

**TOWN OF GREEN BAY, BROWN COUNTY, WI  
MINUTES OF SPECIAL TOWN BOARD MEETING  
TUESDAY, DECEMBER 27, 2011**

**Time: 7:05 pm – 8:25 pm**

**Location: Town Hall**

**Next Meeting: Tuesday, January 10, 2011**

Attendance: Chairman Lee Dechamps, Supervisor Dianne Jacobs, Supervisor Cary Dequaine, Clerk Debbie Mercier, Treasurer, Doris Jadin, Constable Gary Jacobs, Zoning Administrator Gary Jonet was also present

Chairman Dechamps called the meeting to order at 7:05 pm.  
Opened the meeting with the Pledge of Allegiance  
Clerk verified proper posting.

3 Residents present

**1. Chapel Drive**

A copy of the ordinance requirements for driveway and off-street parking spaces as indicated in the Town of Green Bay Code of Ordinance under the Zoning Ordinance pages 101-103 were provided.

Item 9. Religious Institutions on page 103 indicated a. Churches, chapels, temples, and synagogues. One (1) parking space shall be provided for each four (4) seats. b. Convents, seminaries, monasteries, rectories, parsonages, parish houses, and religious retreats. Parking space shall be provided in adequate number, as determined by the Plan Commission, to serve persons employed or residing on the premises, as well as for the visiting public.

Chairman stated he feels the parking spaces for the Shrine will need to be increased. Supervisor Dequaine had concerns of parking on both sides of the street for safety reasons. Discussion held regarding the traffic patterns. It is unclear as to the exact number of parking spaces currently provided on the property. Supervisor Jacobs stated she feels there shouldn't be any parking on the west side of the driveway. Shirley Gomand was present as she has concerns over the no-parking issues on Chapel Drive. It was stated Chapel Drive is .10 of a mile. Karen Tipps stated there are 19 pews on each side which seat 6 people per pew with an estimated 240 people. The board discussed the fact that the Shrine currently has plans to expand the Crypt. Motion made by Supervisor Jacobs that there would be no parking on the west side of Chapel Drive from CTH K to the end of the second drive way of the parking lot. And on the east side of Chapel Drive that there would be no parking from CTH K to the end of the first driveway of the parking lot.

Second by Supervisor Dequaine. Motion Carried. 3-0

It was stated the town will take care of the required signage.

Motion made by Chairman Dechamps to review the situation in approximately six months, June of 2012. Second by Supervisor Jacobs. Motion Carried. 3-0

**2. Zoning Administrator Compensation and Fees**

Motion made by Supervisor Jacobs that the Zoning Administrator is compensated \$50 for each tower permit issued. Second by Supervisor Dequaine. Motion Carried. 3-0

**3. Assessor Contract**

Motion made by Chairman Dechamps to accept the contract presented by Assessor Robert DeMuth for the 2012-2013 year term. Second by Supervisor Jacobs. Motion Carried. 3-0

**4. End of Year Financial Business and Pay Bills**

Motion made by Supervisor Jacobs to move \$6,972.22 out of general funds and transfer to General Government, \$30.12 from general funds and transfer to conservation, \$189.83 from general funds and transfer to Debt Service. Second by Supervisor Dequaine. Motion Carried. 3-0

**5. Adjourn**

Motion made by Supervisor Dequaine to adjourn with a second by Supervisor Jacobs. Motion Carried. 3-0 Meeting adjourned at 8:25 pm.

Submitted By: Debbie Mercier, Clerk  
Town of Green Bay