

MINUTES
BROWN COUNTY SEWAGE PLAN UPDATE
TECHNICAL ADVISORY COMMITTEE MEETING #1
April 14, 2021 – 11:30 am

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

Sarah Adkins	<u>V</u>	Joy Komen	<u>Exc</u>
Scott Brosteau	<u>V</u>	Gary Pahl	<u>Exc</u>
Dave Cerny	<u>V</u>	Lisa Sarau	<u>V</u>
Travis Coenen	<u>V</u>	Crystal vonHoldt	<u>V</u>
Norb Dantine	<u>Abs</u>	Joel Van Lannen	<u>V</u>
Alex Kaker	<u>V</u>	Patrick Wetzel	<u>V</u>
Jessica Kempke	<u>Exc</u>		

Others Present: Devin Yoder (I) & Cole Runge (I)

1. Introductions.

Committee members introduced themselves.

2. Selection of a Chairperson and Vice-Chairperson.

Travis Coenen volunteered as Chairperson

Patrick Wetzel volunteered as Vice-Chairperson

3. Presentation of plan update process.

D. Yoder stated he would like to have four additional meetings and cover the different chapters and items through those meetings. Additionally, if there are questions or comments with the existing plan, please forward to Devin and he would like to have those discussed as a group.

D. Yoder laid out what he would like to cover in the next meetings:

- Meeting #2: tentatively hold the meeting in the month of June and cover chapters 1-3 in the current plan.
- Meeting #3: cover the update of the sewer service areas, specific policies and goals and the planning process around those.
- Meeting #4: cover chapter 5 – ESA's and specifically looking at updating goals and objective, policies and then getting into the definitions and uses.
- Meeting #5: update chapters 6 & 8 – Implementation and cover the sewage plan amendment process.

D. Yoder stated he would like to start the approval process in late fall/early winter.

D. Yoder will send committee members a link after today's meeting of the current plan and for members to begin reviewing and providing comments on the first three chapters. D. Yoder

will compile the comments and send to committee members prior to the next meeting to allow members time to review.

4. Committee's purpose and role in the county sewage plan update process.

D. Yoder stated that each member brings to the table knowledge and insight, and staff are looking for the committee's input as we update the sewage plan. While staff were putting together the need for this committee, some of the goals staff would like to accomplish include: continued development, especially in the suburban areas around Green Bay, collaborate with GBMSD, and how the growth fits in with their plan, and reviewing the current best management practice for ESA's, and creating consistencies between this plan and federal and state water requirements.

Question asked about the makeup of the committee and non-representative communities and is there going to be some responsibility of this committee to gather information from municipalities that are not represented, or will Brown County be reaching out to them separately?

C. Runge provided a brief background on the committee development process. To avoid having a very large committee, staff focused on creating a committee comprised largely of the communities in Brown County that aren't entirely within the sewer service area right now. Staff wanted to make sure as we do things that redefine the sewer service or tweak the formula, that those communities that aren't entirely within it right now were included along with DNR and others. C. Runge also noted that throughout this entire process, staff will be reaching out to other communities as appropriate. In addition, we also have the Brown County Planning Commission, and every community has a representative on the planning commission, so at a minimum staff will be updating the planning commission on a monthly basis as to the progress. Additionally, these meetings, because they are a subcommittee of the Brown County Planning Commission, are open to the public.

Member asked for clarification of role on the committee. C. Runge stated that staff are relying on the expertise of the committee members to help ensure that our updated sewer plan adheres to current state statutes and federal regulations. If you see something in the plan that is not up to date or no longer meets statutes or codes, please let us know.

Question asked if meeting minutes would be taken at these meeting? D. Yoder stated, yes, WebEx automatically records meetings and a PALS staff member will transcribe them. Minutes will be distributed prior to the next meeting.

T. Coenen asked if he or Patrick as the chair and vice chair will they be needed to attend any planning commission meetings? D. Yoder stated as we go through the process and make updates, staff can provide the updates to the Planning Commission Board. C. Runge also stated that staff will give periodic updates at the planning commission meetings, but there will be points at which we'll be talking about certain issues in depth, and it might be good for the chair or vice chair to be there for discussions, but staff will leave the decision to attend or not attend up to you.

T. Coenen asked if there was anything more, in terms of officer responsibilities that the committee needed from him or Patrick? C. Runge stated attending the planning commission meetings, as appropriate, but beyond that just being available to run these meetings.

Question asked if it would be acceptable to bring in people on an occasional basis to discuss topics? If someone has specific comments into what we're planning is it okay to ask people to join some of these meetings? C. Runge deferred the question to Travis and Patrick as committee officers, but from a staff standpoint, C. Runge thought this would be fine. If you have people that would like to come and talk about specific things to please let staff know ahead of time and then we can add those as agenda items. T. Coenen agreed that would be the best way to handle those issues.

T. Coenen asked if a committee member receives comments from a non-committee individual, please forward those comments to Devin and he will compile the comments and forward out to committee members.

5. Discussion of next steps.

- Send invite for next meeting
- Deadline for comments on chapters 1-3
- Possibly use a doodle poll to try to schedule all the meetings so to get them on everyone's schedule

6. Schedule next meeting.

D. Yoder will send out a doodle poll for everyone's availability for our next meeting in June.

7. Adjourn.

A motion to adjourn was made by J. Van Lannen, second by L. Sarau. Motion carried.