all ages, of either sex, along with their caregiver as needed.

Rachel Schudell Signed: *[Signature]*
 Dist. 24 District No.: 20



**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: 16 Oct 19
Agenda No.: PD + 1

Motion from the Floor

I make the following motion: Review + possible action
on safety standards for retention ponds
(storm water ponds) + rodent controls

Signed: Alex Tran
District No.: 2

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

6
500

BROWN COUNTY
GREEN BAY AUSTIN STRAUBEL INT'L AIRPORT

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

10/16/2019

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
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Maintenance Mechanic - Airfield	07/06/2019	Resigned	Fill	Candidate offered position in August, initially accepted, then retracted acceptance based on personal reasons. Position was re-posted, interviews were conducted, and an offer was made to the most qualified candidate. He accepted and will start on 11/4/2019.
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PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303
PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: October 21, 2019
RE: Summary of Operations

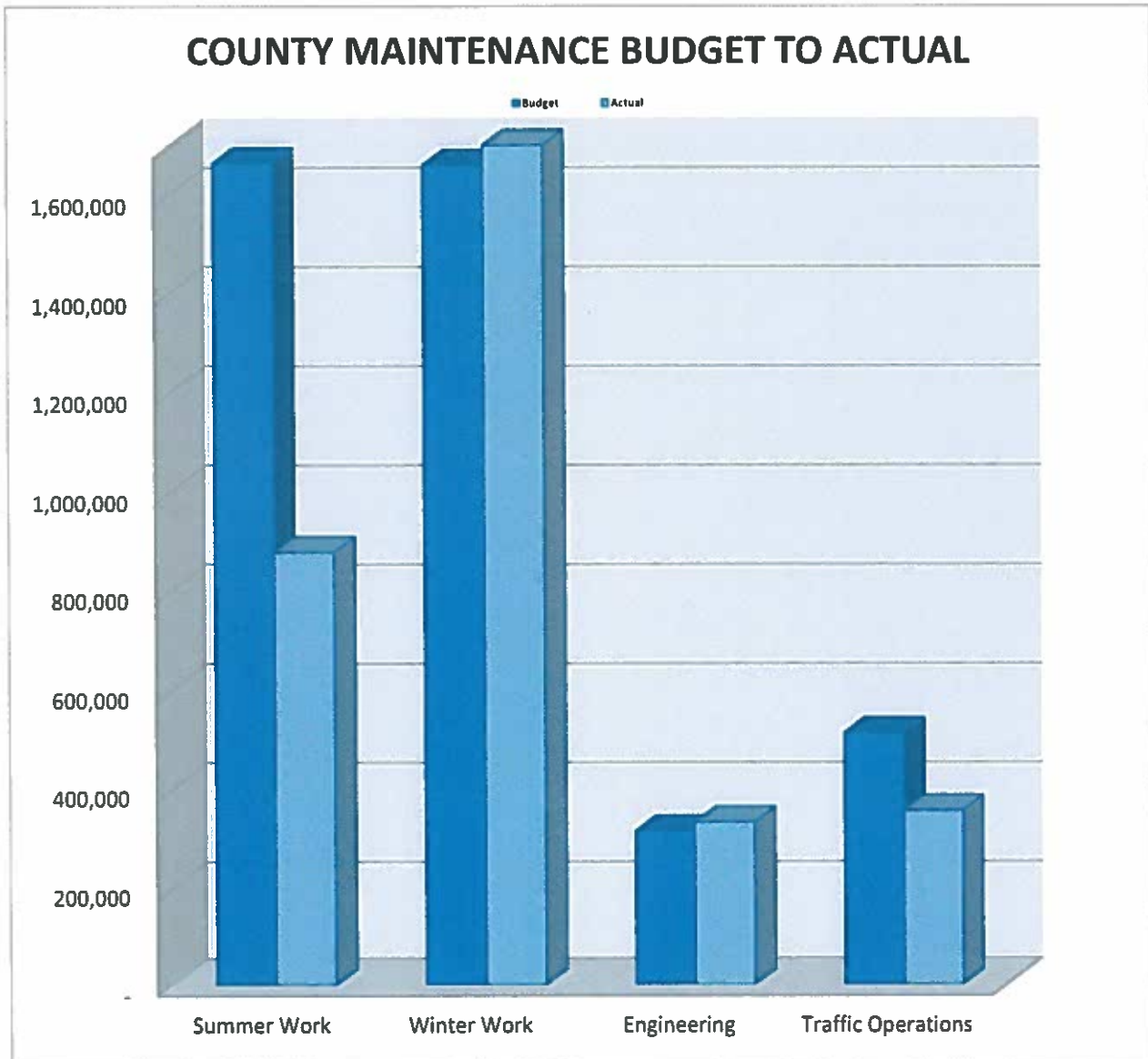
The Public Works Department is performing at a significantly higher than normal budget rate through the month of September. The end of September represents 75% of the year. Here is a summary of our operations:

(240) County Maintenance	95.25%
(660) State Maintenance	80.14%
(660) Other Work (Interdepartmental, Municipal, etc.)	104.34%
(400) Capital Projects	46.77%
Facilities	70.43%

Please see the attached charts for more details.

