

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

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Tuesday, November 28, 2023 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI.

Present: Vice-Chair Ray Suennen, Supervisor Morgan Fuller, Supervisor Norb Dantine; County Board Chairman Patrick Buckley
Excused: Supervisor Tom Friberg
Also Present: Supervisor Devon Coenen, Port & Resource Recovery Dean Haen, Airport Director Marty Piette, Facilities Director Chad Magnin, Planning Director Cole Runge, Highway Commissioner Paul Fontecchio, Internal Auditor Dan Process, Director of Administration Chad Weininger, and other interested parties.

I. **Call Meeting to Order.**

The meeting was called to order by County Board Chairman Patrick Buckley by 5:41 p.m.

II. **Approve/Modify Agenda.**

Motion made by Supervisor Suennen, seconded by Supervisor Dantine to approve with modifications to take Item 22 after Item 8; move 16 & 17 after Item 11; 18 after Item 14; and 19 after Item 15. Vote taken. MOTION CARRIED UNANIMOUSLY

III. **Election of Chair.**

Supervisor Suennen nominated Supervisor Dantine for Chair, seconded by Supervisor Fuller. MOTION CARRIED UNANIMOUSLY

IV. **Election of Vice Chair. *Vice Chair Ray Suennen, current.***

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

County Board Chairman Pat Buckley was excused at this time.

V. **Approve/Modify Minutes of October 2, 2023.**

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

Comments from the Public on Non-Agenda Items None.

Consent Agenda

1. **Harbor Commission Minutes of September 11, 2023.**
2. **Housing Authority Minutes of September 18, 2023.**
3. **Planning Commission Board of Directors Minutes of September 6, 2023.**
4. **Planning Commission Board of Directors – Transportation Subcommittee of April 20, 2023.**
5. **Solid Waste Board Minutes of September 18, 2023.**
6. **Transportation Coordinating Committee Minutes of June 13 and November 14, 2022 and March 6 and June 12, 2023.**
7. **Register of Deeds – Budget Status Financial Report for October 2023 – Unaudited.**
8. **Acknowledging the bills.**

**Motion made by Supervisor Suennen, seconded by Supervisor Fuller to approve Items 1-8. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Although shown in proper format here, Item 22 was taken at this time.

Airport

9. Director's Report.

Airport Director Marty Piette provided passenger traffic numbers, they were at the same number as 2019, which was their busiest year in 20-years.

They were starting to push out social media advertising for Frontier and Sun Country.

Constructionwise, nothing happening. They were in winter mode and had their first snowfall this weekend.

A rental car Request for Quote (RFQ) went out and was completed, they have 5-year agreements with those companies. There will be no change in rental car providers as they were the highest bids for locations.

They attended the City of Green Bay Holiday Parade with their new float, Paws Aero and Delta Airlines.

Tonight starts their volunteer holiday entertainment, they come out and do some holiday entertainment for guests and passengers every Tuesday and Thursday from 5-6 p.m. through December 21.

They launched the GRB Arts program with a Christmas tree decorating contest. They awarded a 1st place and two 2nd place winners. Green Bay West High School's first place entry was called, "Crystalized Glass Fused Tree." 2nd place winners were 4th graders at King Elementary School, "The Way of Oneida" and the Students and Handmade Papermakers of Green Bay program from Aldo Leopold Community High School, "Snowflakes from the Children of Green Bay", a tribute to the papermaking industry. They're doing a tree lighting ceremony in the grand lobby with the winners from Green Bay West High School.

No action necessary.

Facilities

10. Director's Report.

Facilities Director Chad Magnin spoke to his written Director's Report, located in the agenda packet.

a. Budget Status Financial Report for October 2023.

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

Planning and Land Services

11. Director's Report.

Planning Director Cole Runge spoke to the statuses of various comprehensive plans that they were currently updating. They were very close to finishing a couple. The County Comprehensive Outdoor Recreation Plan that they're doing on behalf of the Brown County Park Department is anticipated to be finished in December. A workgroup was formed to assist and will get the final draft, review it and hopefully endorse it in January so it can then go to the Education and Recreation Committee and the full County Board in February.

For the One Map Project, the first step in the process was to select a consultant, which has been done and the consultant has started work on the project. They anticipate wrapping up the project mid-2024.

They selected a person for the joint Brown County and UWGB Economic Development Executive position, Alan Peters started this week. Runge briefly outlined his background.

They now have four PALS staff members who are certified to fly their department drone.

- a. **Budget Status Financial Reports (Planning, Property Listing, Zoning) for August and September 2023 – Unaudited.**

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

Items 16 & 17 were taken at this time.

