

**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 23, 2021 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI.

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**Present:** Chair Dave Landwehr, Vice-Chair Ray Suennen, Supervisor Norb Dantine, Supervisor Tom Friberg, Supervisor Amanda Chu  
**Also Present:** Airport Director Marty Piette, Family Living Educator Judy Knudsen, Port & Solid Waste Director Dean Haen, Planning Director Cole Runge, DOA Chad Weininger, Supervisor John Van Dyck; Kelly Armstrong and Rick Sense, Greater Green Bay Chamber; and other interested parties.

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**I. Call Meeting to Order.**

The meeting was called to order by Chair Dave Landwehr at 5:30 p.m.

**II. Approve/Modify Agenda.**

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

**III. Approve/Modify Minutes of August 24, 2021.**

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

**Comments from the Public on Non-Agenda Items** None.

**1. Review Minutes of:**

- a. **Energy Subcommittee (September 30, 2021).**
- b. **Housing Authority (August 16, September 20, and October 18, 2021).**
- c. **Planning Commission Board of Directors (June 2, August 4, and October 6, 2021).**

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

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

**Airport**

**2. Resolution to Authorize Sale of Property to the Oneida Nation.**

Airport Director Mary Piette informed the only change from the last presentation of this item was this document has been finalized, a complete document with the Offer to Purchase which includes an Intergovernmental Agreement and Avigation Easement.

Chu informed she found out this has been since 2005, a negotiation back and forth, and it was quite an accomplishment for both parties to come to some terms that felt agreeable.

Landwehr questioned the paragraph: *B. The Oneida Nation, and to the extent applicable, its successors and assigns, agree to take all steps necessary at any time and from time to time to request the Oneida Appellate Court, if applicable, grant full faith and credit to any award, order, or decree rendered in **any state court** in accordance with the foregoing and to request issuance of such orders and exercise of such legal powers as may reasonably be necessary to effectuate the same.* Landwehr understood that anything dealing with the

Oneida Tribe would be a Federal Court issue and asked Piette to double check this with Corporation Counsel.

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

*Supervisor Suennen arrived at 5:37 p.m.*

**3. Director's Report.**

Piette spoke to the Budget Status Financial Report through October 2021, noting operating expenses continue to track 10% under budget. Revenues continue to perform better than budgeted mainly due to the CARES Recovery Funds received. They were also seeing public charges doing better than budgeted for because passenger has returned quicker than budgeted for. They were back to 80% of 2019 numbers. Nationwide TSA has seen passenger traffic back to within 95% of Pre-COVID levels.

Green Bay Austin Straubel International Airport was selected as the winner of the 2021 Excellence in Airport Marketing, Communications and Customer Experience Award from the Airports Council International North America Association. They received the award in the promotional item's category. This category recognizes successful results of using merchandise to promote the airport or a specific initiative. Use your discretion in displaying your entry and submit it accordingly (i.e. pictures of giveaways, descriptions, etc.). They always provide the airline stakeholders they meet with something from Green Bay and they created a cocktail kits, minus the alcohol.

November 2<sup>nd</sup> their Housekeeping Department was presented a Certificate of Appreciation by the State Federal Security Director with the Transportation Security Administration.

Sun Country operated their first official flight this weekend.

Last week, GRB launched Aero Paws, their pet therapy program. Nationally certified pet therapy dogs.

GRB sponsored the "Jay Jay the Jet Plane" balloon at the 2021 Green Bay Holiday Parade.

3-new non-stop flights are launching next month, Frontier to Tampa International, Sun Country to Fort Myers, and Sun Country to Phoenix.

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

**Extension**

**4. Extension – Budget Status Financial Reports for September and October 2021 – Unaudited.**

Extension Director Judy Knudsen informed revenues were ahead of expenditures, they were in good shape.

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

**5. Resolution Regarding Table of Organization Change for the UW-Extension Department – LTE Strong Bodies Instructor.**

Knudsen informed that the ADRC asked if she would meet with their leadership team to discuss a Strong Bodies program to help older adults improve their balance and bone mass. The Extension doesn't have staff currently, so they were looking to create a part-time, revenue driven, position for this program. The ADRC was getting multiple inquiries each week; however, they won't do the program unless they have enough participants that will break even each time. Extension will handle the hiring and registration, ADRC will serve as the site for the program.

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

**6. Director's Report.**

Knudsen informed they started a new 4-H Club for older youth, 7<sup>th</sup> grade and up called IMPACT: Innovative Mentors Positive Action Community Team.

In partnership with UW-Green Bay, the Wisconsin Department of Public Instruction (DPI) was awarded a \$35 million federal GEAR UP grant for the next seven years to support the Gaining Early Awareness and Readiness for Undergraduate Program. GEAR UP helps low-income students prepare for college through college scholarships, transitional support, and direct services including mentoring, tutoring, academic advising, college and career exploration and visits, and workforce readiness skill development. UWGB asked the Extension to do virtual programming for students in 8-communities across the state that were selected to participate and to plan a conference in the spring. A lot of the programming was STEM focused.

The Foodwise Program did a program with the Brown County Human Services Parent Pals in the STEM Center's licensed kitchen. The Salvation Army requested to do something similar with some of their families. Foodwise Extension Brown County continues to do Facebook lives with food pantry staff and families, a great way to engage with Oneida Nation.

The Community Garden in the Imperial neighborhood, the property was put on the market. It was one of their fastest growing gardens, with a waiting list. They were in search of some new property in the area.