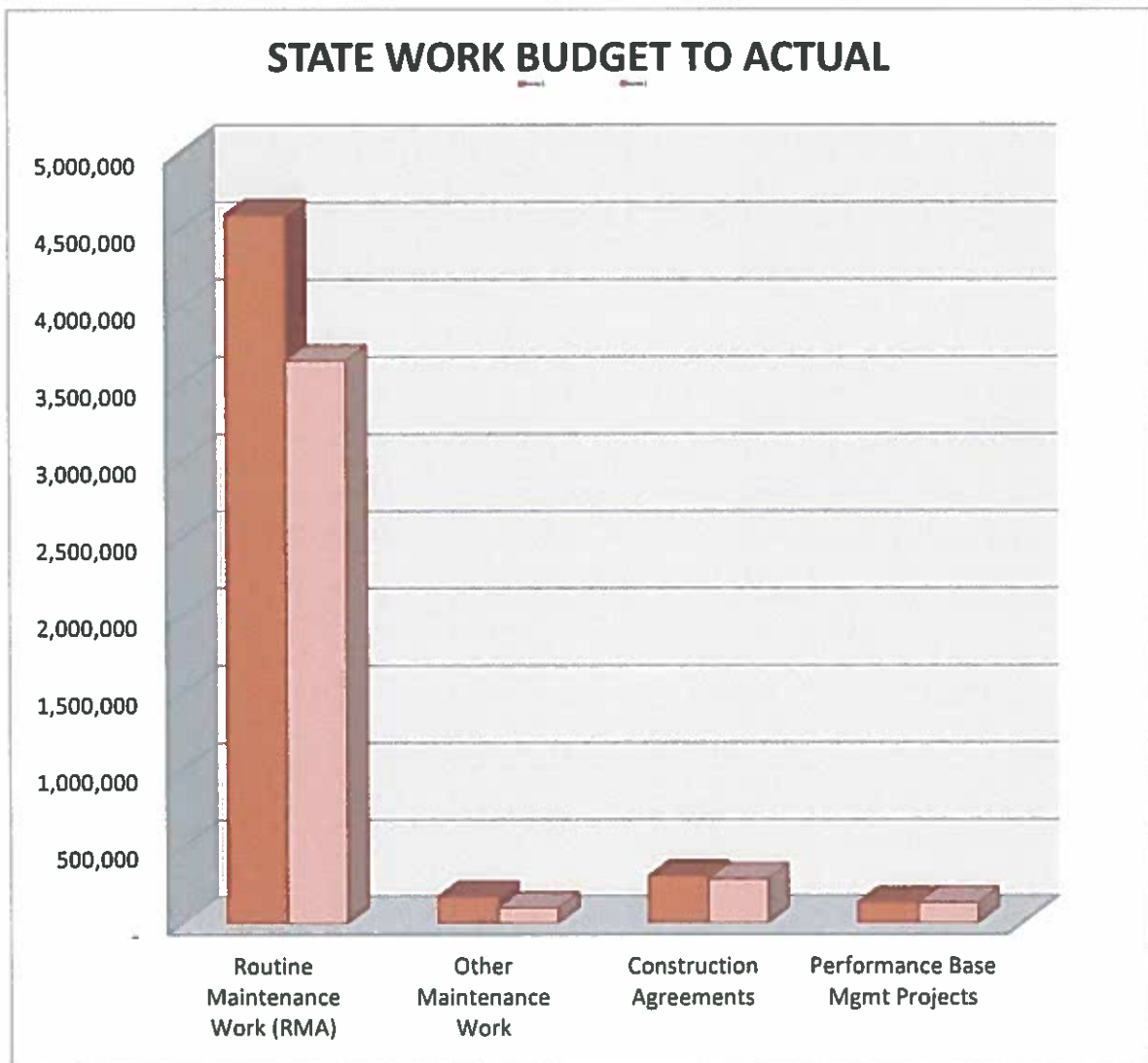
**BROWN COUNTY PUBLIC WORKS
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240
As Of 9/30/19**

	Budget	Actual	Remaining	Percentage Used
Summer Work	1,663,949	879,446	784,503	52.85%
Winter Work	1,659,750	2,371,618	(711,868)	142.89%
Engineering	316,225	334,356	(18,131)	105.73%
Traffic Operations	514,306	357,989	156,317	69.61%
County Incidents	30,000	41,972	(11,972)	139.91%
Total	4,184,230	3,985,381	198,849	95.25%



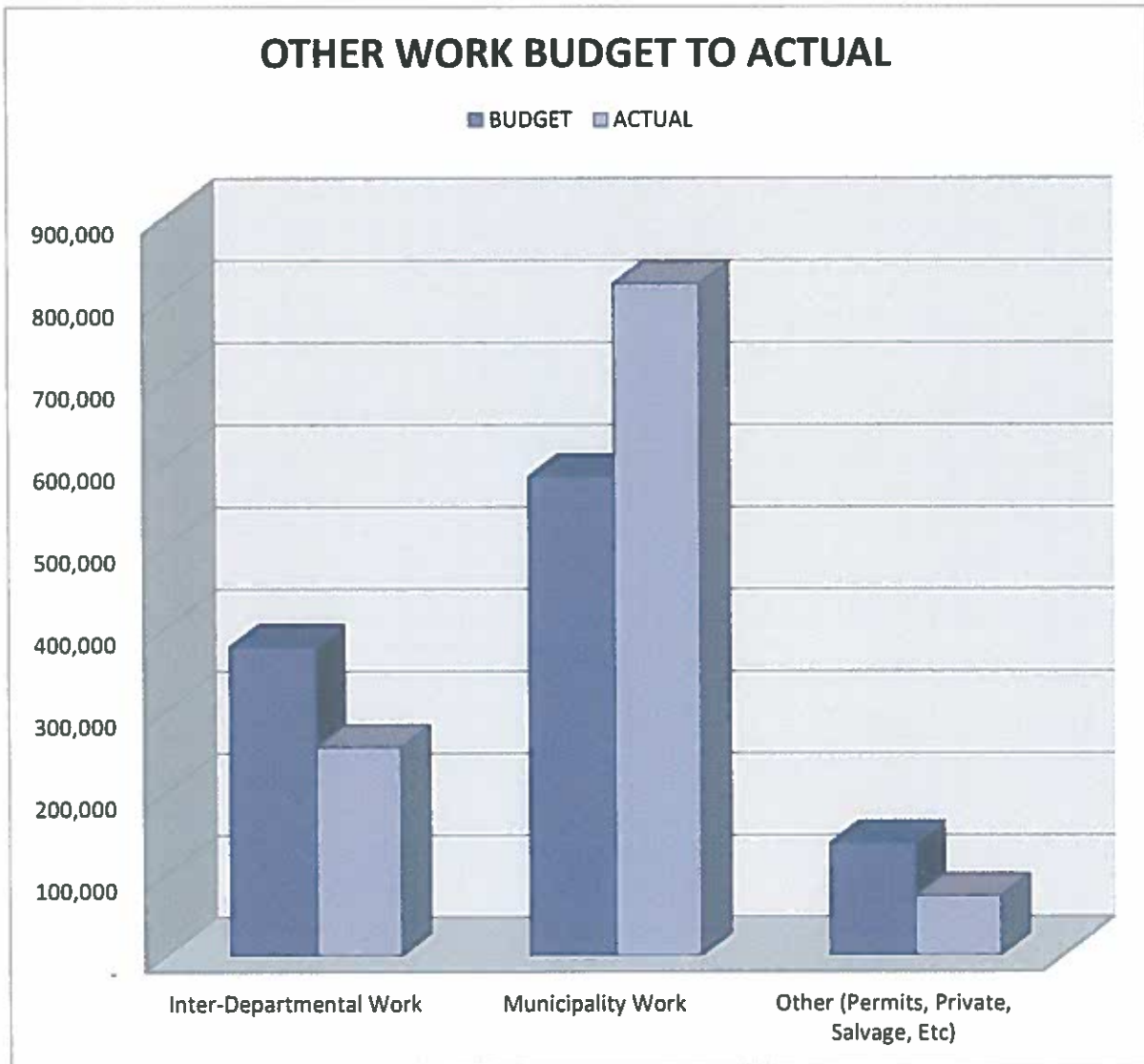
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
STATE WORK BUDGET TO ACTUAL
As Of 9/30/2019**

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	4,593,000	3,652,081	940,919	79.51%
Other Maintenance Work	173,619	99,939	73,680	57.56%
Construction Agreements	307,974	288,114	19,860	93.55%
Performance Base Mgmt Projects	133,121	133,121	-	100.00%
Total	5,207,714	4,173,255	1,034,459	80.14%



