

TOWN OF GREEN BAY, BROWN COUNTY, WI
MINUTES OF REGULAR TOWN BOARD MEETING
TUESDAY FEBRUARY 13, 2018

Time: 7:00 pm – 8:50 pm

Location: Town Hall

Next Meeting: Thursday, March 13, 2018

Attendance: Chairman Lee Dechamps, Supervisor Cary Dequaine, Supervisor Ryan DeBroux, Clerk Debbie Mercier, Constable Matt Bosman Also present was Zoning Administrator Gary Jonet and Planning Commission Secretary Dawn Goodman Excused Absence Treasurer Lori Geniesse

19 Present

1. Call to Order

Chairman Dechamps called the meeting to order at 7:00 pm. Pledge of Allegiance recited. It is noted, the meeting was properly posted

2. Review and Take Action on January meeting minutes

Motion made by Sup Dequaine to accept the January 9, 2018 town board minutes as presented. Second by Sup DeBroux. Voice vote 3-0 Motion Carried.

3. Review Planning Commission minutes

Sup DeBroux asked the Planning Commission to state their questions in regard to the work on the Special Events Permit Application and Ordinance. Dawn Goodman stated that after an hour, they came to the decision to table the issue until they get answers from the Board and the Attorney. Possibly have the attorney attend a Board meeting. The questions were as follows:

1. Are we liable with an ordinance
2. With an ordinance
3. How do we define a true public event
4. Why do they have these permits/ordinances in other towns
5. Would it be more appropriate to have an impact fee

Discussion held regarding obstructing traffic. Supervisor DeBroux stated the original purpose was to give a heads up, the fire dept is already in charge of managing the incident and handles the chaos. He stated the town, financially is responsible for 1/3 of the fire department's actions and also to make sure the impact to the public is being addressed. John Metzler stated, he had spoke with The Town of Scott Zoning Administrator to see if they have this type of ordinance and they have chosen not to draft an ordinance of this type at this time. Further discussion held in regard to having the town's Attorney present at the meeting. Dawn Goodman will get in touch with the attorney to see if he would be able to attend the meeting which will be held on the 3rd Tuesday in March. Sup DeBroux thanked the Planning Commission for the hard work they have done on this. Motion made by Sup Dequaine to accept the Planning Commission minutes as presented. Second by Sup DeBroux. Voice vote 3-0 Motion Carried.

4. Review Board of Appeals minutes – there was no meeting held

5. Review Zoning Administrator Report and Building Inspector Report

Motion made by Sup DeBroux to accept the Zoning Administrator report dated 01/09/2018 through 02/13/2018 with a second by Sup Dequaine. Voice vote 3-0 Motion Carried.

6. CSM for Loritz

Motion made by Sup DeBroux to accept the certified survey map presented (GB-156) to survey the buildings off the agriculture land. Second by Sup Dequaine. Voice vote 3-0 Motion Carried.

7. Brown County Planning Re: Impact Study/ Shrine of Our Lady of Good Help

Chuck Lamine, Director of Brown County Planning and Land Services and Devin Yoder, Senior Planner of Brown County Planning Department were both present. Chuck Lamine explained they had put together a proposal and they will be present at the meetings to listen and help guide the town through the process. He further stated, the Shrine is a tremendously unique cultural religious facility, and with changes there are challenges associated with it. He stated their focus will not be to tell us what to do, but to give advice and guidance. He introduced Devin who will be the lead on the project. He stated he will assist in developing a plan and addressing the zoning code issues. Devin took the floor and explained the project initiation phase and did an overview of the proposal. He stated there will be 6 meetings total where the steering committee and public get together. He stated the items which need to be addressed are deciding on the Steering Committee and preparing a Citizen Participation Plan. He said it will be a very open process. In which a timeline will be established, there will be an adoption of the Citizen Participation Plan, we will establish and identify the area, the boundaries. The process is scheduled to begin with a meeting scheduled for March 21, 2018 at 7:00 pm. And will then be held primarily on the 3rd Tuesdays of every month. The Town Board stated the Steering Committee will consist of the members of the Planning Commission and the Board of Appeals. Sup DeBroux questioned if they think they will get this accomplished in (6) 3 hr meetings? Devin explained it could be accomplished in the time projected, he stated the 2nd meeting would need the bigger space.

