

**TOWN OF GREEN BAY, BROWN COUNTY, WI  
MINUTES OF REGULAR TOWN BOARD MEETING  
TUESDAY, April 10, 2012**

**Time: 7:00 pm – 9:15 pm**

**Location: Town Hall**

**Next Meeting: May 10, 2012 at 7:00 pm.**

Attendance: Chairman Lee Dechamps, Supervisor Cary Dequaine, Supervisor, Dianne Jacobs, Clerk Debbie Mercier, Treasurer Doris Jadin, Constable, Gary Jacobs  
Also present were Zoning Administrator Gary Jonet, and Planning Commission Secretary Dawn Goodman

Chairman Dechamps called the meeting to order at 7:15 pm.  
Opened the meeting with the Pledge of Allegiance  
Clerk verified proper posting.

14 Residents present

**1. Review and Take Action on March meeting minutes**

Motion made by Supervisor Dequaine to approve the March minutes as presented with a second by Supervisor Jacobs. Motion Carried. 3-0

**2. Review Planning Commission minutes**

Motion made by Supervisor Jacobs to approve the Planning Commission minutes dated 3/20/12 as presented with a second by Supervisor Dequaine. Motion Carried. 3-0

**3. Review Board of Appeals minutes**

Motion made by Supervisor Jacobs to approve the Board of Appeals minutes dated 3/22/12 as presented with a second by Supervisor Dequaine. Motion Carried. 3-0

**4. Review Zoning Administrator Report and Building Inspector Report**

Motion made by Supervisor Jacobs to approve the Zoning Administrator report dated 3/14/12 through 4/10/12 with a second by Supervisor Dequaine. Motion Carried. 3-0  
There was no building inspector report received.

**5. Reappoint Planning Commission and Board of Appeals Members**

Chairman Dechamps received interest from Dianne Jacobs to be reappointed to the Planning Commission. He also received interest from Toni Mertens and Steve Heim to be reappointed to the Board of Appeals. Chairman Dechamps reappointed Dianne Jacobs for a 3 year term to the Planning Commission. He also reappointed Toni Mertens and Steve Heim for 3 year terms to the Board of Appeals. The members were sworn in by the Clerk.

**6. Palm Gardens Summer Flea Markets**

Kyle Alsteen was present to represent Palm Gardens. He explained they would like to have a Farmer's Market every 3<sup>rd</sup> Saturday in the summer in the parking lot of Palm Gardens. He stated there would not be a fee to the vendors at this time. They would like to have the first one in June. The board recommended they attend the Planning Commission meeting next week Tuesday, April 17<sup>th</sup>.

**7. Grievance Procedure – completed at the last month's meeting**

**8. Non-Resident Fire Response Call Fee**

Chairman Dechamps read a letter that Attorney Steve Gillis had drafted regarding an Ordinance authorizing the fire chief to make and enforce lawful orders, establish emergency fee schedules, collect and disburse emergency fees, and obtain special inspection warrants. This will be reviewed by the Planning Commission and will be presented in the form of an ordinance to be made part of the Town of Green Bay Code of Ordinances at a future Public Hearing.

**9. CenturyLink Construction Permit Application**

The CenturyLink Construction Blanket Permit Application for the years of 2012-2013 was reviewed. Supervisor Jacobs will contact CenturyLink regarding the application and explain the construction permit fee of \$500 that will be required for the 2-year period. (plus the condition that any road damage is to be repaired at CenturyLink's expense) Clerk will mail the signed application to CenturyLink with the said fee and condition listed on the application.

**10. Lawn Cutting**

Motion made by Supervisor Jacobs to accept the lawn cutting proposal of \$570 from Mike Collin with a second by Supervisor Dequaine. Motion Carried. 3-0  
Clerk will notify Mr. Collin of the approved proposal.

**11. Any Other Business**

**11 a. New Franken Stormwater District**

Chairman Dechamps explained that in the future there will be an assessment for the properties that are located in the New Franken Stormwater district and he also stated that within 2 to 3 years the New Franken Stormwater district may be annexed with the Town of Scott Sanitary district. The New Franken Stormwater District is looking for \$3,000 from the three towns within the district which include the Town of Humboldt, Town of Green Bay and Town of Scott. This money would be used to clean and repair a drainage line. Motion made by Supervisor Jacobs to give a maximum of \$3,000 to the New Franken Stormwater District to clean out the line currently in need of repair. Second by Supervisor Dequaine. Motion Carried. 3-0

Supervisor Jacobs mentioned that the no parking signs should be put up on Chapel Lane. Chairman Dechamps will contact the County.

Motion made by Supervisor Dequaine to open the floor with a second by Supervisor Jacobs. Motion Carried. 3-0

Chad Derenne present with the prior CSM map of his property - there were slight revisions regarding the sensitive area – this CSM was previously approved by the Town Board. Clerk signed and stamped the CSM for Chad Derenne.

Motion to close the floor made by Supervisor Dequaine. Second by Supervisor Jacobs. Motion Carried. 3-0

**12. Clerk and Treasurer Reports**

Treasurer read the report – Balance on hand as of March 31, 2012 - \$459,793.51. Clerk read the report for the month of March. The expenses and revenue totals agree with the Treasurer totals. Motion made by Supervisor Dequaine to accept the Treasurer and Clerk's reports. Motion Carried. 3-0

**13. Pay Bills**

Motion made by Supervisor Dequaine to review the vouchers and pay the bills. Second by Supervisor Jacobs. Motion Carried. 3-0

**14. Adjourn**

Motion made by Supervisor Dequaine to adjourn with a second by Supervisor Jacobs. Motion Carried. 3-0 Adjourned at 9:15 pm.

Submitted By: Debbie Mercier, Clerk  
Town of Green Bay