Tech Change Makers, a project involving Microsoft and Verizon - The Extension staff was working with Boys and Girls Club to teach parents/guardians on how to use their electronic devices.

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

**Register of Deeds**

**7. Register of Deeds – Budget Status Financial Report for October 2021 – Unaudited.**

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

**Port & Resource Recovery**

**8. Budget Adjustment Request (21-100): Any increase in expenses with an offsetting increase in revenue.**

Transfer Station-Landfill (BOW) had additional customers which resulted in greater expenses in contracted services with Outagamie County and various haulers. There is an offset by the increased revenues. Also, Charges and Tipping Fees – MRF increased due to the market demand which has also increased the Recycling Rebate expense.

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

**9. RFP Pulliam Site Engineering Design and Cost Estimate – Request for Approval.**

Port & Resource Recovery Director Dean Haen informed this RFP was to hire an engineering consulting firm to help them design the Pulliam Plant and repurpose it into a Port facility. It seemed adventurous to get this in a shovel ready state as there were a lot of state and federal grants out there and they stood a better chance to be successful if they knew they had the permits, a design, etc.

Haen responded to questions from the committee.

Motion made by Supervisor Dantine, seconded by Supervisor Suennen to approve the Pulliam Site Engineering Design and Cost Estimate RFP; Project #2459. Vote taken. MOTION CARRIED UNANIMOUSLY

10. RFB Project 2461 ELF and SLF Well Abandonment/Replacement – Request for Approval.

Motion made by Supervisor Dantine, seconded by Supervisor Friberg to approve Subsurface Exploration Services for Project #2461 ELF & SLF Well Abandonment/Replacement, approving Schedule A - \$25,905.00 and Schedule B - \$9,952.00. Vote taken. MOTION CARRIED UNANIMOUSLY

11. Port 3<sup>rd</sup> Quarter Budget Performance Status Report – Request for Approval.

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

12. Resource Recovery 3<sup>rd</sup> Quarter Budget Performance Status Report – Request for Approval.

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

13. Director's Report.

Haen spoke to his written Director's Report, provided in the agenda packet material.

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

Planning & Land Services

14. Presentation by the Greater Green Bay Chamber regarding county-specific accomplishments in 2020 and 2021.

Planning Director Cole Runge informed that county staff were directed at the last meeting to talk about what the Greater Green Bay Chamber has done for the county over the last couple of years and to come back at the January meeting to talk about their plan going forward specifically for 2022.

Runge introduced Kelly Armstrong, Vice President of Economic Development and Rick Sense, Vice President of Development & Government Affairs for the Greater Green Bay Chamber. Armstrong noted they appreciated the partnership with the county and the investment and provided a PowerPoint presentation regarding Driving Growth (*For quality purposes, a digital copy of the PowerPoint presentation will be emailed to all County Board Supervisors prior to the December County Board meeting*) and answered questions from the committee.

Suennen requested Armstrong provide a one to two-page summary for the County Board that basically states "what you're getting for your money."

Landwehr felt what would be the best for the Chamber and the county, especially with the county looking to have an economic development person was that they develop specific goals, how it would coordinate, and work it through the Planning Department. Then to have a closer collaboration on it to make sure they were identifying what goals the county was looking for in conjunction and how they were going to judge those and grade those and how they were achieving that over time. Armstrong believed that was one of the reasons too that the County Executive had a permanent seat on their Executive Committee, just to maintain that alignment as well. She was happy to figure out what that was for everyone. Runge reiterated, this was the first step, the next step was to come back in January.

Supervisor Van Dyck felt there wasn't any question that Advance was doing a lot of things in the county, but he felt the disconnect was that in the past, they were told by the County Executive, that certain dollars were being used for very specific items. They need to decide if they want to just provide money to Advance, like other communities, or if it should be assigned for a particular purpose to follow those dollars. His biggest

issue was, get the story straight, so everyone was on the same page. He's looking forward to January.

Chu felt with adding an economic development person to the Planning Department, they had access to the Chamber in a new and developing way. She was really excited to see what comes out in January. Armstrong stated looking at the overall body of work as a deliverable was a super important perspective too.

No action taken.

**15. Planning, Property Listing & Zoning – Budget Status Financial Reports for September and October 2021 – Unaudited.**

Runge informed a lot of their reviews have been a little higher than expected this year, their CSM reviews have skyrocketed, plat reviews are also very high as well and their shoreland and POWTS reviews are steady as well. They experienced a lot of land divisions throughout the county this year and they continue to experience that. Revenues, at the end of the year, they're on pace to finish well in the black.

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

**16. Director's Report.**

Runge stated in terms of their open positions, they are still attempting to fill a Sanitary Inspector, a County Surveyor and for a GIS Analyst.

He provided a verbal update on the Emergency Rental Assistance program. As of Nov 11<sup>th</sup>, their program has distributed over \$8 million of assistance throughout the county. Starting January 1<sup>st</sup>, they will require a work requirement such as a proof of employment or an attempt to attain employment with some exceptions. Max number of benefits was 18 months, so they didn't want people to hit a funding or revenue cliff once their benefits are exhausted.

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

**Other**

**17. Acknowledging the bills.**

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

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

**Motion made by Supervisor Suennen, seconded by Supervisor Friberg to cancel the December 28<sup>th</sup> meeting unless needed closer to that time. Vote taken. MOTION CARRIED UNANIMOUSLY**

**19. Adjourn.**

**Motion made by Supervisor Dantine, seconded by Supervisor Chu to adjourn at 7:33 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein  
Legislative Specialist