

**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, July 23, 2012 in Room 161, Ag & Extension Center, 1150 Bellevue Street, Green Bay, Wisconsin

Present: Chair Erickson, Supervisor Landwehr, Supervisor Sieber, Supervisor Dantine, Supervisor Kaster
Also Present: Bill Bosiacki, Jeff Oudeans, Chuck Lamine, Paul Van Noie, Supervisor Hoyer, Tim Miller, Dean Haen, Jim Jolly, Judy Knutson, Jim Wallen

I. Call Meeting to Order:

The meeting was called to order by Chairman Bernie Erickson at 6:24 p.m.

II. Approve/Modify Agenda:

Erickson stated that Item 17 should be deleted from the Agenda as it had been previously resolved at a special meeting on July 9, 2012.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to remove Item 17 from the Agenda and approve as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of June 25, 2012 and Special Meeting of July 9, 2012.

Motion made by Supervisor Sieber, seconded by Supervisor Kaster to approve. MOTION CARRIED UNANIMOUSLY

1. Review minutes of:

- a. Harbor Commission (May 14, 2012)
- b. Solid Waste Board (May 21, 2012)
- c. Transportation Coordinating Committee (March 12, 2012)

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to suspend the rules and take Items 1a, b & c together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file Items 1a, b & c. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

2. Communication from Supervisor Evans re: Brown County provide adequate land on the County Campus, located by the Jail and CTC, to the Medical College of Wisconsin. *Held for one month.*

Chair Erickson stated that he had spoken with Supervisor Evans earlier in the day. Evans stated that if no one from the City showed up he would like this held for one month.

Motion made by Supervisor Kaster, seconded by Supervisor Sieber to hold for one month. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Communication from Supervisor Fewell re: To reduce all fees for Senior Citizens that Brown County charges by 33% including golf course, zoo, museum, Frisbee golf, rental fees, Register of Deeds, Medical Examiner fees, all County Clerk fees, including boat launch fees to honor all Senior Citizens in Brown County. Referred from July County Board.**

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to hold for one month. Vote taken. Ayes: Erickson, Kaster, Sieber, Dantine

Nay: Landwehr

MOTION CARRIED

PUBLIC HEARING:

Obtain public comment regarding a request for a shoreland wetland map amendment in the Town of Eaton on parcel E-511.

No public in attendance wishing to speak.

Planning and Land Services

Land Information (no items)

Planning Commission

4. **Budget Status Financial Report for May, 2012.**

Planning Director Chuck Lamine reported that their budget is in good shape and he is not anticipating deficits.

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

Property Listing

5. **Budget Status Financial Report for May, 2012.**

Planning Director Chuck Lamine reported that this budget is in good shape and he is not anticipating any deficits.

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

6. **Distribution of 2011 Annual Report.**

Lamine stated that Property Lister Jim Wallen intended to attend the meeting but had an emergency and was running late.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to hold until the arrival of Jim Wallen. Vote taken. MOTION CARRIED UNANIMOUSLY

Wallen thanked the Committee for holding this item until he arrived. He directed the Committee's attention to the 2011 Annual Report contained in the agenda packet and stated that this report is given each year. With regard to real estate activity in Brown County, Wallen said his opinion is that it is on the upswing. There are a lot of indicators of this including the

style of what is selling and he also noted that home sale prices are up slightly and there has also been an increase of transfer tax return filings.

He continued that the primary focus of the Property Listing staff is to produce the annual assessment roll and related mapping. They work towards this goal each and every day. Wallen stated they have been very busy with mapping due to the increase of highway acquisitions. He also stated that many counties have problems keeping their GIS system fresh and many counties contract this out to a private company and are two to three years out of date. Brown County has trained property listing staff to be GIS savvy and they are making daily updates which are refreshed at the end of each.

Wallen continued that the parcel count in the County has remained static at about 100,000 parcels and he added that they do eliminate and consolidate parcels and further, commercial parcels are up.

Erickson asked if the income that has been received from the Highway 41 project will continue. Wallen answered that he hoped so and that they have a blanket order with the DOT for maintaining government corners that are disturbed or destroyed. The DOT reimburses the County \$350 for every corner that needs to be reset. In 2011 the DOT reimbursed the County \$5,250 for Public Land Survey System corner work. Information on the corner monuments is outlined on Page 7 of the report.

As shown on Page 5 of the report, the parcel counts in various communities has stayed fairly consistent with the exception of Hobart which has 165 extra parcels, due mostly to two different subdivisions. The certified survey map count remains steady, although it is not back to what he would consider a normal level. Wallen also stated that condominium traffic is down and he felt that until financing changes, it will stay low.

Wallen continued that another thing they have going on is that each year they get free interns from the NWTC survey program. These interns are put with the field crew and are generally first year students who have not been exposed to high grade GPS. Interns are also used for some in-house projects.

The last thing Wallen wanted to report on was that they are in the beginning stages of looking at a replacement for the current tax assessing system. They have been using the same system since the last 70s or early 80s and it is on the AS400 platform which will no longer be supported. There are a number of other Counties that have already done this and they will learn from them but they will be looking to get to more of a PC based tax assessment program by sometime in the middle of next year.

Sieber referred to Page 7 of the report and asked for clarification of the outdated and unreliable tie sheets. Wallen stated that the tie sheets are a visual diagram that will get you to an intersection. When the point has been lost, they have witness monuments that bear witness where the corner is. As the points get knocked out, tie sheets get put into an area and there used to be a staff to draw up tie sheets. The survey crew is now down to one and that person is out in the field and they have all they can do to keep up with the construction of monuments as highway and building construction occurs. The tie sheets sit idle. Sieber asked if this was a problem for the Department and Wallen stated that the tie sheets are important to the private community and they are tied to the GIS system. They are making strides by making privately

indexed surveys available through the GIS map. They have used some intern labor and office staff to work on the tie sheets as well.

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

Zoning

7. **Budget Status Financial Report for May, 2012.**

Zoning Administrator Bill Bosiacki stated that his department is on target and he does not anticipate problems throughout the rest of the year.

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

8. **Discussion and Action regarding a request for a shoreland wetland map amendment in the Town of Eaton on parcel E-511.**

Bosiacki had a map for the Committee's review and stated that the driveway has already been put in and the landowners now wish to build a home. Bosiacki stated that both the Army Corp of Engineers and the DNR have been to the site and do not have any problems with it.

The landowners were in attendance and Erickson advised them that this approval is not official until it passes at the County Board level. Erickson felt that it would be approved at the next County Board meeting on August 15 with no problems but he just wanted to make sure that the landowners knew this.

