

**TOWN OF GREEN BAY, BROWN COUNTY, WI  
MINUTES OF REGULAR TOWN BOARD MEETING  
TUESDAY, MARCH 12, 2013**

**Time: 7:05 pm – 8:45 pm**

**Location: Town Hall**

**Next Meeting: April 9, 2013**

Attendance: Chairman Lee Dechamps, Supervisor Cary Dequaine, Supervisor Dianne Jacobs  
Constable, Gary Jacobs Also present were Zoning Administrator Gary Jonet, and Planning  
Commission Secretary Dawn Goodman

Absent: Treasurer Doris Jadin

Chairman Dechamps called the meeting to order at 7:00 pm.

Opened the meeting with the Pledge of Allegiance

Clerk verified proper posting.

2 residents present

**1. Review and Take Action on February minutes**

Motion made by Supervisor Dequaine to accept the February minutes as presented  
with a correction to item #5 to state Supervisor Jacobs made the motion.

Second by Supervisor Jacobs. 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**

Motion made by Supervisor Dequaine to accept the zoning administrator report dated  
2/05/13 through 3/12/13 and the Building Inspector reports dated 10/2012 through  
February, 2013. Second by Supervisor Jacobs. Motion Carried. 3-0

**a. Update on contract/ Building Inspector**

Chairman Dechamps stated at this time, the contract with R. Mark Inspections  
will continue.

**5. Liquor License requests**

Terri Senn was present to request a liquor license for the current Clubhouse Bar & Grill.  
She will be leasing the bar from Kevin Charles. Application submitted to the town board.  
Clerk will publish as required and will put on the April 9th agenda.

**6. Planning Commission future items**

**a. Ordinance for Organized Events**

Discussion held regarding the Walk to Mary Pilgrimage. The Town Board will require a  
certificate of insurance stating the Town is not liable for anything that should happen on  
the Town roads on the day of the event. The Pilgrimage is scheduled for May 4<sup>th</sup>. The  
Planning Commission will research further in regard to putting an ordinance and possible  
fees in place for future organized events.

**b. Wisconsin Working Lands Initiative**

The Planning Commission will begin to explore the current options regarding the

Wisconsin Working Lands Initiative and will request for Aaron Schutte with Brown County Planning to attend a planning commission meeting for further clarification.

**c. Ordinance schedule regarding fines/fees**

Chairman Dechamps stated the Municipal Court would like the fines and fees for all Towns who are part of the Brown County Municipal Court including the Town of Green Bay to be listed in a schedule format within the Code of Ordinance. The Planning Commission will work to produce a fines and fees schedule.

**7. Any Other Business**

Nancy Zellner was sworn in by the Clerk as an alternate member of the Board of Appeals to replace Doris Jadin who has chosen to no longer be a member of the Board of Appeals.

Lee Dubois a resident of Edgewater Beach Rd present to state concerns of water coming over the top of Edgewater Beach Rd; he further stated the ditches and culverts on the south side of the road are filling up with leaves and should be cleaned. Mr. Dubois stated the residents appreciate the recent reconstruction of the road. Chairman Dechamps stated the Board will check into the needed maintenance.

Dana Drier was present to update the board regarding the drainage issue in the Champion Estates subdivision. Dana explained a cursory examination had been completed. He briefly stated the results determined there was a drain plan for the subdivision, but it had not been followed. He stated the results indicated the engineering numbers were only run for the 34 acres, not for the farmland that drains to the area. Discussion held.

**a. Update on land transfer of 2005**

Clerk stated Abts Law Office is currently working on correcting the Deed from the land transfer to Ken and Sally Rabas. The Deed needed verbiage regarding terminating the portion of Bayshore Park Rd.

**8. 2012 End of Year Audit**

The audit was tabled until March 19<sup>th</sup>. The board will meet on Tuesday March 19<sup>th</sup> to complete the 2012 End of Year Audit.

**9. Clerk and Treasurer Reports**

The clerk presented a report for January and February; the treasurer report will be presented at the April 9<sup>th</sup> meeting.

**10. 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

**11. Adjourn –**

Motion made by Supervisor Dequaine to adjourn with a second by Chairman Dechamps. Meeting adjourned at 8:45 pm.

Submitted By: Debbie Mercier, Clerk  
Town of Green Bay