

**TOWN OF GREEN BAY, BROWN COUNTY, WI
MINUTES OF REGULAR TOWN BOARD MEETING
TUESDAY, APRIL 14, 2015**

Time: 7:00 pm – 8:30 pm

Location: Town Hall

Next Regular Meeting: May 12, 2015 – Annual meeting will be held April 21, 2015

Attendance: Chairman Lee Dechamps, Supervisor Cary Dequaine, Supervisor Dianne Jacobs, Treasurer Lori Geniesse, Clerk Debbie Mercier, Constable, Gary Jacobs

Also present was Zoning Administrator Gary Jonet, Planning Commission Secretary, Dawn Goodman and Ryan DeBroux who has been elected to fill Supervisor Dianne Jacobs position as she had chosen to not seek re-election. 11 Residents present

Chairman Dechamps called the meeting to order at 7:00 pm.

It is noted, the meeting notice was properly posted.

1. Review and Take action on minutes of the March meeting

Motion made Supervisor Jacobs with a second by Supervisor Dequaine to approve the minutes dated March 10, 2015. Voice vote 3-0 Motion carried.

Correction to minutes to include Zoning Administrator, Gary Jonet who was present at the meeting

2. Review Planning Commission minutes

Motion made by Supervisor Jacobs to approve the Planning Commission minutes dated March 17, 2015. Second by Supervisor Dequaine. Voice vote 3-0 Motion carried.

3. Review Board of Appeals minutes – no meeting held

4. Review Zoning Administrator Report and Building Inspector Report

Motion made by Supervisor Dequaine to accept the Zoning Administrator Report dated March 9, 2015 through April 14, 2015 and the Building Inspector Report dated March, 2015. Second by Supervisor Dequaine. Voice vote 3-0 Motion carried.

5. Resolution for Comprehensive Plan Update

Motion made by Supervisor Dequaine to adopt Resolution # 2015-1 regarding Establishing Public Participation Procedures for the Comprehensive Plan. Second by Supervisor Jacobs. Voice vote 3-0 Motion carried. See Exhibit A

6. Reappointment of Planning Commission and Board of Appeals members

Chairman Dechamps received a letter of interest from John Metzler to be reappointed to the Planning Commission and a letter was received from Steve Heim and Toni Mertens to be reappointed as members to the Board of Appeals. The terms of the stated members expired in April, 2015. A letter of interest was received from Jason Miller to be appointed to the Planning Commission to fill the seat of Dianne Jacobs who will not be serving another term on the Commission.

John Metzler, Steve Heim, and Jason Miller were sworn in by the Clerk to their respective positions. It is noted, Toni Mertens will be sworn in at the next meeting.

7. Any Other Business

Dave Mertens questioned what will be done regarding the property on Tourmaline Way. Chairman Dechamps asked Dave if he had any suggestions. Mr. Mertens suggested

the town would have somebody monitor building permits and require a height element. 24” above road elevation was stated. He has concerns of the lots devalued due to the residential property on Tourmaline Way which has had water issues since it was constructed. John Metzler stated the Comprehensive Plan Update may include an Engineer on Retainer to represent the Town. Discussion held regarding Crow Rd.

John Metzler – questioned what outstanding bills could hold back a liquor license. He was questioning on behalf of the New Franken Storm Sewer District. Clerk stated it is her understanding the outstanding fee would have to be a municipal charge which is currently part of the town’s schedule of fees.

A. Correspondence received regarding future possible agenda items.

Clerk read letter received from Spencer Collin who stated interest in maintaining the lawn at the town hall again this season with the amount of \$600 payable in October, 2015. Supervisor Jacobs made a motion to allow Chairman Dechamps to approve any expense under \$1,500. Second by Supervisor Dequaine. Voice vote 3-0 Motion carried. Joan Renier, a resident who lives on Sunset Bluff Dr, across the street from the Red Rocket Gas Station was present to express concerns of garbage in her yard. She is requesting the town to require a fence to be put up on the neighboring property to avoid garbage to blow across the road onto her property. Chairman Dechamps stated he would visit the location and speak with Mr. Terrien in regard to the issue.

B. Abandonment of Roads

Jim Kalny with Davis & Kuelthau was present to explain the process of street vacations. He presented a written document regarding 2 circumstances related to possible street vacations. The streets identified and currently being discussed are a portion of Rock Falls Rd and Cottage Avenue. See Exhibit B

The attorney stated we have 1 of 2 ways to approach. The Board thought the best option would be to present to the State that they declare the 17’ surplus and sell it to the current owners of Rock Falls. Motion made by Supervisor Jacobs to have the attorney present to the state to have that portion of Rock Falls Rd declared surplus and have them deed directly to the owners of Rock Falls and that the owners of Rock Falls be responsible for the fees acquired. Second by Supervisor Dequaine. Voice vote 3-0 Motion carried. See Exhibit B for further details

Re: Cottage Drive

Mr. Kalny stated Cottage Drive is a dedicated planned roadway and not just laid out. The process to vacate this road was explained in the document. See Exhibit B Motion made by Supervisor Dequaine to continue with the process of vacating Cottage Dr. Second by Supervisor Jacobs. Voice vote 3-0 Motion Carried.

8. Clerk and Treasurer Reports

The Clerk and Treasurer provided reports to reconcile expense and revenues for the month of February, 2015 and also provided the year-to-date account balances.

Motion made by Supervisor Dequaine to approve the Clerk and Treasurer reports. Second by Supervisor Jacobs. Voice vote 3-0 Motion carried.

9. Pay Bills

Motion made by Supervisor Dequaine to review the vouchers and pay the bills with a second by Supervisor Jacobs. Voice vote 3-0 Motion carried.

10. Adjourn

Motion made by Supervisor Dequaine to adjourn the meeting with a second by Chairman Dechamps. Voice vote 3-0 Motion carried.
Meeting adjourned at 8:30 pm.

Submitted By: Debbie Mercier, Clerk
Town of Green Bay