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

UW-Extension

9. **Budget Status Financial Report for May, 2012.**

Judy Knudsen stated that the Extension had quite a bit of income in the last month which will show up on the next report. She also said that recently \$13,000 was raised through fundraising by one of their recent retirees.

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

10. **Update re Emerald Ash Borer and related horticulture issues due to weather conditions.**

The update on the Emerald Ash Borer was given to the Committee during their tour prior to the meeting.

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

11. Director's Report.

Knudsen stated that the Brown County Fair will be held August 15 – 19. She passed out a brochure, a copy of which is attached, and stated that if anyone wanted tickets to let her know. She stated that although there were no big name entertainers, there were a number of other things that would make a trip to the Fair worthwhile.

Knudsen stated that their 4H Youth Development Educator had retired and Judy is now handling these responsibilities. She also stated that they have been getting many, many horticulture questions each day. They frequently have people standing in line with bugs, branches and grass which is keeping them very busy. She also stated that they had a number of staff involved recently with Farm Technology Days.

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

Airport

12. Airport 2013 Five-year Capital Improvement Plan (CIP).

Airport Director Tom Miller stated there are not any significant changes on this plan. He has moved all the projects up a year from where they were a year ago. With regard to the project shown at Number 5, Miller stated that the environmental work should be completed in 2013. The primary focus for 2013 will be getting the facility built for US Customs and this will be a federal airport improvement grant project. The FAA will fund 90% of the project, 5% will be funded by the State and 5% will come out of the County budget.

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

13. Budget Status Financial Report for June, 2012.

Miller reported that as the year goes on, the economy and air traffic is not keeping up the way they predicated and they are currently off about 19% for the year. They are cutting spending in their operating budget wherever they can and this has resulted in about \$1.5 million of savings this year and they will keep this process up throughout the end of the year.

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

14. Airport Parking Operations and Management RFP – Request for Approval.

Miller stated that this RFP is for the operation of the concession that handles the collection of the funds and depositing of parking funds for a fee. He noted that they are not dissatisfied with the current operator, but they do want to make sure that they are getting the most economical service. He stated that this contract amounts to about \$250,000 annually. Landwehr asked what the term of the contract was and Miller said that it is three years with two three year options to renew at the County's choice.

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

15. **Director's Report.**

Miller reported that they currently have about 75 airplanes at airport as part of EAA. They use this for overflow parking and Lamers runs a shuttle between several hotels and the airport down to Oshkosh several times a day. Miller felt they could have as many as 200 planes by the end of the week for EAA.

He also stated that they have a \$1.5 million dollar federal grant to repair portions of the air carrier ramp in front of the terminal building. This project has been underway for about three weeks and should be completed by the end of September. A couple of the gates for the airlines are impacted during the project, but work has been coordinated to have as little impact as possible.

Miller concluded his report by saying there was no impact to the airport as a result of the recent burst in the gas pipeline near Milwaukee. They had an adequate supply of jet fuel and were not affected.

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

Port and Solid Waste

16. **Port & Solid Waste 2013 Five-year Capital Improvement Plan (CIP).**

Port Manager Dean Haen stated that the only real significant item was the continuation of the Cat Island Chain Restoration project and they will be getting into phase two of that project next year. They have budgeted for a number greater than what they will need but he noted that 80% of it will be State funded and the County will be putting in 20% of the project.

The other two projects listed are wishful thinking. They have had discussions with two different entities regarding putting a facility in the Port of Green Bay, one being a manufacturer and the other involves moving fertilizer in and out of the port.

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

17. **Resolution re: Reclassification of the Director of Port and Solid Waste Position. *Held for one month.***

This item was removed from the Agenda.

18. **Resolution re: Establishing Port and Solid Waste Department Designated Fund Descriptions.**

Haen directed the Committee's attention to the Resolution and Fund Description Report contained in the agenda packet. He stated that both of these documents went to Harbor Commission and Solid Waste Board earlier in the day. These documents have now been revised and he provided the Committee with an updated version, a copy of which is attached.

Haen explained what the intent of this resolution was. He stated that on the Port side, most of the designated funds where they are accumulating dollars by the Cat Island Chain Project have been established or revised by County resolution in the last ten years so it is very clear on what the intended purpose of the fund is, how the money gets in the fund, and how money is able to come out of the fund. The Solid Waste side has 40 years of history with funds being established for long term care. On the Solid Waste Side there are many different pots that money goes into and Finance was interested in identifying how money goes into those pots and how it comes out. This has all been done by actions of the Solid Waste Board over the years, but not necessarily actual resolutions in the past. He noted that there have always been operating standards that have not changed. What this proposed resolution would do is identify all of the funds, how money moves in and how money moves out and basically be the guiding document as to how the Solid Waste Board and Harbor Commission have been managing their resources.

Haen continued that at the Solid Waste Board meeting earlier in the day there were a few changes made to the Fund Description Report. One of these changes is with regard to closure as set forth on the lower part of Page 1 of the handout. The old document referenced that they were paying back closure, when in fact it is actually the phased construction fund. Haen continued that it was also suggested by the Solid Waste Board to reference the State Statute number regarding long term care as shown in Item 3 on page one. This relates to funds held with a fiscal agent to fund mandated maintenance of landfills for 40 years after closure.

Haen continued that there was also one change in the resolution at the suggestion of Supervisor Dantine to include a fiscal note. This fiscal note has been added to the third page of the resolution and states that the resolution does not require an appropriation from the General Fund and has no fiscal impact on the General Fund.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

19. **Resolution re: Support for the Great Lakes Small Harbor Coalition.**

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve and send to August County Board meeting. Vote taken. MOTION CARRIED UNANIMOUSLY

20. **Transportation and Final Disposal of Hazardous Wastes RFP – Request for Approval.**

Haen referred to the RFP in the agenda packet and stated that this is the largest cost item under the Household Hazardous Waste Facility and this RFP is for a contractor to deal with the variety of chemicals and other hazardous waste received at the waste facility. This contract is valued at somewhere between \$100,000 - \$125,000. The reason this is not a bid is because staff felt adamant that they cannot just go with the lower bidder but that they need to have a qualified bidder to alleviate the possibility of future liability. They need someone reputable that will take care of the waste in an appropriate manner.