**BROWN COUNTY PUBLIC WORKS-HIGHWAY
OTHER WORK BUDGET TO ACTUAL
As Of 9/30/19**

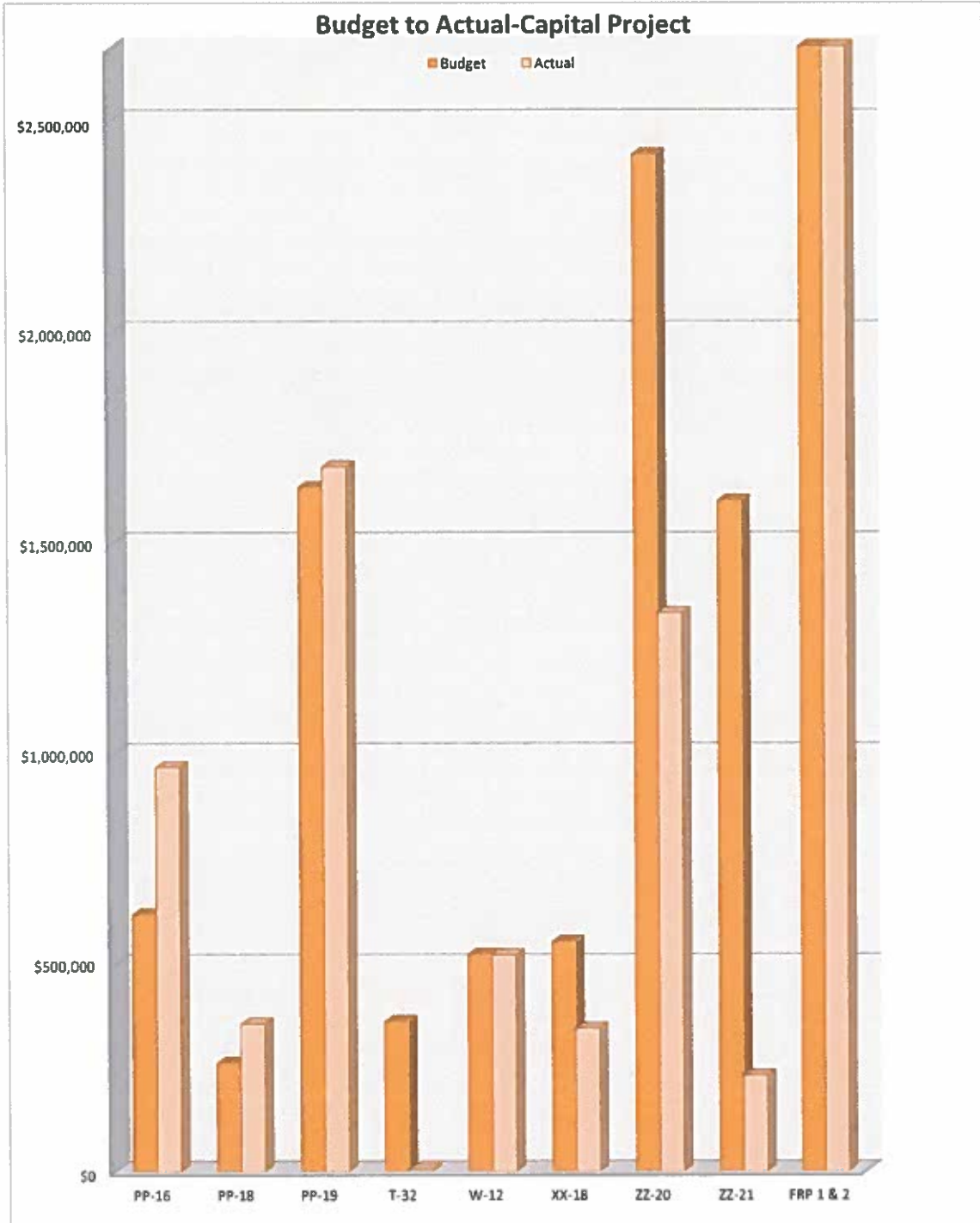
	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	377,466	254,753	122,713	67.49%
Municipality Work	584,300	818,903	(234,603)	140.15%
Other (Permits, Private, Salvage, Etc)	137,285	73,055	64,230	53.21%
Total	1,099,051	1,146,712	(47,661)	104.34%



⑧

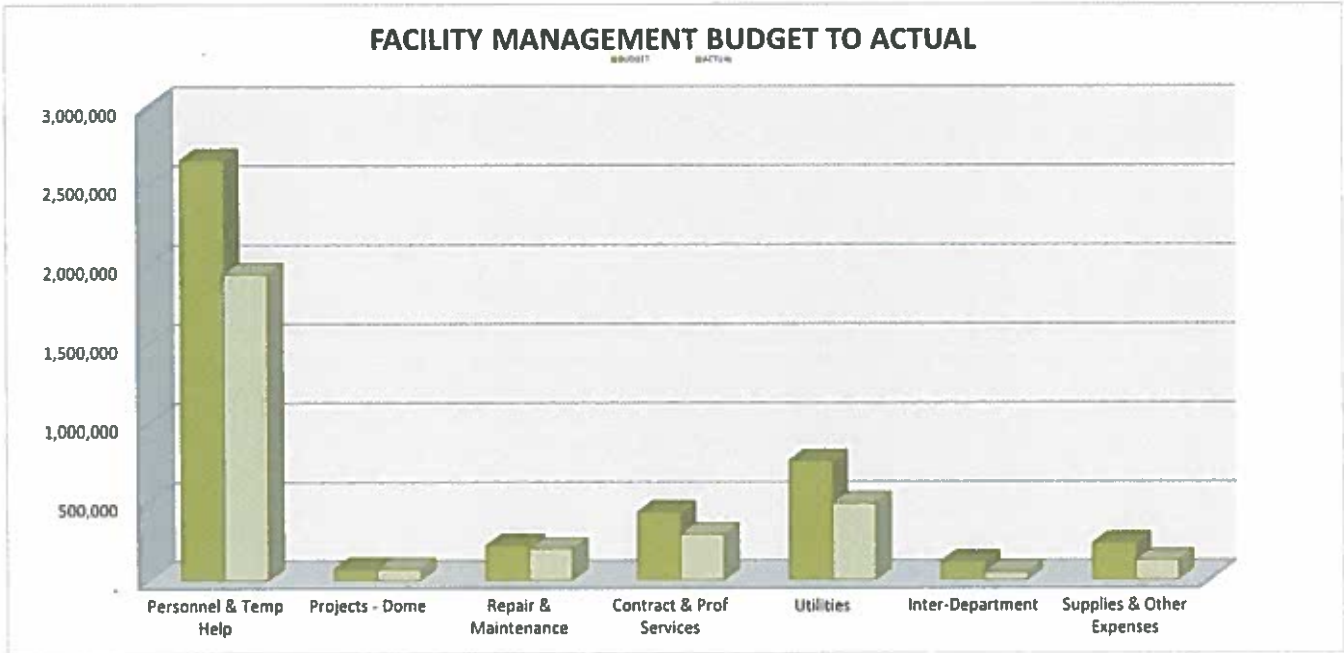
**BROWN COUNTY HIGHWAY DEPARTMENT
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
As Of 9/30/19**

Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
PP-16	School Rd to Shirley Rd	100%	\$618,750	\$968,442	-\$349,692	156.52%
PP-18	Shirley Rd to Lasee Rd	100%	\$267,000	\$359,936	-\$92,936	134.81%
PP-19	Lasee Rd to Viking Lane	100%	\$1,632,000	\$1,680,388	-\$48,388	102.96%
T-32	CTH KB to North Ave (V. Denmark)	22%	\$365,000	\$4,878	\$360,122	1.34%
W-12	Man-Cal Rd to Kings Rd	100%	\$525,000	\$523,095	\$1,905	99.64%
XX-18	East River Bridge to Bellevue Street	100%	\$554,000	\$348,939	\$205,061	62.99%
ZZ-20	Partridge Rd to Wrightstown Rd	100%	\$2,420,000	\$1,334,070	\$1,085,930	55.13%
ZZ-21	CTH ZZ 2019 Slope Repair	100%	\$1,600,000	\$235,789	\$1,364,211	14.74%
FRP 1 & 2	Earthwork & Stormwater Retention Pond	100%	\$10,462,412	\$3,170,145	\$7,292,267	30.30%
Total			\$18,444,162	\$8,625,682	\$9,818,480	46.77%



**BROWN COUNTY PUBLIC WORKS
FACILITY MANAGEMENT BUDGET TO ACTUAL
As Of 9/30/2019**

	Budget	Actual	Remaining	% Used
Personnel & Temp Help	2,659,936	1,939,425	720,511	72.91%
Projects - Dome	70,000	69,567	433	99.38%
Repair & Maintenance	219,733	198,789	20,944	90.47%
Contract & Prof Services	430,392	292,189	138,203	67.89%
Utilities	755,446	487,610	267,836	64.55%
Inter-Department	115,321	47,328	67,993	41.04%
Supplies & Other Expenses	233,121	123,321	109,800	52.90%
Total	4,483,949	3,158,229	1,325,720	70.43%



PUBLIC WORKS DEPARTMENT
Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303
PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: October 21, 2019
RE: Director's Report

PROJECTS:

FRP-1 (Fill to BC Farm): Minor trucking from the sewer project hauling to the farm site.

FRP-2 (Storm Sewer & Pond): Dorner Inc. continues to work on the lift station location and the storm sewer pipes along Quincy Street. The updated schedule from Dorner Inc. puts completion of the project near Christmas.



Jail & Medical Examiner Project: Detailed design continues. Site work has been approved by the WisDNR and is anticipated to be approved by the City of Green Bay. Brown County Highway staff will perform the earthwork for the site this fall – mostly in late October and through November. Next year, Brown County Highway will perform the asphalt paving of the parking lots as well.

CTC Expansion: The Concord Group and Venture Architects have started the design work for the CTC addition.

STH 29 & CTH VV Interchange: Design of the interchange project continues.

CTH PP: CTH PP has been completed with the exception of adding another layer of asphalt on the section from Lasee Road to CTH W next summer.

CTH T: The section of CTH T from CTH KB to North Road is scheduled for paving in late October.

CTH EA: The section of CTH EA from STH 29 to Willow Road is scheduled for paving in mid-October.

CTH ZZ: Work continues on CTH ZZ. This project has been very difficult to construct with the record breaking rainfalls this year and in September. Highway Landscapers has been hired to assist with the retaining walls and the topsoil placement on the project allowing Brown County crews to continue working on earthwork, culverts, base course, and paving. The goal is to have the roadway open to traffic by mid to late Novmeber.

CTH D Bridge: This bridge is completed and open to traffic.

CTH HS Bridge: This bridge is completed and open to traffic.

FLOODING:

In a 48-hour period on September 10th – 11th, the Green Bay area received over 5" of rain that lead to numerous flooded roadways. Green Bay received nearly 10" of rain in total for the month of September which was a record for the month.

CTH A overtopped the roadway at 6 locations between Church Road and VanLaanen Road. Numerous homes in the Beach Lane neighborhood flooded.



CTH GV was closed south of STH 172 as well as the off ramps from STH 172 to CTH GV.



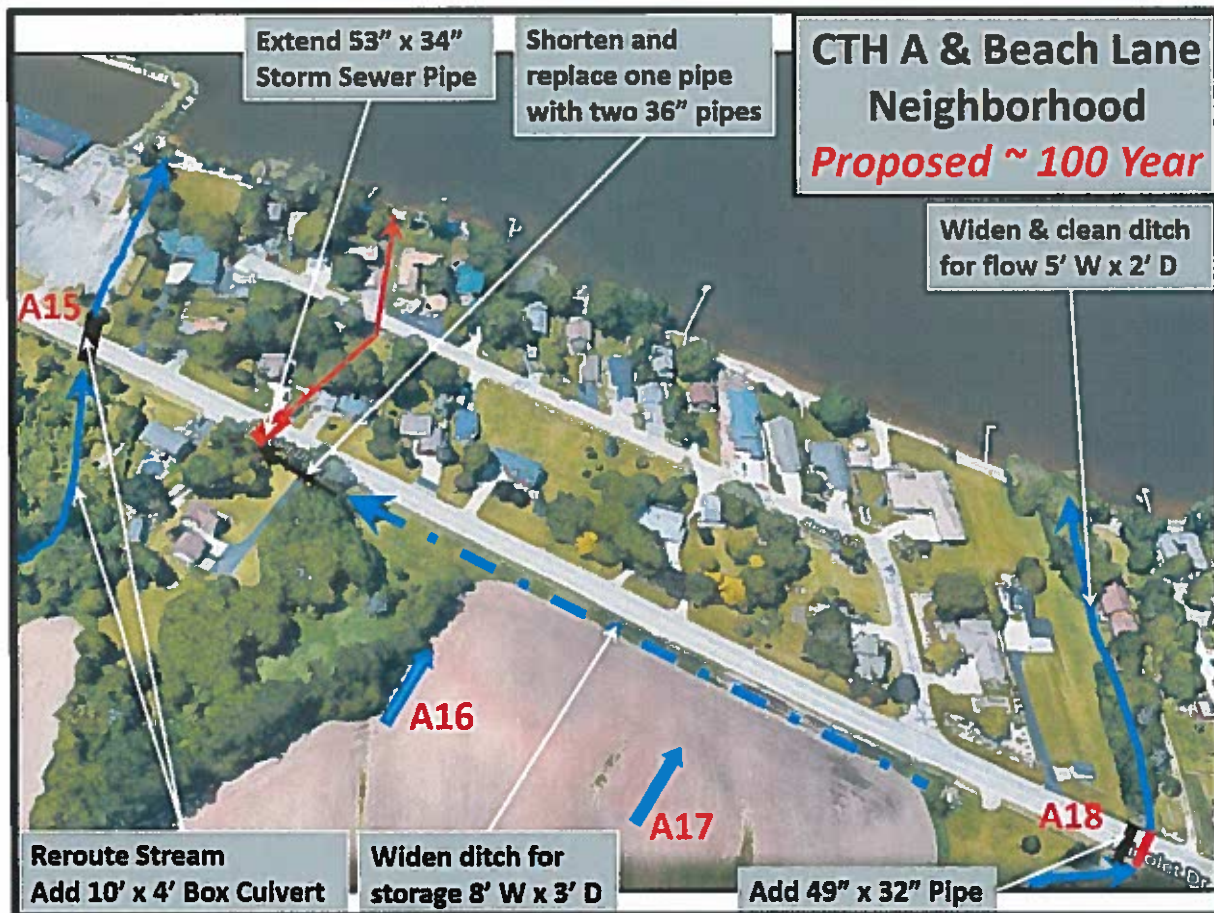
CTH EA was closed north of CTH JJ due to the flooding.



