

**TOWN OF GREEN BAY, BROWN COUNTY, WI  
MINUTES OF REGULAR TOWN BOARD MEETING  
TUESDAY, MARCH 11, 2014**

**Time: 7:00 pm – 9:00 pm**

**Location: Town Hall**

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

Chairman Dechamps called the meeting to order at 7:21 pm. (following a public hearing)

The meeting was opened with the Pledge of Allegiance

Clerk verified proper posting.

**1. Review and Take Action on minutes of the February meeting**

Motion made by Supervisor Jacobs to accept the February minutes as presented with a second by Supervisor Jacobs. Motion Carried. 3-0

**2. Review Planning Commission minutes**

Motion made by Supervisor Jacobs to accept the February 18, 2014 planning commission minutes as presented with a second by Supervisor Dequaine. Motion Carried. 3-0

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

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

Motion made by Supervisor Dequaine to accept the Zoning Administrator report dated 1/14/14 through 3/11/14. With a second by Supervisor Jacobs. Motion Carried. 3-0

There was no report received from the Building Inspector.

**5. Liquor License – Barbara Biersteker - 5204 Sunset Bluff Dr, Green Bay  
(Current liquor license for the same location must be surrendered)**

Motion made by Supervisor Jacobs to open the floor with a second by Supervisor Dequaine. Motion Carried. 3-0 Terri Senn present and agrees to surrender the license if the security deposit is received. A check was given to Terri from Kevin Charles and the license held by Terri Senn was surrendered. Motion made by Supervisor Dequaine to close the floor with a second by Supervisor Jacobs. Motion Carried. 3-0 Motion made by Supervisor Jacobs to issue the Class B combination liquor license to Barbara Biersteker to operate at 5204 Sunset Bluff Drive under the name of Knucklehead's Saloon.

**6. CSM – Abts**

Motion made by Supervisor Jacobs to approve the CSM for Dean and Mary Abts subject to Brown County's approval with a second by Supervisor Jacobs. Motion Carried. 3-0

Chairman Dechamps stated the Engineer had presented a map with the elevations for the Clover Valley Rd project. Chairman Dechamps stated the town road would be constructed to the end of the Abt's property line and that Abts would be responsible for completing the road on their portion. Chairman Dechamps had said the engineer stated the culvert needs to be large enough to handle 25% more volume (enhanced 25%) in order to be eligible for the 100 year flood plan. Chairman Dechamps further stated the engineer will handle the bids and posting for the construction of the road.

Jacob Deterville and Kimberly Abts were present and questioned if it would be possible to obtain a building permit prior to the completion of Clover Valley Rd.

Clerk read minutes of May 7, 2013 regarding a similar issue on Vagon Lane where the land owner was requesting a building permit prior to the completion of the road.

Chairman Dechamps explained that a bid from a contractor to complete their portion of the road would be required as well as a Performance Bond/Irrevocable Letter of Credit issued to the Town of Green Bay; the performance bond should be open for 2-2 ½ years.

**7. Discussion of snow removal and lawn cutting**

Chairman received a request from Nate VanPay who is interested in putting in a bid for snow removal and

ditch cutting. Chairman stated we have a contract with Brown County until December 31, 2014

**8. Town's Attorney**

James Kalny of Davis & Kuelthau, S.C. was recently interviewed by Chairman, Lee Dechamps and Clerk, Debbie Mercier at the Town of Humboldt. He was also interviewed by members of the Town of Humboldt and the New Franken Fire Department. Motion made by Supervisor Jacobs to hire James Kalny as the attorney for the Town of Green Bay with a second by Supervisor Dequaine. Motion Carried. 3-0

**9. Municipal Court Resolution**

Motion made by Supervisor Jacobs to approve Resolution #2014-1 regarding the distribution of revenue generated from the municipal court costs and fines. A second motion was received by Supervisor Dequaine. Motion Carried. 3-0

Wayne Moreau was present to ask why the requested properties were not assessed in the New Franken Storm Water District. The clerk explained she was told by the Town's Association Attorney that properties which are not located in the district could not be assessed and in order for the properties to be assessed, they would need to be annexed into the district. Chairman Dechamps explained that the New Franken Storm Water Commission should consider adding the additional properties into the district. He also presented a request to the Chairman to have the County cover the road maintenance of the facilities located on CTH T.

**10. Reappoint Election Inspectors**

Clerk stated the following are interested in continuing their positions as election inspectors for the Town of Green Bay: Ethelreda Servais, Bonnie Swagel, Carrie Chaudoir, Margie Abts, Julie Loritz, and Bea Englebert.

Motion made by Supervisor Dequaine to reappoint the above listed for an additional term as election inspectors. Second by Supervisor Jacobs. Motion Carried. 3-0

**11. 2013 Financial Audit**

Board reviewed the 2013 annual reports presented by both the Treasurer and the Clerk. Discussion was held. Motion made by Supervisor Dequaine to approve the 2013 financial audit. Second by Chairman Dechamps. Motion Carried. 3-0

**12. Any Other Business**

Dawn Goodman stated the Pope may be coming to the area next summer to visit the Shrine. Discussion held regarding space and safety issues that may arise with a visit of that nature.

**13. Clerk and Treasurer Reports**

Motion made by Supervisor Jacobs to approve the clerk and treasurer reports as presented with a second by Supervisor Dequaine. Motion Carried. 3-0

**14. Pay Bills**

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

**15. Adjourn**

Motion made by Supervisor Dequaine to adjourn with a second by Supervisor Jacobs. Motion Carried. 3-0 Meeting adjourned at 9:00 pm.

Submitted By: Debbie Mercier, Clerk