Landwehr commented that everything the County bids out should have some sort of qualification procedure. He had a problem with all of a sudden saying that this really can't go to the lowest bidder. He felt that there should always be certain levels that have to be met in order for them to get a contract and these contracts should not be based on only the lowest

price. Landwehr used the example of building a new library and said the County would obviously not just give the contract to the lowest bidder. We would look for a track record and other things to show that they are reputable and then once the appropriate contractors are determined, the lowest bidder of those would be selected and he wondered why we cannot do the same thing with this RFP.

Haen stated that with this situation there are some things that are subjective other than just dollars. He continued that there is a committee who will review the proposals and rate them based on things such as insurance and bid bonds but some of the subjective things is what the RFP tries to nail down. He stated that they may find that one bidder may have something more beneficial as far as disposal options than another that would eliminate any future long term liability. Any of the materials that do not go in the ground and end up being destroyed instead produces a higher ranking and might cost a little more, but to get the destruction is better than putting it in a landfill and eliminates future liability. The discussion continued with regard to the RFP process and Haen stated that if the Committee wants the RFP to come back to them, he will bring it back.

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

21. **Director's Report.**

Haen stated that the Cat Island Chain Restoration project work that is grant funded through the EPA will be completed in about two weeks. He has aerial photography of the project he can share, but also indicated if the Committee wished to have a tour he would be happy to accommodate that. Once this phase is done the federal government will start with phase two. Approximately \$3 million of local money will be put into that phase. The Corp estimated that the County's portion of the next part of the project would be about \$7 million dollars but when it was bid out it came back at \$2.6 million dollars. He noted that the whole project started off at \$34 million dollars and they were able to get that down to \$27 million which was then further brought down to less than \$20 million. They are in the process of quoting out the rest of the stone and Haen stated the total stone for the whole project will be in the neighborhood of \$7 - \$8 million dollars for 2.5 miles. He stated that the whole project is going well and the road is holding up excellent.

The other item Haen wished to report on was the budget and he stated that they are one of the earliest departments that have to have the budget done because they have the Solid Waste Board and Harbor Commission. One thing that he thought would be of interest to the Committee is the proposed tipping fee. They are looking at going to a three tier system which the County Board approved in 2011. This year the tipping fee is \$40 per ton but what they are looking at is having a \$40.00 preferred rate for municipal or private companies that enter into long term agreements, those under short term contracts would go to \$41.20 and the gate rate would be \$43. Kaster asked if there was a minimum fee and Haen stated there is a \$10.00 minimum and that will not change.

Erickson commented on the three tier tipping fees and said that Haen should be sure that this information gets out to the communities early enough so that the communities have proper notification to assist them in doing their own budgets. Haen appreciated the suggestion and said this was discussed in the earlier Solid Waste Board meeting. Their thought is that they are

going to send notices out to let the people know the proposed rates and they and they will also attach the contract so that they can take advantage of the preferred contract rate. Kaster asked how long the contract term was and Haen said that all of the existing contracts are for one year and the ones they are proposing are for 10 years. The contracts also provide a benchmark for how the rate will increase from that point forward and there are ceilings that the rate cannot increase more than the CPIW from June to June which is the index for this area.

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

Public Works – Facility Management

22. Public Works 2013 Five-year Capital Improvement Plan (CIP).

Public Works Director Paul Van Noie stated that most of this plan was prepared prior to his arrival and he noted that there would probably be amendments, most notably the second half of the CTH GV project in Bellevue which may move to 2013 instead of 2014. There are some issues that still need to be worked out from a funding standpoint as there is interest in bonding which would be reimbursed in 2014. This would not affect the financial side of things but it would affect the projects that would be completed in 2013.

Kaster stated that the area of Packerland Drive from EE north to 172 has some really bad spots and the blacktop is in very poor condition. There are areas where there is puddling that is starting to trench along the west side in some areas. He felt that consideration should be given to moving this project up so that the road could simply be resurfaced instead of reconstructed.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. MOTION CARRIED UNANIMOUSLY

23. Summary of Operations.

Van Noie directed the Committee's attention to the summary of operations contained in the agenda packet. He stated they were in good shape as far as the budget is concerned. He stated they were about \$55,000 ahead of budget on the Facilities side, but he thought they may lose some of that but felt that they should still end up in good shape at the end of the year.

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

24. Facility Management Division – Projects over \$25,000 - Projects Summary & Bid Tabulations:

- a. **Asphalt Parking Lot Replacement at Courthouse Bid Tabulation – Request for Approval.**

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to approve bid of MCC, Inc. in the amount of \$39,207.78. Vote taken. MOTION CARRIED UNANIMOUSLY

- b. **Replace Roof on Work Release Center – Request for Approval.**

Dantine noted that this came in under budget and Van Noie stated that the unused budgeted funds will go to reduce the bond.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve bid of Northeastern Roofing, Inc. in the amount of \$63,800. Vote taken. MOTION CARRIED UNANIMOUSLY

- c. **Rooftop A/C Equipment at Law Enforcement Center Bid Tabulation – Request for Approval.**

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve bid of Hurckman Mechanical in the amount of \$59,390 minus the deduct of \$1,750. Vote taken. MOTION CARRIED UNANIMOUSLY

- d. **2nd Floor Renovations at Law Enforcement Center Bid Tabulation – Request for Approval.**

Oudeans stated that the bids on this came in over budget but they are getting some money out of it because with the DA transferring the final design has changed as to what they want remodeled and this is why it was bid with options.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve bid of All-Timate Construction, Inc. in the amount of \$29,138. Vote taken. MOTION CARRIED UNANIMOUSLY

- e. **3rd Floor Decorative Plaster Repairs at Courthouse Bid Tabulation – Request for Approval.**

Dantine asked who budgeted this at \$150,455 when it came in at \$19,700. Van Noie explained that there were a number of projects on this particular bond. The decorative plaster repairs at the Courthouse is the last project on this bond. The total of all the projects on this bond is roughly \$130,000.

Oudeans stated that AAA is a general contractor who will put up the scaffolding and do some restoration on the decorative plaster that had water damage before the artists come in to paint.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve the bid of AAA Plus Construction, LLC in the amount of \$19,700. Vote taken. MOTION CARRIED UNANIMOUSLY

25. **Director's Report.**

Erickson asked about issues on the courthouse steps under upcoming projects. Oudeans stated they are trying to get this done, but it has not been bid. They are looking at natural stone and got some estimates for about \$28,000. They do not want to use the same type of tiling that they currently have as it has failed several times. Concrete would change the riser heights and they have spoken with several concrete contractors but none would guarantee their work. They have also looked at fiberglass, brick and deck board and they are not sure at this time what will be best.