Numerous communities and other government entities such as NEW Water picked up sandbags from the Duck Creek Highway Shop during the September flooding.

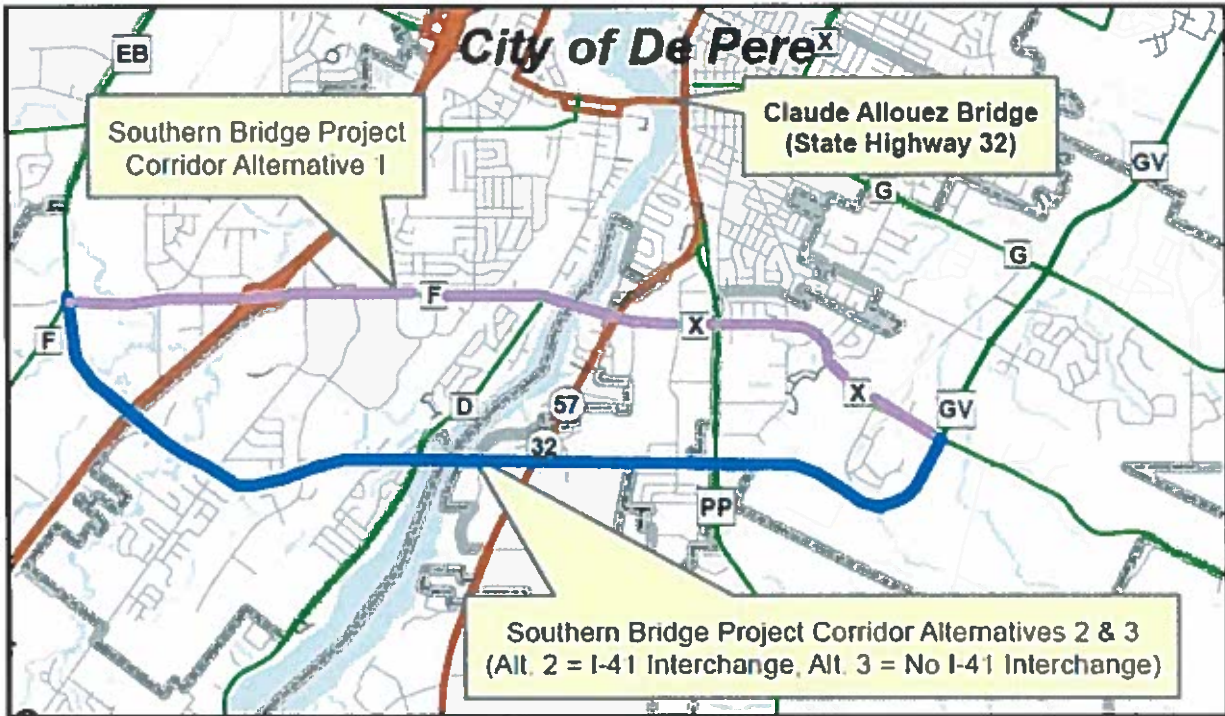
CTH A Drainage at Beach Lane:

In response to the numerous flooding events at CTH A at the Beach Lane area, the Brown County Public Works Department has led an effort to improve the drainage at this location to reduce the flooding events at this location. Engineering work was started this summer and an informational meeting for the neighborhood was held on September 25th. As part of the 2020 budget, \$500,000 will be allocated for a project to address the drainage problems in this area. This project is proposed to be a 50/50 cost split with the City of Green Bay. If the County or City do not allocate the needed funds for the project, then the project will not move forward.



Southern Bridge Environmental Impact Study (EIS):

A traffic analysis was recently completed to determine which of the remaining EIS project alternatives will be able to adequately handle future estimated traffic volumes. The findings of the traffic analysis indicated that the only project alternative that will enable the street and highway system to adequately handle future traffic volumes is the alternative that includes a new Fox River bridge at Rockland and Red Maple/Southbridge Roads and a new Interstate 41 interchange at Southbridge Road (Project Alternative 2).



The next steps in the EIS process are to update the information that was developed before the traffic analysis began in 2012, add information to the EIS document in response to new state and federal requirements, formally identify a preferred location alternative, and complete the EIS document.

The Wisconsin Department of Transportation (WisDOT) recently informed Brown County that the state will design and construct a new Interstate 41 interchange for the Southern Bridge Corridor if the county completes the Southern Bridge EIS before WisDOT finishes its environmental and design work for the Interstate 41 expansion project between De Pere and the Fox Valley. To take advantage of this opportunity, Brown County and the communities directly impacted by the Southern Bridge Corridor (Lawrence, De Pere, and Ledgeview) intend to split the cost of hiring a team of consultants to help Brown County staff quickly finish the Southern Bridge EIS. Under this arrangement, Brown County would pay half of the cost, and the communities would collectively pay the other half of the cost.

TWELVE-HOUR DAYS:

Highway Division: Highway incurred 1,311.0 hours of overtime in September. Substantially, all overtime was related to roadway construction projects and flooding. The amounts in excess of 12 hours per day for September are attached.

Facility Management Division: Facilities incurred 114.5 hours of overtime in September. The overtime was related to longer cleaning shifts to cover vacancies and mechanical repairs. There were no shifts in excess of 12 hours per day for September.

STAFFING REPORT:

See Attached Table.

