

**TOWN OF GREEN BAY  
BROWN COUNTY, WI**

**Minutes of Meeting of Tuesday, December 10th, 2024**

Time: 7:13 pm to 8:40 pm

Location: Town Hall

Attendance: Chairman Cary Dequaine, Supervisor Ryan DeBroux, Supervisor Matt Bosman, Clerk Debbie Mercier, Treasurer Lori Geniesse, Constable Jeff DuBois, and Zoning Administrator Jason Miller

18 Residents Present

It is noted the meeting was properly posted.

**1. Call to Order**

Chairman Dequaine called the meeting to order at 7:00 pm. Meeting opened by reciting the Pledge of Allegiance.

**2. Review and Take Action on November meeting minutes**

Sup DeBroux made a motion to approve the November minutes as presented (dated November 12, 2024) second by Sup Bosman. 3 Aye 0 Nay Motion Carried

**3. Review Planning Commission minutes**

Motion made by Sup Bosman to approve the Planning Commission minutes from November 19, 2024, second by Sup DeBroux. 3 Aye 0 Nay Motion Carried

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

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

Sup DeBroux made a motion to accept the Zoning Administrator report for November and the Building Inspector Report for the month of November as presented. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried

**6. Certified Survey Map Review for Metzler; Part of Government Lot 3 of Section 13, Township 25 North, Range 22 East, Town of Green Bay, Brown County, WI (#180-M)**

Sup Bosman questioned if the plan is to sell the house and keep the buildings. Ms Metzler was not present, a representative for the surveyor was present. Zoning Administrator, Jason Miller stated the Planning Commission reviewed and recommended approval, he said after the Planning reviewed the CSM, it then went to Brown County Planning for review, and they've added a drainage easement for Lot 2.

Sup DeBroux made a motion to approve the CSM for Metzler for Lot 3, #180-M. Second by Chairman Dequaine. 3 Aye 0 Nay Motion Carried.

**7. Liquor License Applications**

The Town of Green Bay has received an application for a Class "B" Fermented Malt Beverage and Intoxicating Liquor License from The Blue Heron Club LLC, dba The Tuna Can, Agent Glenna Pupp. Premise address: 5204 Sunset Bluff Dr, Green Bay, WI and an application for a Class "B" Fermented Malt Beverage and Intoxicating Liquor License from Champion's Bar and Banquet Hall LLC, Agent David Yockey. Premise address: 6028 County Rd K, New Franken, WI.

Sup Bosman made a motion to approve Class B as stated for the Blue Heron Club LLC, dba The Tuna Can, Agent Glenna Pupp. Second by Sup DeBroux. 3 Aye 0 Nay Motion Carried

Sup Bosman made a second motion to approve Class B Champion's Bar and Banquet Hall LLC contingent upon on a sale. Second by Sup DeBroux. Sup Bosman amended the motion to have a sunset date of sale by of March 31<sup>st</sup>, 2025. Second by Sup DeBroux. 3 Aye 0 Nay Motion Carried.

## **8. Yard Waste Drop Off**

Sup Bosman had received concerns from residents regarding where residents of the Town of Green Bay could bring yard waste, Sup Bosman has spoken with Josh Brassfield (street superintendent for the City of Green Bay) he stated he is trying to get a contract where the Town of Green Bay would pay them a lump sum and they would allow our residents to bring yard waste to the City of Green Bay site. He further stated, they have numbers in mind, they know how many yards an average city lot produces. He said Josh was going to meet with the City Commissioner and get back to him, but he hasn't heard back from him. John LeBrac stated he was considering opening a compost land on his field. Gomand/CTH P Sup Bosman explained it would be up to them, liability, manning, brush, leaves, deer, etc. He further stated the town would need to make sure that he can have it on his property. Discussion held. Sup Bosman stated he doesn't have a solution at this time, he could check with the Town of Scott.

## **9. Short term Rental Application from Mertens**

Clerk presented the application to the Board to review, Dave and Toni Mertens were present. They paid the original fee. Dave stated it is on the north end of the condos. Toni took care of the Health Dept inspection. Discussion of the 6 day minimum stay. Motion made by Sup Bosman to approve a Short-Term Rental Application for Dave and Toni Mertens at 5360 Sunset Bluff. Second by Sup DeBroux 3 Aye 0 Nay Motion Carried.

## **10. Constable Report – nothing to report**

## **11. Old Business**

### **A. Update on Temporary Moratorium on Billboard and Digital Billboard Signage**

Planning Commission briefly looked at this ordinance at their November meeting and will continue reviewing in January.

## **12. Correspondence Received**

Chairman stated cleaning company will be increasing fee from \$80 to \$85/month. He also stated he received a call from 5109 Edgewater Beach Rd, Radtke, with concerns of a tree. Chairman also stated he received a call from representative of the Town of Red River regarding a ditching project along Elmwood Rd, he said the Town of Red River did this project, Chairman stated he went to look at it. The Board determined it is on the Kewaunee County side, the town will not be making payment toward this project. The clerk discussed the following correspondence recently received; the 2024 Bridge Inspection report which was forwarded to each of the board members, the ARPA reporting requirements, BCJMC Judge to file nomination papers with Brown County Clerk, letter of company transfer received from Equitable, Sup DeBroux suggested clerk to contact Andrea with Equitable Advisors.

## **13. Any Other Business Authorized by Law**

### **A. Open Floor for Public Comment**

Sup Bosman made a motion to open the floor with a second by Sup DeBroux. 3 Aye 0 Nay Motion Carried DJ Fameree spoke regarding the hauling brush, he stated in his neighborhood the neighbors burn, discussion held. He said if we could find a place for brush, etc that would be good.

Sup DeBroux made a motion to close the floor with a second by Sup Bosman. 3 Aye 0 Nay Motion Carried

## **14. Clerk and Treasurer Reports**

Treasurer read report total combined balance for October is \$462,251.15. Available funds (less stadium tax refund, cemetery funds & fire funds) are \$412,033.37. Expenses for the month of October was \$133,907.44 and the income for the month of October was \$31,807.13. Clerk report agrees with treasurer totals. Motion made by Sup DeBroux to accept the Clerk and Treasurer reports as presented. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried

## **15. Review Vouchers and Pay Bills**

Motion made by Sup DeBroux to review vouchers and pay bills with a second by Sup Bosman. 3 Aye 0 Nay Motion Carried Check numbers paid 16703 to 16741

Chairman Dequaine explained he met with John LaBrec with Big Country Services, LLC to discuss the tree trimming on Gravel Pit Rd. The Board determined they would pay for the work that was done. \$1,600 was the agreed amount for services done.

### **A. End of the Year Financial Business**

It was stated the balance of the ARPA funds is \$228,386.78

Sup DeBroux made a motion to transfer \$12,108.54 from General Funds to General Government. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried

Motion made by Sup Bosman to transfer \$143,767.06 from Public Works to General Funds. Second by Chairman Dequaine. 3 Aye 0 Nay Motion Carried

Motion made by Sup DeBroux to transfer \$1,666.02 from Conservation to General Funds. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried

Sup Bosman made a motion to transfer \$32,000 from Capital Outlay to Fire Fund. Second by Sup DeBroux. 3 Aye 0 Nay Motion Carried

## **16. Next Meeting Dates/Adjourn**

Next meeting will be January 14<sup>th</sup>, 2025 at 7 pm.

Motion made by Chairman Dequaine to adjourn with a second by Sup Bosman. 3 Aye 0 Nay Motion Carried

Meeting adjourned at 8:40 pm.

Submitted by: Debbie Mercier, Clerk