Paul Van Noie commented on the Public Works Director's report and stated that the merger is now complete and operational between the Highway Department and Facilities. There are no completed projects to report on, but there will be one in July that he will report on.

Van Noie continued with a discussion regarding the Library. He has contacted Lynn Stainbrook and they are going to look to have this project controlled by Facilities as he would like to see it done and come in within budget. He will continue to bring all bid information regarding the Library to this Committee. Sieber asked what the difference was between the \$1.5 million dollar figure and the \$12 million dollar figure. Van Noie stated that he felt that was attributed to definition. Van Noie stated that there were not definitions for any of the terms and this led to the large numbers. They were defining deferred maintenance as just about anything which really inflated the number. He also noted that there is a historic artifacts area that Van Noie did not include in the maintenance and this was \$3.6 million. There was also an atrium that they wanted to put on the exterior of the building for \$3 million. Van Noie's numbers included what were capital appropriations and he was confident that the \$1.5 million dollar figure will take care of everything the Board intends to cover. Sieber asked for a timeline and Van Noie responded that he will first meet to prioritize the issues with the least amount of disruption to the library. There was some conversation about hiring an architect but Van Noie stated they will be using the architect we have on staff.

Landwehr wished to make two comments. First, he has heard from both sides that the Library Board is responsible for maintaining the Library but the Library is saying that maintenance is the County's responsibility. He felt that going forward it would be beneficial for this to be written out so that all parties understand who is responsible for what. Kaster said that it is the Library Board's responsibility but they come to the County Board for money. Landwehr's second comment is related to the Library and he stated that one of the issues with the Library is lack of parking and another one is that they have problems with people hanging out and making others uncomfortable. He questioned if anyone had looked at the area where people congregate and considered adding parking spots in that area. Kaster did not feel a parking lot would be feasible, but he made the suggestion to fence the area in and have access to the area from inside the Library.

The last item Van Noie wished to comment about was the list of hours worked over 12 in a shift and he wanted to point out that most of those were for employees primarily finishing the day's work.

Erickson said it had been brought to his attention that the Hilliard-Weyers Library in Howard is cedar and needs to be stained every five years. He spoke with a contractor who said that cedar should not be used on buildings such as this, but the donors insisted that the cedar be used. Erickson is getting comments that it needs to be stained again and he did not know if the Library Board was responsible for that or the County does it, but he felt this should be looked at to see what alternatives there may be such as siding it instead of staining it periodically.

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

Register of Deeds

26. **Budget Status Financial Report for May, 2012.**

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

Other

27. **Audit of bills.**

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to pay bills. Vote taken. MOTION CARRIED UNANIMOUSLY

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

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

Respectfully submitted,

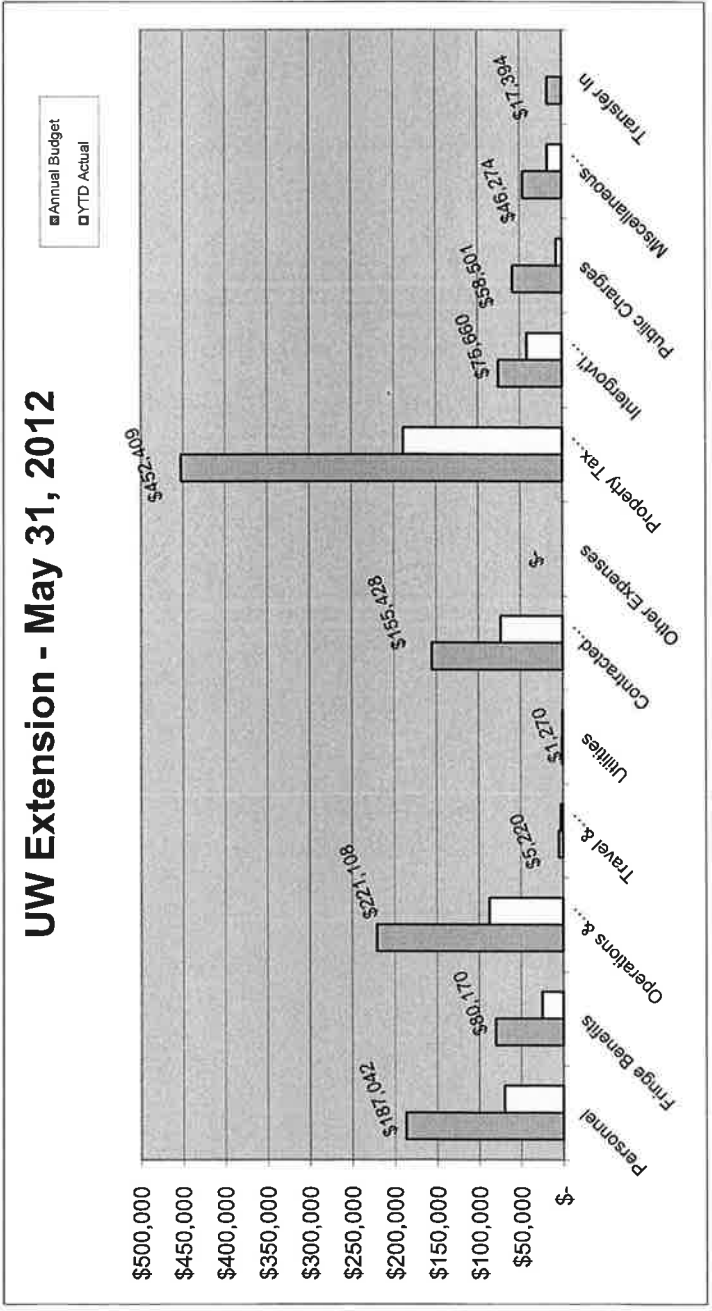
Therese Giannunzio
Recording Secretary

	Annual Budget	YTD Actual
Personnel	\$ 187,042	\$69,879
Fringe Benefits	\$ 80,170	\$24,926
Operations & Maintenance	\$221,108	\$87,330
Travel & Conference	\$ 5,220	\$2,701
Utilities	\$ 1,270	\$576
Contracted Services	\$ 155,428	\$73,265
Other Expenses	\$ -	\$0
Property Tax Revenue	\$ 452,409	\$188,504
Intergov't Revenue	\$ 75,660	\$41,673
Public Charges	\$ 58,501	\$7,067
Miscellaneous Revenue	\$ 46,274	\$17,235
Transfer In	\$ 17,394	\$0

HIGHLIGHTS:

Expenses:

Revenues:



SINCE 1909

BROWN COUNTY FAIR Come Out And Play!