Public Works - Highway Division
12-Hour Work Days
9/1/19 - 9/30/19

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
9/3/2019	Maus, Todd	ZZ-20	12.25
9/3/2019	Peot, Tracy	Cut Grass (T. Green Bay)	12
9/4/2019	Gussert, Tim	ZZ-20	12
9/4/2019	Liebergen, Dale	PP-19, ZZ-20	12.25
9/4/2019	Loritz, Nancy	PP-19, ZZ-20	13
9/4/2019	Mangin, Justin	ZZ-20	12
9/4/2019	Maus, Todd	ZZ-20	13.5
9/4/2019	Messerschmidt, Bill	ZZ-20	12.25
9/4/2019	Schraufnagel, Dan	PP-19, ZZ-20, County Sweeping	13.5
9/5/2019	Gussert, Tim	ZZ-20	12
9/5/2019	LeGrave, Steve	ZZ-20	12.25
9/5/2019	Loritz, Nancy	PP-19	12.5
9/5/2019	Mangin, Justin	ZZ-20	12
9/5/2019	Maus, Todd	ZZ-20	14
9/5/2019	Messerschmidt, Bill	ZZ-20	12
9/5/2019	Schraufnagel, Dan	PP-19, ZZ-20	13.5
9/5/2019	Zelten, Brian	ZZ-20	12
9/6/2019	LeGrave, Steve	Asphalt Plant, Move Equipment	12
9/9/2019	Bogucki, Bill	ZZ-20, PP-19, Haul State Salt, Stone for Asphalt Plant	12
9/9/2019	Burney, Tim	ZZ-20, PP-19	12
9/9/2019	Gussert, Tim	ZZ-20	12
9/9/2019	LeGrave, Steve	ZZ-20	12.25
9/9/2019	Loritz, Nancy	ZZ-20, PP-19, Haul Stone for Asphalt Plant	12
9/9/2019	Maus, Todd	ZZ-20	13.5
9/9/2019	Melbauer, Charlie	ZZ-20, Haul Stone for Asphalt Plant	12
9/9/2019	Messerschmidt, Bill	ZZ-20	12
9/9/2019	Mineau, Zach	ZZ-20, PP-19	12
9/9/2019	Sequin, Scott	ZZ-20, PP-19	12
9/10/2019	Allen, Chris	State Roamer, FLOOD-2	12.75
9/10/2019	Goral, Nick	Flooding, Asphalt Plant	14.5
9/10/2019	Ignatowski, Paul	State Roamer, Flooding	12.75
9/10/2019	Ledvina, Jason	Signing, Flooding	12.25
9/10/2019	LeGrave, Steve	ZZ-20, FRP-1	12
9/10/2019	Mangin, Justin	FTDC-1	12
9/10/2019	Maus, Todd	ZZ-20	13.25
9/10/2019	Thompson, Nick	ZZ-21, ERC Call-in	12.5
9/10/2019	Van Rite, Paul	FTDC-1	12
9/11/2019	Allen, Chris	State Roamer, FLOOD-2	15
9/11/2019	Burney, Tim	State Roamer, FLOOD-2	13.5
9/11/2019	Charles, Brad	Rumble Strips, FLOOD-2	15
9/11/2019	Collins, Robbie	ZZ-20, FRP-1, FLOOD-2	14.5

12-Hour Report

9/1 - 9/30/19

Page 2

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
9/11/2019	DuBois, Phil	Signing, FLOOD-2	15.25
9/11/2019	Gussert, Tim	ZZ-20, Roamer, FLOOD-2	14.5
9/11/2019	Hennes, Pat	HSP-14, Signing, FLOOD-2	15
9/11/2019	Ignatowski, Paul	State Roamer, FLOOD-2	14.5
9/11/2019	Kapinos, Vinnie	FTDC-1, FLOOD-2	14.5
9/11/2019	Ledvina, Jason	Signing, FLOOD-2	15
9/11/2019	Mangin, Justin	FTDC-1, FLOOD-2	14.5
9/11/2019	Maus, Todd	ZZ-20, FTDC-1, FLOOD-2	12
9/11/2019	Reedy, Jason	Shouldering, FLOOD-2	15.25
9/11/2019	Rezek, Heather	Admin office work, FLOOD-2	12.5
9/11/2019	Schraufnagel, Dan	ZZ-20, FLOOD-2	12.25
9/11/2019	Smits, Mike	Winter Salt, FLOOD-2	15
9/11/2019	Sperberg, Mark	Haul Salt & Man-Sand, FLOOD-2	14.5
9/11/2019	Thompson, Nick	Grass Cutting, FLOOD-2	16
9/11/2019	Umentum, Matt	State Road Repairs, FLOOD-2	12.75
9/11/2019	VanDeHei, Jamie	Sweeping, FLOOD-2	15
9/11/2019	VanDenElzen, Ken	State Roamer, FLOOD-2	14
9/11/2019	Welsing, Jay	Shouldering, FLOOD-2	15.25
9/11/2019	Wessley, Brad	ZZ-20, Sweeping, FLOOD-2	14.5
9/11/2019	Zalewski, Jared	Signing, FLOOD-2	15.25
9/11/2019	Zellner, Aaron	Rumble Strips, FLOOD-2	12.25
9/11/2019	Zelten, Brian	ZZ-20, FLOOD-2	14.5
9/12/2019	Allen, Chris	State Roamer, FLOOD-2	
9/12/2019	Charles, Brad	FLOOD-2, Salt Bags, Clean Salt Sheds	15
9/12/2019	Drewiske, Doug	FLOOD-2, ZZ-21	12.25
9/12/2019	Holbrook, Matt	Blacksmith Shop, Fuel Equipment in th Field	13
9/12/2019	LeGrave, Steve	FRP-1	12.25
9/12/2019	Loritz, Nancy	FLOOD-2, FTDC-1	14
9/12/2019	Mangin, Justin	FLOOD-2, FTDC-1	16.5
9/12/2019	Maus, Todd	ZZ-21, FTDC-1	13
9/12/2019	Sperberg, Mark	FLOOD-2, FTDC-1	13.5
9/12/2019	Thompson, Nick	FLOOD-2, ZZ-20, PP-19	13
9/12/2019	VanDeHei, Jamie	FLOOD-2, Sweeping	13
9/12/2019	Zelten, Brian	ZZ-20, FLOOD-2	15
9/13/2019	Maus, Todd	ZZ-21	12
9/13/2019	Sequin, Scott	ZZ-21, FRP-1	12
9/16/2019	Bastian, Dan	Paving - Asphalt Plant	12.25
9/16/2019	Bockelman, Ben	PP-19	12
9/16/2019	DuBois, Dave	Signing, State Pavement Repair Closure	13.75
9/16/2019	Gussert, Tim	ZZ-20	12
9/16/2019	Hennes, Pat	Signing, State Pavement Repair Closure	13.75