8. Shrine of Our Lady of Good Help Update

Corie Campbell, Events Coordinator at the Shrine of Our Lady of Good Help was present to offer open communication with what they're upcoming plans are. Don Warden, new COO at the Shrine of Our Lady of Good Help was also present. Corie gave an overview on the events which include: Opening the season with Marian month, May 5th and 6th. The beginning of May to end of Oct, early Nov. May 5th is the Walk to Mary, May 6th a May Crowning event, she stated Relevant Radio is a partner with the Shrine and they are reaching out to more people through Relevant radio, and they anticipate having growing crowds for the Walk to Mary. She stated the people who visit the Shrine enjoy the rural character of this area; she further stated all of their identities are with Champion; internationally they identify with Champion as well. She again indicated, the people who come to the Shrine like the peace of the area and she hopes the town and the Shrine can work together. She stated the end of the season is the National Novena of Our Lady of Good Help. They will be bringing people Oct 1 through the 9th. She stated August 15th is now a main event. The highest attendance has been about 3,300 but may be going as high as 5,000. She stated they have had contact with the Hospital Order of Malta, the oldest order in the Catholic Church which has diplomatic relations with 120 countries. The pilgrimage will come here in the beginning of August, and she explained they take up the entire Hyatt hotel for the entire time. One other event will be the 150th year at the Diocese. The Shrine will be entertaining the National Press Conference in June, June 12th through the 15th. They will be hosting Wednesday. Pat Deprey, event coordinator for the Walk to May was also present. He stated this year is the 6th year of holding the Walk to Mary. He further stated the first year there were 350 walkers. He said it is held the first Saturday in the month of May. They anticipate 2,000 – 3,000 people this year. Father Francis Hoffman, is a followed Priest in the Social Media world. He is on the Board of Directors. And is getting more intimately involved with the walk. He has a personal goal to get the Walk to Mary to 100,000 people within the next 10 years. May be the largest pilgrimage in the world. The walk starts at St. Joseph's college in DePere, they come through 10 to 11 municipalities to get to

our municipality. So far in the last 6 years, people come from 27 different states. He explained the 21 mile route can be found on their website. WalktoMary.com Pat explained the route may be modified in the future. EWTN has put a documentary on the Walk to Mary may run it again in April. Corie Campbell thanked the neighbors for working with them. Discussion held. She said for safety measures, they hire in County Rescue, New Franken Fire Dept., they brought in a team to operate on site.

9. Ripp Property (5 acre lot) / Review of CSM

Zoning Administrator, Gary Jonet stated according to the Restrictive Covenants indicated on the recorded Certified Survey Map of this said property, there are other requirements that must be met before this parcel could become a buildable lot. The requirements are believed to have been from Brown County Planning. Gary stated he spoke with someone at the County Office and he was told there was a form that they could fill out to get these items removed. The property owner was present and said the surveyor, Mr. Raisleger stated he can get the form. Gary stated he believes it is a matter of formality to remove the restrictive covenants.

10. Old Business

A. Municipal Court / ORI for Municipal Proscutor's Office

The Board stated basically the purpose of the ORI is to help the municipal court system move along smoothly. The chairman and clerk's from each municipality signed the document. Clerk will get a copy of the signed document.

11. Constable Report

Constable Bosman stated he has a citation filled out for 4341 Double Winds Way. He has not been able to get the citation served, he will try again, but otherwise will contact the sheriff to have it served. He questioned where the court cases were held. Chairman explained the court cases are held at the Town of Glenmore townhall.

12. Correspondence Received

Clerk questioned if there were road projects planned which may impact utility poles, and should notification be given to Wisconsin Public Service as a letter was received. Board stated there are no projects at the present time. Clerk informed the Board and residents that the town has received some free admittance tickets to the Neville Public Museum exhibit for the Brown County 200 year celebration. Clerk also presented information on a Planning and Zoning course coming up in Kaukauna in April.

13. Any Other Business Authorized by Law

A. Open Floor for Public Comment

Sup DeBroux made a motion to open the floor. Second by Sup Dequaine. Voice vote 3-0. Debbie Olson questioned if she could take some of the Brown County 200 year celebration admittance tickets? Board stated they are offered to anyone. There were no other comments. Motion to close the floor by Sup Dequaine. Second by Sup DeBroux. Voice vote 3-0 Motion Carried.

14. Clerk and Treasurer Reports

Motion made by Sup Dequaine to table the clerk and treasurer's reports until next month. Second by Sup DeBroux. Voice vote 3-0 Motion Carried.

15. Review Vouchers and Pay Bills

Motion made by Sup Dequaine to review the vouchers and pay the bills. Second by Sup DeBroux. Voice vote 3-0 Motion Carried. (Check numbers paid 14623-14644)

16. Next Meeting Date/Adjourn

Next regular meeting scheduled for Tuesday, March 13, 2018 at 7:00 pm. Financial Audit meeting scheduled for Wednesday, March 21st at 6:00 pm.

Scheduled Board of Review Dates – Open Book May 21, 2018 1 pm to 3 pm. Board of Review scheduled for Tuesday, May 29 5 pm to 7 pm.

Motion to adjourn made by Sup Dequaine with a second by Sup. DeBroux. Meeting adjourned at 8:50 pm.

Submitted by: Debbie Mercier, Clerk