★ AUG 15-19, 2012 ★



Brown County Fair
1500 Fort Howard Avenue
De Pere, WI 54115

For more info, please contact us
at 920-336-7292 or visit us online:

BrownCountyFair.com

We'd like to thank all of our sponsors.
Please visit our website for a complete sponsor list.

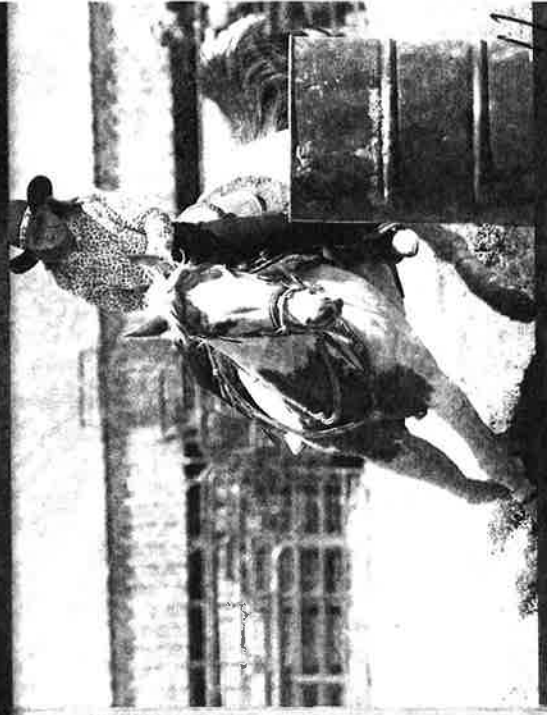


**2012 BROWN COUNTY
FAIREST OF THE FAIR**

Katrina Geurts
De Pere

Katrina will make appearances throughout Brown County promoting this year's fair. The Fairest of the Fair will represent the Brown County Fair as media spokesperson and will promote a wide variety of educational, social, and economic opportunities available at the Fair.

To request an appearance by the Fairest of the Fair, please email Fairest@BrownCountyFair.com



BROWNCOUNTYFAIR.COM

ALL ACCESS
ADMISSION

SUNDAY (August 19)

- 9:00 AM Horse Gymkana - Horse Arena
- 9:00 AM Lutheran Church Service - Music Stage
- 10:00 AM Catholic Mass - Music Stage
- 10:00 AM Horse Pull - Track
- 10:00 AM Tractor Parade - from Fairgrounds to Voyager Park and back
- 10:00 AM Mad Dog & Merrill Grilling Competition**
- 11:00 AM CARNIVAL OPENS
- 11:00 AM Nick's Kids Show - WPS Family Stage
- 11:00 AM Taste of Wisconsin - Nicolet National Bank Activity Area
- 11:30 AM Bear Mountain Grizzly Bear Show**
- 12:00 NOON 4-H Fashion Show - WPS Family Stage
- 12:00 NOON Bay City Swing**
- 1:00 PM Mad Dog & Merrill Grilling Competition Awards Presentation**
- 1:00 PM Dress the Animal Contest - South Show Barn
- 1:30 PM Bear Mountain Grizzly Bear Show**
- 2:00 PM Nick's Kids Show - WPS Family Stage
- 4:00 PM Nick's Kids Show - WPS Family Stage
- 4:30 PM Bear Mountain Grizzly Bear Show**
- 5:00 PM Junior Fair Herdsmanship & Billboard Awards - South Show Barn

ALL-ACCESS ★ PASS ★ ONE PRICE ★ INCLUDES ★ CARNIVAL RIDES

BUY IN ADVANCE AND SAVE! \$9 advance tickets available July 1st at Larry's Piggly Wiggly (De Pere), Festival Foods (Green Bay, De Pere & Howard), Agri-Partners Co-op (De Pere & Greenleaf) or by mailing a check to:

Brown County Fair
PO Box 5284
De Pere, WI 54115

AT THE GATE: \$12; \$5 on Sunday

CONTACT US: 920-336-7292 or visit us online at: www.BrownCountyFair.com



WEDNESDAY (August 15)

- 9:00 AM Junior Division Rabbit Judging - North Show Barn
- 9:00 AM Junior Division Poultry Judging - Outside Poultry Barn
- 9:00 AM State Fair Selection - Exhibit Building
- 10:00 AM Open Division Poultry Judging - Poultry Barn
- 10:00 AM Open Division Rabbit Judging - North Show Barn (following Poultry Judging)
- 2:00 PM Nick's Kids Show - WPS Family Stage
- 2:00-6:00 PM Ag Day - Nicolet National Bank Activity Area
- 3:00 PM CARNIVAL OPENS
- 3:00 PM Bear Mountain Grizzly Bear Show
- 4:00 PM Nick's Kids Show - WPS Family Stage
- 6:00 PM Bear Mountain Grizzly Bear Show
- 7:00 PM Demolition Derby - Track Presented by Fritsch Construction and Country Aire Dairy
- 7:00 PM The Bomb
- 9:30 PM Fireworks

The Bomb



SCHEDULE OF EVENTS

AUG 15-19, 2012

THURSDAY (August 16)

- 8:00 AM Jr. Pleasure and Draft Horse Judging - Horse Arena
- 9:00 AM Swine Judging - North Show Barn
- 9:00-11:30 AM Library Morning
- 10:00 AM Beef Judging - South Show Barn
- 11:00 AM-4:00 PM Dairy Day - Nicolet National Bank Activity Area
- 11:30 AM Nick's Kids Show - WPS Family Stage
- 12:00 NOON CARNIVAL OPENS
- 12:30 PM Bear Mountain Grizzly Bear Show
- 1:00 PM Sheep Judging - North Show Barn
- 2:00 PM Nick's Kids Show - WPS Family Stage
- 3:00 PM Bear Mountain Grizzly Bear Show
- 4:00 PM Nick's Kids Show - WPS Family Stage
- 6:00 PM Bear Mountain Grizzly Bear Show
- 7:00 PM Truck Pull - Track Presented by Performance Diesel and Rural Insurance
- 7:00 PM Bazooka Joe

BAZOOKA JOE

FRIDAY (August 17)