12-Hour Report

9/1 - 9/30/19

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DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
9/16/2019	Kapinos, Vinnie	PP-19	12
9/16/2019	Mangin, Justin	ZZ-20	12
9/16/2019	Maus, Todd	ZZ-20	12.25
9/16/2019	Rentmeester, Dan	PP-19	12
9/16/2019	Thompson, Nick	PP-19	12
9/16/2019	Wessley, Brad	PP-19	12
9/17/2019	Bouche, Macaine	State Mastic	13.5
9/17/2019	Burney, Tim	State Mastic	13
9/17/2019	Byrne, Nate	State Mastic	13.5
9/17/2019	Charles, Brad	State Mastic	14
9/17/2019	Gussert, Tim	ZZ-20	13
9/17/2019	LeGrave, Steve	ZZ-20	12.75
9/17/2019	Mangin, Justin	ZZ-20	13
9/17/2019	Maus, Todd	ZZ-20	13.5
9/17/2019	McEwen, Bryan	State Mastic	13.5
9/17/2019	Messerschmidt, Bill	ZZ-20	12.5
9/17/2019	Mineau, Zach	State Mastic	13.5
9/17/2019	Schraufnagel, Dan	PP-19, FTDC-1, ZZ-20	12.25
9/17/2019	Skaletski, Todd	State Mastic	13.5
9/17/2019	Vlies, Kevin	State Mastic	13.5
9/18/2019	Bouche, Macaine	State Mastic	13.5
9/18/2019	Burney, Tim	State Mastic	12.5
9/18/2019	Byrne, Nate	State Mastic	13.5
9/18/2019	Charles, Brad	State Mastic	14.75
9/18/2019	Curl, Todd	Mechanic Shop	13
9/18/2019	Goral, Nick	Asphalt Plant, Board Meeting	12
9/18/2019	Gussert, Tim	ZZ-20	12.5
9/18/2019	Johnson, Jason	ZZ-20	12.25
9/18/2019	Ledvina, Jason	Paintstripping	12
9/18/2019	LeGrave, Steve	FRP-1	12.25
9/18/2019	Loritz, Nancy	PP-19, ZZ-20	12.5
9/18/2019	Mangin, Justin	ZZ-20	12.5
9/18/2019	Maus, Todd	ZZ-20	14
9/18/2019	McEwen, Bryan	State Mastic	13.5
9/18/2019	Melbauer, Charlie	ZZ-20	12
9/18/2019	Mineau, Zach	State Mastic	13.75
9/18/2019	Sequin, Scott	ZZ-20	13
9/18/2019	Skaletski, Todd	State Mastic	14
9/18/2019	Sperberg, Mark	PP-19, ZZ-20	12.25
9/18/2019	Thompson, Bill	ZZ-20	12
9/18/2019	VanDeHei, Jamie	State/County Sweeping, ZZ-21	15.75

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12-Hour Report

9/1 - 9/30/19

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DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
9/18/2019	Vlies, Kevin	State Mastic	13.5
9/19/2019	Engelmann, Curt	ZZ-20	12.5
9/19/2019	Ferry, Jim	Mechanic Shop, Fuel Equipment in the Field	13
9/19/2019	Gussert, Tim	ZZ-20	12
9/19/2019	Johnson, Jason	ZZ-20	12.75
9/19/2019	Maus, Todd	ZZ-20	13.75
9/20/2019	Gussert, Tim	ZZ-20	12.25
9/20/2019	Healy, Aaron	J-26, ZZ-21	12.5
9/20/2019	Kapinos, Vinnie	ZZ-21	12
9/20/2019	Mangin, Justin	ZZ-20	12.5
9/20/2019	Sequin, Scott	ZZ-20, J-26	12.25
9/20/2019	Williams, Tim	ZZ-20, ERC Call-in	12
9/20/2019	Zelten, Brian	ZZ-20	12.25
9/23/2019	Engelmann, Curt	ZZ-21	12
9/23/2019	Gussert, Tim	ZZ-20, THOL-36	12.5
9/23/2019	LeGrave, Steve	FRP-1	12
9/23/2019	Mangin, Justin	ZZ-20, ZZ-21	12.5
9/23/2019	Maus, Todd	ZZ-20, ZZ-21	12.75
9/23/2019	Messerschmidt, Bill	ZZ-20, THOL-36	12.5
9/23/2019	Schraufnagel, Dan	PP-19, ZZ-21, County Sweeping	12
9/23/2019	Zellner, Aaron	ZZ-20, ZZ-21	12
9/24/2019	Bouche, Macaine	State Mastic	13.75
9/24/2019	Burney, Tim	State Mastic	13.5
9/24/2019	Byrne, Nate	State Mastic	13.75
9/24/2019	Charles, Brad	State Mastic	15.5
9/24/2019	Gussert, Tim	ZZ-20, ZZ-21	12.75
9/24/2019	LeGrave, Steve	FRP-1	12
9/24/2019	Mangin, Justin	ZZ-21	13.25
9/24/2019	Maus, Todd	ZZ-20, ZZ-21	15
9/24/2019	McEwen, Bryan	State Mastic	13.5
9/24/2019	Messerschmidt, Bill	ZZ-20, ZZ-21	12.25
9/24/2019	Mineau, Zach	State Mastic	13.75
9/24/2019	Schraufnagel, Dan	PP-19, ZZ-21, County Sweeping, Equipment Repairs	12
9/24/2019	Sequin, Scott	ZZ-21, Equipment Mobilization	12
9/24/2019	Skaletski, Todd	State Mastic	13.75
9/24/2019	Vlies, Kevin	State Mastic	13.75
9/24/2019	Zelten, Brian	ZZ-20	12
9/25/2019	Bouche, Macaine	State Mastic	13.75
9/25/2019	Burney, Tim	State Mastic	13
9/25/2019	Byrne, Nate	State Mastic	13.75
9/25/2019	Charles, Brad	State Mastic	13

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12-Hour Report

9/1 - 9/30/19

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DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
9/25/2019	Engelmann, Curt	PP-19, ZZ-21	12
9/25/2019	Gussert, Tim	ZZ-20	12
9/25/2019	Johnson, Jason	ZZ-20	12.25
9/25/2019	LeGrave, Steve	FRP-1	12.25
9/25/2019	Loritz, Nancy	PP-19, ZZ-21	12
9/25/2019	Mangin, Justin	ZZ-21	13
9/25/2019	Maus, Todd	ZZ-21	14
9/25/2019	McEwen, Bryan	State Mastic	13.5
9/25/2019	Mineau, Zach	State Mastic	13.25
9/25/2019	Schraufnagel, Dan	PP-19, ZZ-21	13
9/25/2019	Sequin, Scott	FTDC-1, PP-19, ZZ-21, ZZ-20	12.5
9/25/2019	Skaletski, Todd	State Mastic	14
9/25/2019	Thompson, Nick	ZZ-21	12.25
9/25/2019	Vlies, Kevin	State Mastic	13.75
9/26/2019	Gussert, Tim	ZZ-20	12.5
9/26/2019	Mangin, Justin	ZZ-21	13
9/26/2019	Maus, Todd	ZZ-21, ZZ-20	14
9/26/2019	Messerschmidt, Bill	ZZ-20	12.5
9/26/2019	Sequin, Scott	ZZ-21, PP-19, ZZ-21	12.75
9/26/2019	Tilkens, Todd	Mowing	12
9/30/2019	Gussert, Tim	ZZ-21	13
9/30/2019	Mangin, Justin	ZZ-21, ZZ-20	12
9/30/2019	Maus, Todd	ZZ-21, ZZ-20	14
9/30/2019	Messerschmidt, Bill	ZZ-20, BA-68 Pipe	13
9/30/2019	Sequin, Scott	FRP-1, Haul State Salt, ZZ-20, BA-68 Pipe	12.5
9/30/2019	Smyser, John	Engineering Project Manager ZZ-21, ZZ-20, PP-19	12

**BROWN COUNTY PUBLIC WORKS
STAFFING SUMMARY**

AS OF 9/30/2019

HIGHWAY DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Mechanic	1/27/19	Transfer	Fill	9/3/19	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	10.75	10.75
Electrician	1.0	1.0
Engineering	7.0	7.0
Mechanics / Shop	12.0	12.0
Highway Crew	72.0	72.0
Sign Crew	2.0	2.0
Summer	4.12	0
LTE	2.0	0
TOTAL	110.87	104.75