Highway

- 12. **Discussion re: Roof Repairs in 2024 for Duck Creek Main Office/Mechanic Roof (no action required).**

Highway Director Fontecchio provided a handout and stated the main office and mechanic bay, anything more than a sprinkle, they have multiple leaks. They have \$700,000 from previous budgets for building repairs, it shouldn't cost that much so they'd like to use remaining funds to put in an alternate bid for insulating the roof for new storage. They're working with Purchasing to get a bid put together and will bring it back to the committee.

- 13. **Summary of Operations Report.**

Fontecchio informed they were still running hot from last winter, there have been adjustments to the numbers. Their new business manager is diving into this and making tweaks, which are very good.

- 14. **Commissioner's Report.**

In addition to his written report, Fontecchio noted the Radio Tower is down, they had enough ARPA money to take down the old tower. Everything is on the digital 911 tower at the Highway Shop.

After a long time coming, the Highway Department was now on diggers hotline for their loop detectors.

No action needed.

Item 18 was taken at this time.

Port & Resource Recovery

- 15. **Director's Report.**

Port & Resource Recovery Director Dean Haen spoke to his written report, provided in the agenda packet, and answered questions from committee members.

- a. **Port - Budget Status Financial Report for 3rd Quarter – Unaudited.**
- b. **Resource Recovery – Budget Status Financial Report for 3rd Quarter – Unaudited.**

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

Item 19 was taken at this time.

Action Items Including Proposed Resolutions, Ordinances, and Budget Adjustments

- 16. **PALS – Resolution Approving Addition of South Bridge Connector, Between Interstate 41 and State Highway 32/57 to the National Highway System (23-106).**

Runge referred to the resolution in the packet and provided a brief description of what they're looking to do with the resolution. He informed the Planning Commission unanimously approved it.

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

17. **PALS – Resolution Authorizing the Donation of Land to Veterans 1st of NEW Wisconsin for the Development of Housing and Support Services for Homeless Veterans (23-108).**

Runge spoke to the background information, provided on the submission form and in the resolution. He stated they were proposing for the authorization of the donation of 3.5 acres for the Veterans Village Project contingent upon the conditions identified in the resolution.

Motion made by Supervisor Fuller, seconded by Supervisor Suennen to open the floor. Vote taken. MOTION CARRIED UNANIMOUSLY

Rich Heidel - 667 Hickory Way, Hobart, WI 54155 – Not a lobbyist

Heidel is a third-generation veteran and has two sons that are also veterans, one still serving with several deployments. Heidel also serves as a mentor in the NE Wisconsin Veterans Treatment Court and the most significant issue that veterans have is getting a roof over their head. A donation of the property puts meaning behind that phrase, "Thank you for your service." He can't think of a more meritorious project.

Bill Matchefts - 338 Miramar Dr., Green Bay, 54301 – Not a lobbyist

Matchefts is a member of the AMVETS Post 57 in Howard and spoke in support of Veterans First and their efforts to build the Veterans Village. He's known the Veterans First co-founder Gail Nohr for the past 6-years, a dedicated member of their AMVETS Post and volunteers faithfully for all their fundraising events. Her years talking with veterans while working at the Brown County Veterans Service Office made her acutely aware of the importance of affordable housing for local veterans, this is what led her to found Veterans First and begin the effort to build the Veterans Village. He further spoke about her work to help bring the project to fruition for deserving, local veterans.

Jonathan Davis - 1545 Civil Maple Dr., De Pere, WI – Not a Lobbyist - VFW 2037

Davis spoke on behalf of VFW 2037 and himself as a veteran. He retired last year after 20 years of service. He has had the opportunity to work with Gail and Ken Nohr on this project and he's seen a high level of dedication that has impressed him and the number of people in the community that are excited about it and willingness to help and found so many options on how to approach it. It's been rewarding to talk to people to care about this. In the military, having a place to call your own is huge and giving that kind of opportunity to other veterans is phenomenal and that's why he is extremely happy to be part of this effort.

Paula Jolly - 2585 Babcock Rd., Green Bay, WI 54313 - Not a Lobbyist

Jolly sits on the Brown County Homeless and Housing Coalition, between 2021 and 2023, homelessness in Brown County was up 230%, this number includes veterans. Most of the shelters are full and have waitlists. On November 14th St. Johns had 109 people, NEW Shelter had 93 people and Safe Park which is run by Wise Women had 32 cars and 51 people in those cars. Her part in this, she knows Gail and she runs a sober living, part of her reason for being here is the substance abuse and mental health portion of it. The WI Dept. of Health Services website states in 2021 the county provided substance use disorder services to 883 people and 3,065 for mental health services.