- 8:00 AM Dairy Goat Judging - North Show Barn
- 8:00 AM Open Division Pleasure Horse Judging - Horse Arena
- 9:15 AM Dairy Judging - South Show Barn
- 11:00 AM-4:00 PM Animal Day - Nicolet National Bank Activity Area
- 11:30 AM Nick's Kids Show - WPS Family Stage
- 12:00 NOON CARNIVAL OPENS
- 12:30 PM Bear Mountain Grizzly Bear Show
- 1:00 PM Exotic Animal Judging - North Show Barn
- 1:00 PM Cheese Carving Demonstration
- 2:00 PM Nick's Kids Show - WPS Family Stage
- 3:00 PM Bear Mountain Grizzly Bear Show
- 4:00 PM Cheese Carving Demonstration
- 4:00 PM Nick's Kids Show - WPS Family Stage
- 5:00 PM Mad Dog & Merrill - WPS Family Stage
- 6:00 PM Bear Mountain Grizzly Bear Show
- 6:00 PM Rodeo Pre-Show
- 6:30 PM Mad Dog & Merrill - WPS Family Stage
- 7:30 PM PRCA Rodeo - Horse Arena
- 8:00 PM The Presidents

THE PRESIDENTS

SATURDAY (August 18)

- 10:00 AM CARNIVAL OPENS
- 11:00 AM Kiddie Showmanship - South Show Barn
- 11:00 AM-4:00 PM Ag Safety Day - Nicolet National Bank Activity Area
- 11:30 AM Nick's Kids Show - WPS Family Stage
- 12:30 PM Bear Mountain Grizzly Bear Show
- 12:30 PM Tractor Pull - Track
- 2:00 PM Nick's Kids Show - WPS Family Stage
- 3:00 PM Bear Mountain Grizzly Bear Show
- 3:00 PM Rabid Aardvarks
- 4:00 PM Nick's Kids Show - WPS Family Stage
- 4:00 PM 4-H & FFA Animal Auction - South Show Barn
- 6:00 PM Bear Mountain Grizzly Bear Show
- 6:00 PM Nick's Kids Show - WPS Family Stage
- 6:00 PM Rodeo Pre-Show
- 6:45 PM Armed Forces Appreciation Ceremony
- 7:00 PM Mid America Air Force Band
- 7:30 PM PRCA Rodeo - Horse Arena
- 8:30 PM Madd Hoss Jackson



Madd Hoss Jackson



Fund Description Report

Port and Solid Waste Department

July 2012

I. Background

The Port and Solid Waste Department is an Enterprise Fund, comprising of the Port Enterprise Fund and the Solid Waste Enterprise Fund. Both Funds are separate and do not mix with each other or other County Funds. The only transfers are the following:

1. Calculated Indirect Costs to Brown County.
2. Information Services and Insurance Chargebacks to Brown County.
3. Property Rents to Brown County.
4. "In Lieu of Taxes" payment to Brown County for all Department Properties.
5. Proceeds from South Landfill clay sales to Brown County.

Being an Enterprise Fund means the Port and Solid Waste Department utilizes revenues solely from its own operations to pay expenses incurred through services and Programs offered to its customers and users. Revenues are derived from "tipping fees" or fees charged per unit weight for using a Facility, sale of materials processed or salvaged, grants, interests on segregated funds or rent for properties administered by the Department. Its contracted customers include municipalities, industries, residents and other area Counties.

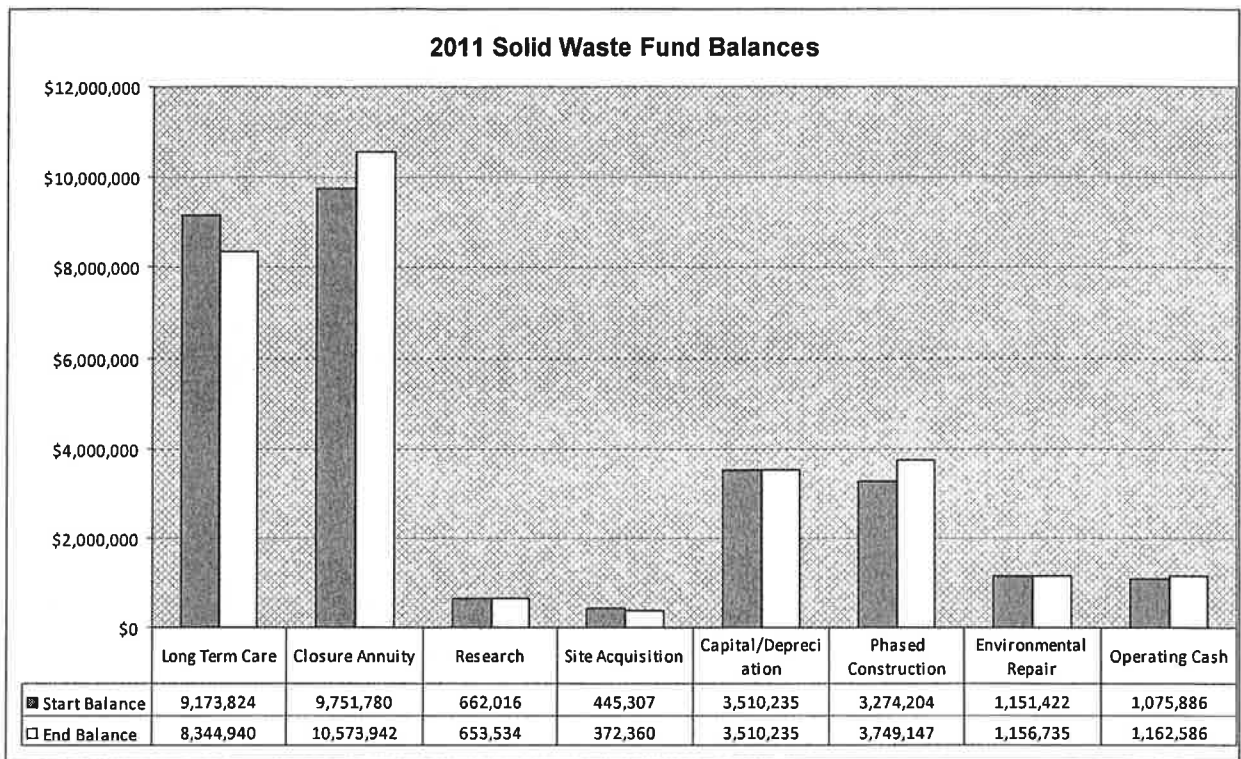
II. Designated Fund Descriptions

Solid Waste

1. *Site Acquisition* -- Established to fund the siting, developing and buying of land for solid waste facilities. Lands may include adjoining properties for buffers. Currently sufficiently funded and does not need additional funding at this time.
2. *Research and Development*- Established to fund alternatives to landfilling and to support recycling. Currently used for recycling educational material. Currently sufficiently funded and does not need additional funding at this time.
3. *Long Term Care* -- Funds held with a fiscal agent to fund mandated maintenance of landfills for 40 years after closure per WI Stats, 289.41. The East and West sites are attributed to this fund. The costs are returned to Solid Waste by the fiscal agent based an amortization of the required funds attributed to the remaining term of closure maintenance. When the South land fill is operational, funds will need to be collected to deposit with a fiscal agent for future long-term care of this site.
4. *Closure* -- Established to pay for costs to close Brown County landfills and to augment the LTC Fund for maintaining the closed East and West Landfills. Instituted to eliminate or lessen bonding requirements. Currently funds annual long-term care costs prior to

