

**TOWN OF GREEN BAY, BROWN COUNTY, WI  
MINUTES OF REGULAR TOWN BOARD MEETING  
TUESDAY, JANUARY 14, 2014**

**Time: 7:00 pm – 8:35 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 7:00 pm.

Opened the meeting with the Pledge of Allegiance

Clerk verified proper posting.

1 resident present

**1. Review and Take Action on minutes of the December meetings**

Supervisor Jacobs made a motion to accept the minutes of December 10 and December 30, 2013. Second by Supervisor Dequaine. Motion Carried. 3-0

**2. Review Planning Commission minutes – no meeting held**

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

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

Board reviewed the Zoning Administrator Report – Discussion held. Motion made by Supervisor Dequaine to accept the Zoning Administrator Report dated 12/10/13 through 01/14/14 with a second by Supervisor Jacobs. Motion Carried. 3-0

There was no Building Inspector Report received.

**5. Land Locked Parcel –**

Clerk stated she received a call regarding a land locked parcel located off of Gravel Pit Rd. Property owner would like to discuss with the Board. Due to bad weather Mr. Rueckl was unable to be present, issue will be discussed at a future date.

**6. Liquor License for 5204 Sunset Bluff Dr.**

Barb Biersteker was present, she will be applying for a liquor license to operate a tavern at what is now the current Friends Bar & Grill located at 5204 Sunset Bluff Drive. Clerk noted the existing license for that location will have to be surrendered prior to the issuance of a new license.

**7. Records Retention/Destruction of Records – will be tabled until next month**

**8. Town Hall File Cabinets to be sold**

The board will be asking \$20 per cabinet for the cabinets that were previously utilized – Clerk to post at all three locations.

**9. Any Other Business**

**A. Follow-up letter - Department of Transportation Update on Hwy 54 Project**

Clerk read the follow-up email regarding the Hwy 54 project which she received from Kelsey Lorenz with the Department of Transportation. Email as follows:

As discussed at the board meeting last night a study was conducted in 2012 to determine if a signal was warranted at the intersection of STH 54 and CTH T. I have attached a document explaining why a signal would not be warranted at this intersection. In addition to the memo

written last year, I have discussed with our traffic section about a projected time frame for when a signal could be warranted and why the intersection does not meet warrants. At this time, we cannot project a time due to the lack of high traffic volumes on both STH 54 and CTH T. Basically our forecasted volumes over the next 20 years do not meet warrants for a signal. According to our traffic counts CTH T has relatively low traffic volumes. STH 54 has higher volumes, but still not enough to warrant a signal. Currently the high volumes of traffic are occurring only at the peak hours and not throughout the day which would be needed to warrant a signal. The intersection also does not meet warrants due to the number and types of crashes occurring at this intersection. There needs to be about five of a certain type of crash in one year for the intersection to be considered for signals. Currently the amount and type of crashes are not meeting this requirement. Any major developments over the upcoming years in New Franken or to the west of New Franken could potentially increase the traffic volumes at this intersection, which may then warrant a signal. We understand your concerns, but at this time a signal, or other type of control, is not warranted for this intersection. I hope this helps address the question from the meeting, if you have any other questions please let me know.

#### **B. Mercier Rd/Gauthier Rd Intersection –**

Chairman Dechamps spoke with Brown County and was told a Municipality could put stop signs at their discretion as long as they are both town roads; both Mercier Rd and Gauthier Rd are town roads. Chairman Dechamps stated 4-Way stop signs will be put up this spring at the said intersection.

Clerk stated she received contracts from Brown County from the County Clerk and the Planning and Land Services Department.

Supervisor Jacobs made a motion for the Chairman to review the Contract for Technical Local Assistance Planning Service which includes the addressing services with Brown County and to sign the contract at his discretion; second by Supervisor Dequaine. Motion Carried. 3-0 Discussion held. Chairman reviewed and signed the contract. Clerk to forward signed contract to Brown County Planning and Land Services.

Motion made by Supervisor Jacobs to approve and sign the Intergovernmental Agreement Between Brown County and Participating Municipalities Thereof for Utilization of Election Tabulation Equipment which is the servicing agreement for the DS200 (the new election equipment). Second by Supervisor Dequaine. Motion Carried. 3-0

#### **10. Clerk and Treasurer Reports**

Motion made by Supervisor Jacobs to accept the Treasurer report as present with a second by Supervisor Dequaine. Motion Carried. 3-0 The Clerk's report was reviewed at the end of the year financial meeting.

#### **11. Pay Bills**

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

#### **12. Adjourn**

Motion made by Supervisor Dequaine to adjourn with a second by Supervisor Jacobs. Motion Carried. 3-0 Meeting adjourned at 8:35 pm.

Submitted by: Debbie Mercier, Clerk