Richard Henes - 1106 Elmore St., Green Bay, WI 54304 – Not a Lobbyist

Henes is a veteran and has been working with Ken and Gail Nohr for a year and a half. He has not found people more dedicated to a cause than the two of them. They have a small army of people trying to help them accomplish this that believe that our veterans have been made a promise by this country and we have not kept our promise to them. He asked the committee for their support and help in letting them accomplish the mission their setting out to do and to help get our veterans under roofs and on their way to a better life.

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

Runge further explained the model, noting it has been utilized very successfully and there are examples throughout the country. One thing they're doing is the addition of assistance such as counseling, finding

employment, etc. The group has been successful in raising funds and getting volunteer labor for the project. He feels confident that they will reach the benchmarks identified in the resolution which protect the county.

Suennen informed he had seen a presentation and was very impressed by it.

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

Back to Item 12 at this time.

18. Highway – Recommendation to approve purchase of a 10’ x 36’ field office job trailer.

Fontecchio stated when looking at the cost to rent one for Lineville and for South Bridge through 2029, they figured it would cost \$43,000 in rent. They can buy one for about \$40,000 and have that asset, and at the end of those 6 years they can either sell or hang on to it. They have money left over from selling off equipment. He’s working with Howard Suamico School District to use land for a couple years for a field office.

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

Back to Item 15 at this time.

19. Port & Resource Recovery – Project #2626 – East Landfill Tank Access Road RFB – Request for Approval.

Motion made by Supervisor Fuller, seconded by Supervisor Suennen to approve Project #2626 – East Landfill Tank Access Road to Relyco Plus for \$183,022.55, while also approving Options A for \$1,542.00 and B for \$1,542.00. Vote taken. MOTION CARRIED UNANIMOUSLY

20. Discussion with possible action re: 2022 Purchasing Function Review – Airport. *Action at October Executive Committee re: To approve Items 2, 3, 4 and 5. Friendly Amendment to approve Items 2, 3, 4 and 5 and forward Items 2, 3 and 4 to the appropriate oversight committee and bring back for follow up.*

Internal Auditor Dan Process provided a high-level review of the report and explained the purpose of the audit. This was specific to the Airport but some of the findings and recommendations apply to all departments in the county, in which he spoke to and answered questions from the committee.

Motion made by Supervisor Suennen, seconded by Supervisor Fuller to refer to Administration to work with the department agency, the Airport, to come up with a policy or procedure that achieves the goals the Internal Auditor is looking for. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

21. Communication from Supervisor Theno re: Request PD&T to compile a list of “excess” or “unused” county-owned properties that could be sold and put on local tax rolls. *Referred from October County Board.*

Director of Administration Chad Weininger addressed this communication and noted they only identified sliver pieces of land.

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

22. Communication from Supervisor Coenen re: Have the county look at ways to eliminate/decrease nails and debris on Elmro Road in Wrightstown on the way to the landfill. *Referred from October County Board.*

Supervisor Coenen informed she has received complaints from residents on Elmro Rd about nails and companies not taking the preferred route. She had some ideas for possible solutions, which she provided.

Port & Resource Recovery Director Dean Haen stated they had an agreement with the town on a designated

route for traffic. Most people follow it, but map apps will bring you down Elmro Rd, and they can legally be there. They hand out flyers showing the designated routes and in December will mail them to companies. It's primarily roofers bringing shingles, not regular customers, and he believed there were also language barriers. One idea he had was to have the town constable redirect those people. They had a sign, it was destroyed, but it's back up. It's been somewhat challenging, but they were working at trying to get the traffic going in the right direction.

Coenen thanked Haen and his staff for taking steps to try to mitigate the issue but questioned if there was a service agreement with the Town of Wrightstown for resurfacing? Other than her concerns with the nails and damage to resident's tires, the landfill was fairly new, so if they can't stop people from taking that route, how do they help the town with the extra traffic from the landfill? Haen stated they'll keep advertising and running the sweeper. They haven't gone to the extent of talking to the town but reiterated the town constable could redirect people, the town could also put-up signage on the road, as the county can't. He felt there's further discussions that can happen with the town, to help with whatever mechanism, to redirect the right way, whether it's a fine, etc. One possibility they were exploring was like a progressive discipline, losing privileges for this site. It gets complicated in how they do that too, but it was a possibility.

Motion made by Supervisor Fuller, seconded by Supervisor Suennen to have staff continue working on it. Vote taken. MOTION CARRIED UNANIMOUSLY

Back to Item 9 at this time.

Other

23. **Such other matters as authorized by law.**

24. **Adjourn.**

Motion made by Supervisor Suennen, seconded by Supervisor Fuller to adjourn at 8:00 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia Loehlein
Legislative Specialist

Duck Creek Roof Replacement 2024

**Roof Insulation
Alternate Bid**

**Roof
Replacement**