reimbursement. Funded construction of gas-to-energy with gas-to-energy revenue repaying Phased Construction fund plus 5% interest. Operationally funds additional closure costs projects at the East and West Landfill. A financial analysis needs to be performed to determine if this fund is sufficiently funded, if not sufficiently funded, funds would be collected through tipping fees. Closure costs for the South landfill will be collected through tipping fees and segregated from the East/West closure account.

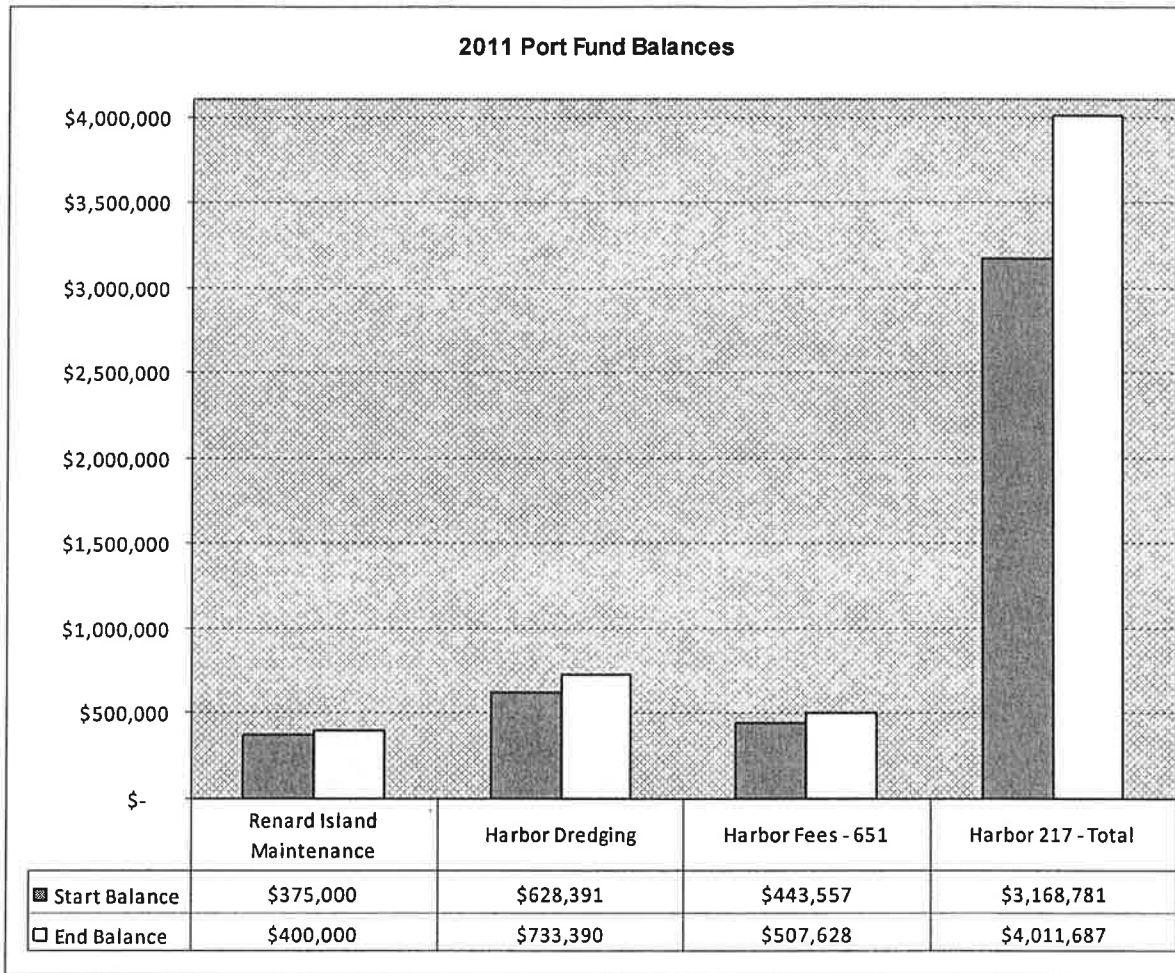
5. *State Environmental Fee* – Established to fund state mandated fees to pay for the State’s groundwater, environmental response, well compensation and beyond the 41st year of landfill maintenance programs. Currently not being used, but will be required when the South Landfill is operational. Funds were transferred to closure account in 2007.
6. *Environmental Repair*- Established to offset the unlikely, but potential costs of environmental repair from landfill or household hazardous waste contamination to the environment. By Agreement with the Town of Holland, the Environmental Repair Fund must contain at least \$1 Million upon construction and operation of the Brown County South Landfill. Currently sufficiently funded and does not need additional funding at this time.
7. *Debt Service* – Established to retire debt owned to Brown County for solid waste bonding. Currently there are not funds required for debt retirement because there is not debt.
8. *Phased Construction* – Established to fund landfill sequence and transfer station construction projects. Instituted to eliminate or lessen bonding requirements. Solid Waste Board policy has been to retain a fund balance to cover 1 ½ sequence construction costs. Funded through tipping fee collections. Staff will be financially analyzing the future costs of the South landfill and determining if sufficiently funded. If not additional funding will be collected through tipping fees.
9. *Capital Depreciation and Replacement* – Established to replace existing recycling, landfill and household hazardous waste buildings and equipment. The dollar amount is currently estimated from depreciation financials received from the County’s Administration Department. Available funds through tipping fees, sale of recyclable or other means will be placed in the fund based upon the depreciation of the current equipment and buildings. The Gas-to-Energy equipment depreciation will not be included in this fund, since there is not cash being collected for this depreciation. Mary to do: Establish a depreciation and replacement cash account. This cash account will be established as of 1/1/2012.
10. *Rate Stabilization* – Established in 2012 as an effort to reduce the occurrence of major tipping fee increases in any one budget year. Goal of this fund is to maintain no less than \$200,000 and no more than \$1,000,000. Available funds through tipping fees, sale of recyclables or other means will be placed in the fund at the end of the year at the Directors discretion based upon program performance. When the annual budget necessitates a major tipping fee increase, the Solid Waste Board will determine the use of any or all of collected funds to reduce the tipping fee increase. At the end of the year based upon actual deficit due to the reduced tipping fee, funds will be returned to operational cash.