FACILITY MANAGEMENT DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Housekeeper	5/10/19	Discharged	Fill	9/16/19	N/A
Facility Mechanic	Newly Created	N/A	Fill: Open	In Process	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	5.25	5.25
Facility Technicians	1.0	1.0
Facility Mechanics	8.0	7.0
Facility Workers	9.0	9.0
Housekeeping	20.0	20.0
Electrician	1.0	1.0
Summer Help	0.46	0
TOTAL	44.71	43.25

November 6, 2019

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

Ladies and Gentlemen:

**RESOLUTION AUTHORIZING SUBMITTAL OF AN APPLICATION
FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT –
HOUSING PROGRAM FOR SMALL CITIES**

WHEREAS, Federal monies are available under the Wisconsin Community Development Block Grant (CDBG) housing program and CDBG – Emergency Assistance Program (EAP), administered by the State of Wisconsin, Department of Administration, Division of Housing, for the purpose of housing activities; and

WHEREAS, after public meeting and due consideration, the Brown County Planning, Development and Transportation Committee has recommended that an application be submitted to the State of Wisconsin for the projects benefitting low to moderate income persons within the 10-County Northeastern Wisconsin Region, including owner-occupied housing unit rehabilitation, rental housing unit rehabilitation, owner-occupied housing unit purchase down payment assistance, and owner-occupied housing emergency assistance program grants; and

WHEREAS, it is necessary for the Brown County Board of Supervisors to approve the preparation and filing of an application for Brown County to receive funds from this program; and

WHEREAS, the Brown County Board of Supervisors has reviewed the need for the proposed projects and the regional benefits to be gained therefrom.

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Supervisors of Brown County approves and authorizes the preparation and filing of an application for the above-named projects; and

BE IT FURTHER RESOLVED, that the Brown County Executive is hereby authorized to sign all necessary documents on behalf of Brown County; and

BE IT FURTHER RESOLVED, that authority is hereby granted to the Brown County Planning and Land Services Department staff to take the necessary steps to prepare and file the appropriate application for funds under this program in accordance with this resolution.

Fiscal Note: This resolution does not require and appropriation from the General Fund. This resolution seeks additional community Development Block Grant dollars for the County.

Respectfully submitted,

PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE

Approved By:

Troy Streckenbach
COUNTY EXECUTIVE

Date Signed: _____

19-125R
Authored by: Brown County Planning Commission
Approved as to form by Corporation Counsel

PLANNING COMMISSION



305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



CHUCK LAMINE, AICP

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/planning

PLANNING DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 4, 2019
REQUEST TO: Planning, Development, and Transportation
MEETING DATE: October 21, 2019 – PD & T Meeting/November 6, 2019 – County Board Meeting
REQUEST FROM: Chuck Lamine
Planning and Land Services Department

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

TITLE: Authorizing Submittal of Northeastern Region CDBG-Housing Small Cities Grant Application

ISSUE/BACKGROUND INFORMATION:

Since 2014, Brown County has administered a housing rehabilitation loan program for a 10-county region of Northeastern Wisconsin, funded by the State of Wisconsin's Community Development Block Grant (CDBG) Small Cities Housing Program. The program provides 0% interest, deferred payment loans to low-moderate income homeowners to fund repairs to their homes. Typical repairs include roofs, siding, windows, septic systems, wells, electrical, plumbing, and structural/foundation work. The loan is recorded as a mortgage on the home and is payable in full at such time as the home is no longer the principal place of residence of the applicant; typically when the home is sold. Repaid loans will be used to create a revolving loan fund. As of the end of September 2019, the program has committed funds for a total of 244 projects totaling \$4.35 million. In addition, CDBG – Emergency Assistance Program (EAP) for Small Cities funds are being made available through governor declared state of emergency for natural or manmade disasters as grants to fund qualified repairs or replacement to private residences for low to moderate income families within the region. The program pays for all administration and project costs, including a pro-rated portion of internal Brown County administrative chargebacks, and all or portions of salary/fringe for five PALS staff for their time spent on the program. The subject resolution authorizes submittal of a grant application to the Wisconsin Department of Administration to recapitalize the project fund for future years.

ACTION REQUESTED:

Approval of the subject resolution authorizing the submittal of a CDBG-Housing Small Cities Grant Application by Brown County Planning Commission staff.

FISCAL IMPACT:

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

- 1. Is there a fiscal impact? Yes No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project?
 - c. Is it currently budgeted? Yes No
 - 1. If yes, in which account? 255.066.300
 - 2. If no, how will the impact be funded? If awarded, grant covers all project and administrative expenses.

COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

PLANNING COMMISSION

Brown County



305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

CHUCK LAMINE, AICP

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/planning

PLANNING DIRECTOR

MEMORANDUM

DATE: October 4, 2019
TO: Brown County Planning, Development, and Transportation Committee
FROM: Chuck Lamine, Planning Director
RE: Northeastern Wisconsin Community Development Block Grant – Housing Program Application Submittal Resolution

Since 2014, Brown County has been administering a Community Development Block Grant (CDBG) – Housing program for a 10-county region of Northeastern Wisconsin that provides zero percent interest, five year pay back or deferred payment loans to rental unit owners and low-moderate income homeowners to rehabilitate their housing units. Low-moderate income residents of the counties of: Brown, Calumet, Door, Fond du Lac, Kewaunee, Manitowoc, Marinette, Outagamie, Sheboygan, and Winnebago are eligible for the program, provided they do not live in the CDBG- entitlement cities of Appleton, Fond du Lac, Green Bay, Neenah, Oshkosh, or Sheboygan. Residents of these cities have access to similar programs by virtue of these cities receiving CDBG funds directly from the U.S. Department of Housing and Urban Development (HUD).

Owner occupied loans through the program are recorded as mortgages on the subject properties, and are payable in full at such time as the home is no longer the principal place of residence of the applicant; generally when the home is sold. Typical rehabilitation projects have included replacement roofs, siding, windows, wells, private on-site wastewater treatment systems (POWTS), and repairs of electrical, plumbing, heating or structural/foundational issues with the homes. I have included a copy of the flyer used to market the program within the region for your information.

As of the end of September 2019, 244 projects totaling over \$4.35 million in project funds have been obligated or expended on projects across the region. Approximately \$1 million in project funds remain for obligation through the remainder of 2019 and 2020. The program funds all Brown County administration and project costs, including a pro-rated portion of internal Brown County administrative chargebacks, and all or portions of salary/fringe for five PALS staff for their time spent on the program. If approved by the Brown County Board of Supervisors, the subject resolution authorizes submittal of a grant application to the Wisconsin Department of Administration to recapitalize the project fund for future years.



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If you have any questions prior to the Planning, Development, and Transportation Committee meeting on October 28, please feel free to call me at (920) 448-6484 or email me at lamine_cf@co.brown.wi.us.

Enclosures

CL