

**TOWN OF GREEN BAY, BROWN COUNTY, WISCONSIN
MINUTES OF REGULAR MEETING**

Tuesday, September 5, 2006

Time: 7:00 pm – 9:40 pm

Location: Town Hall

8 Residents Present

Attendance: Chairman, Lee DeChamps, Supervisor, Cary Dequaine, Supervisor Dianne Jacobs, Clerk Debbie Mercier, Treasurer, Doris Jadin, Constable Bob Geyer, Zoning Administrator Gary Jonet

Chairman Dechamps opened meeting with the Pledge of Allegiance and called the meeting to order at 7:05 pm.

1. Review and Take Action on August meeting minutes

Motion made by Supervisor Dequaine to accept the minutes as presented with a second by Supervisor Jacobs. 3-Aye 0-No Motion Carried.

2. Review Planning Commission minutes

Motion made by Supervisor Dequaine to accept the minutes as read with a second by Supervisor Jacobs. 3-Aye 0-No Motion Carried.

3. Review Board of Appeals minutes – no meeting held

4. Review Zoning Administrator Report and Building Inspector Report

Motion made to accept the Zoning Administrator Report made by Supervisor Jacobs with a second by Supervisor Dequaine. 3-Aye 0-No Motion Carried.

Motion made to accept the Building Inspector's July Report made by Supervisor Dequaine with a second by Supervisor Jacobs. 3-Aye 0-No Motion Carried.

5. Palm Garden / Sign – moratorium still set on off-premise signs in the town – the Planning Commission voted not to lift at this time

6. Town Grants / Acquiring a Grant Writer

Discussion Held

Cindy Wojtczak explained how grant funding typically works, she will review our previous County TRIP grant application and list suggestions. She explained they have gotten much tighter with the grant funds then they had been in the past. Chairman Dechamps will get a copy of the TRIP grant application to Cindy to review. At this time, she will review our grant application at no charge to the town.

7. Resolution for Code of Ordinance

Motion made by Supervisor Jacobs to adopt Resolution 2006-6 Town of Green Bay Code of Ordinance. Second by Supervisor Dequaine. 3-Aye 0-No Motion Carried.

8. Municipal Court – will be put on next month's agenda

Residents who live on Edgewater Beach Road at this time, expressed concerns of property being rented on their road – see Item 13 Any Other Business

9. Audit Accounting Firm

Clerk checked with other town clerks as to audit practices – the towns that have clerk and treasurer as separate positions have internal audits. The suggestion was made by other clerks in local towns to have signed vouchers by all board members attached to every

invoice. Discussion held regarding changing the regular meetings to the second Tuesday of the month. The Board will revisit this prior to the beginning of the new year. The voucher system and the new meeting date could become effective as of the beginning of 2007.

10. Road Updates

- a. **Depeau Road** – will be chip sealed in the next couple of days
- b. **Gomand Road** – will be chip sealed in the next couple of days
- c. **Gauthier Road** – Chairman DeChamps stated the Bridge will be black topped tomorrow or the next day. Edgewater Beach Road is now completed.

11. Road Rating

Chairman Dechamps received the forms for road rating. He will contact Jim VanLaanen to review the roads and complete the paper work.

12. Class “B” Picnic License / St. Joseph’s Parish

Motion made by Supervisor Dequaine to grant a Class “B” Picnic License to St. Joseph’s Parish with a second by Supervisor Jacobs. 3-Aye 0-No Motion Carried.

13. Any Other Business

Residents of Edgewater Beach Rd. expressed concerns of a home on Edgewater Beach Road that is rented out weekly for as many as 23 persons. Chairman Dechamps explained a residential home could be rented out unless there are employees who are not family members employed there. The Planning Commission will review at their next meeting and make a recommendation to the town board.

Chairman DeChamps contacted Brown County regarding the Ramco invoice for the new road signs for Century Ridge Estates, Chairman spoke with the County and was told we would have to take it to the comptroller and he wouldn’t pay it without the County Board’s approval. The Town of Green Bay will pay the invoice.

14. Clerk and Treasurer’s Reports

Motion made by Supervisor Dequaine to accept the Treasurer’s report with a second by Supervisor Jacobs. 3-Aye 0-No Motion Carried

Motion made by Supervisor Dequaine to accept the Clerk’s report with a second by Supervisor Jacobs. 3-Aye 0-No Motion Carried.

15. Pay Bills

Motion made to pay the bills by Supervisor Jacobs with a second by Supervisor Dequaine. 3-Aye 0-No Motion Carried.

16. Adjourn –

Motion to adjourn made by Supervisor Dequaine with a second by Supervisor Jacobs. Adjourned at 9:40 pm.

**Submitted By: Debbie Mercier, Clerk
Town of Green Bay**