Port

1. *Renard Island Maintenance*- Established by Harbor Commission to fund large long-term care of Renard Island upon ownership transfer from US Army Corps of Engineers. Currently \$25,000 is annually transferred from Harbor Dredging Fund into this fund for this purpose
2. *Harbor Fee* –Established by resolution and funded annually by terminal operators on a per ton basis. This fund is to be used for projects beneficial to the overall harbor and Port will seek majority vote of terminal operators. Fund will be drawn down to a zero balance for the Cat Island Chain Restoration project as a dredged material placement facility for maintaining the navigational channel.
3. *Harbor Dredging* – Established by harbor commission and is the repository for Bay Port tipping fee generated from non-federal sources. The funds are collected and designated for future disposal facility related functions. Fund will be drawn down to a zero balance for the Cat Island Chain Restoration project as a dredged material placement facility for maintaining the navigational channel.
4. *217 Harbor Fund* – A Memorandum of Agreement (MOA) between the US Army Corps of Engineers and Brown County was signed for the use of Bay Port CDF by the Corps through a tipping fee. In the end, the Corps is responsible for the cost of construction, operation, maintenance and closure of the facility. Brown County created the fund to account for Bay Port revenue and expense activities. Within the fund, numerous accounts were established to manage the fund. Bay Port was built over a number of years with several grants that do not need to be repaid as a result; the property acquisition and siting accounts are accruing dollars for new initiatives at the discretion of the Harbor

Commission. The other accounts have targeted funding levels that are necessary to meeting the future needs of Bay Port. Audits are conducted routinely.



In addition, the Department maintains additional Internal Funds. They comprise of Operating Cash/Unrestricted Cash Fund. They are:

1. *Household Hazardous Waste* - Serves as a depository fund for HHW Partner annual contributions and to pay the Department's portion of the HHW Program's operating expenses.
2. *Operation Fund*. This Fund is used to pay all of the Department's operating expenses throughout the year. These expenses include contract costs for landfill operation, transfer station operation and waste hauling, Materials Recycling Facility operations and general engineering costs.

August 15, 2012

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

Ladies and Gentlemen:

RESOLUTION ESTABLISHING PORT AND SOLID WASTE DEPARTMENT
DESIGNATED FUND DESCRIPTIONS

WHEREAS, the purpose of the Brown County Port and Solid Waste Department is to plan, promote, and administer port, solid waste and recycling activities for Northeastern Wisconsin through methods that are environmentally sound and economical; and

WHEREAS, in 1975 the Brown County Solid Waste Department, currently the Port and Solid Waste Department and Solid Waste Board (collectively the “Department”), were created, pursuant to, among other ordinances, §§ 2.05 & 12.01 of the Brown County Code, as well as the corresponding state statutes giving rise thereto, to act as the policy making body relative to program policies affecting the activities of the Department, which includes in pertinent part, providing economically and environmentally sound solid waste management services and facilities for Brown County (“County”) municipalities, residents and business; and

WHEREAS, the Solid Waste functions of the Department include operation of a solid waste transfer station and a recycling transfer station, joint ownership of a single-stream recycling facility in Outagamie County, and operation of a regional household hazardous waste collection facility, a landfill gas-to-energy plant, two closed landfills and the future south landfill; and

WHEREAS, in 1956, Brown County created the Harbor Commission under the authority of Section 30.37, Wis. Stats to plan, oversee and administer the activities of the Port of Green

Bay. The Port area of the Department operates confined disposal facilities, owns dock walls and property leased for port purposes. The Port performs economic development duties and acts as a common voice for legislative and regulatory issues on behalf of its terminal operators; and

WHEREAS, per its responsibilities under § 12.01(4) & (5) of the Brown County Code, the Department is further required to develop plans for County solid waste management programs (“Programs”) to collect, transport, reduce, reuse, recycle, compost, process, incinerate, destroy, convert or landfill solid waste within the County and establish rates and fees in accordance therewith so that economic benefits realized thereunder may be returned to the customer or used to reduce tipping fees to the extent practicable; and

WHEREAS, The Port and Solid Waste Department is an Enterprise Fund, comprising of the Port Enterprise Fund and the Solid Waste Enterprise Fund. Both Funds are separate and do not mix with each other or other County Funds; and,

WHEREAS, the Port and Solid Waste Department as an Enterprise Fund is not funded from the County property tax levy and utilizes revenue generated solely from its own operations to pay current expenses and long-term capital costs necessary to provide its services and Programs to its customers and users; and,

WHEREAS, over time the County Board through actions by its Harbor Commission and Solid Waste Board has established funds for the Port and Solid Waste Department to fulfill its missions; and,

WHEREAS, this Resolution and the attached Fund Description Report is intended to update the County Board and customers of each of the designated funds and their purposes.

NOW THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors hereby accepts the Brown County Port and Solid Waste Department Fund Description Report.

Respectfully submitted,

**PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE**

Approved by:

COUNTY EXECUTIVE

Date Signed: _____

Authored by: Port & Solid Waste Dept.

Final Draft Approved by Corporation Counsel

Fiscal Note: This resolution does not require an appropriation from the General Fund and has no fiscal impact on the General Fund.

CERTIFICATION

I, Darlene Marcelle, Clerk of Brown County, Wisconsin, do hereby certify that the foregoing is a correct copy of a Resolution introduced at a County Board Meeting of the County Board Supervisors on August 15, 2012, adopted by a majority vote, and recorded in the minutes of said meeting.

County Clerk

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
SIEBER	1			
DE WANE	2			
NICHOLSON	3			
HOYER	4			
HOPP	5			
HAEFS	6			
ERICKSON	7			
ZIMA	8			
EVANS	9			
VANDER LEEST	10			
BUCKLEY	11			
LANDWEHR	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
WILLIAMS	15			
KASTER	16			
VAN DYCK	17			
SCHULLER	18			
ROBINSON	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN, JR	22			
STEFFEN	23			
CARPENTER	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____