

TOWN OF GREEN BAY, BROWN COUNTY, WISCONSIN

MINUTES OF TOWN BOARD MEETING

Tuesday, November 9, 2004

Time: 7:00 pm – 9:30 pm

Location: Town Hall

Next Meeting: THURSDAY, DECEMBER 9, 2004

Attendance: Chairman Lee Dechamps, Supervisor Cary Dequaine Supervisor Mike Saharsky, Clerk Debbie Mercier, Treasurer Doris Jadin, Constable Delano Jansen
Zoning Administrator Gary Jacobs and Secretary of the Planning Commission Dianne Jacobs were also present

20 Residents were present.

AGENDA

1. Review and Take Action on October meeting minutes

Motion made to accept the minutes as presented by Supervisor Dequaine. Supervisor Saharsky explained Item #6a. should be changed from negotiating to terminating. The Board has the option to terminate the contract at that time. Supervisor Saharsky seconded the motion under the said change. Motion Carried. 3-0

2. Review Planning Commission minutes

Supervisor Saharsky made a motion to accept the minutes as presented. 2nd by Supervisor Dequaine. Motion Carried. 3-0

3. Review Board of Appeals minutes

Supervisor Saharsky made a motion to accept the minutes as presented. 2nd by Supervisor Dequaine. Motion Carried. 3-0

4. CSM for Korey Rollin

Surveyor Saletski here to present the CSM. Supervisor Dequaine made a motion to accept the CSM for Korey Rollin. 2nd by Chairman Dechamps. Motion Carried. 3-0

5. CSM for Renee Gerondale

Dianne Jacobs explained the CSM was done in 1996 and was not approved at the Planning Commission level, she explained it would have to go back to the Planning Commission before it could be brought to the Town Board level. Pat Bouche presented the Town Board with the CSM and showed the requirements that were previously explained to them. They will present it to the Planning Commission at their next meeting.

6. Jane LeFevre to address the Board regarding Special Assessments for snowplowing private roads

Jane LeFevre read a statement to the Town Board regarding the easements on their road and how the decision to stop the snow plowing of private roads effected the residents. Supervisor Saharsky explained he cannot vote on this issue because of conflict of interest. He is a resident of a private road. Supervisor Dequaine explained he also lives on a private road and therefore should not vote on the issue.

Jane LeFevre does not feel it was a good decision and would like the Town to put it as a Special Assessment on the Tax Roll and have the County plow the roads.

Jim Schantz – has owned his place for 33 years. Does not understand why the services were provided and now the service is not there, questioned the portion of the taxes which go toward road maintenance. Questions where the liability would be if there were an emergency. He would like to know what options they have.

David Marchand – Feels the same as Jim has already explained. Questions the lack of consideration to the residents on private roads.

Larry Pinchart – the reason it was discontinued is because some of the people along the road it effected always asked the Board to tighten their belts, so the issue was brought up Discussion was held as to previous concern on this issue.

Delano Jansen – explained the reason it was brought up was, town tax payers feel they should not have to pay for plowing of private roads.

Jim Schantz – explained he feels his taxes are going to pay for plowing the other roads – he further explained the people on his road do not want a private road. Their road does not qualify for a private road.

Hal Goodman – explained the town has to make sacrifices and this is where the people of the town chose to cut back.

Dianne Jacobs – explained the town gets money from the state to take care of the public roads and the town cannot get money from the state for private roads.

Further discussion was held.

Chairman Dechamps made a motion to close the floor.

Chairman Dechamps made the statement that the board understands the request of the people on Sandy Cove, he again explained how their request was to put a special assessment on the tax roll. He explained at this time, there is very little time to act and it is difficult being that the Supervisors are unable to vote on the issue. Chairman Dechamps stressed at this time, the Town will not be involved in the snowplowing of private roads.

Jane Le Fevre explained they have a proposal for this year which they will be considering.

Bob Geyer – feels you cannot pick out one private road over another.

David Marchand – questioned the process of making the private road become a public road.

Jim Schantz - has some information regarding this and they will check into it.

Supervisor Saharsky explained at one point he did make an attempt to have the Board notify the residents on the private roads.

Chairman Dechamps said he would check with the County as to how to go about putting a Special Assessment on the tax roll.

The clerk explained the Special Assessments for this year have to be sent to the County by the 15th of November.

5. Review Zoning Administrator Report

Supervisor Dequaine made a motion to accept the Report. 2nd by Supervisor Saharsky. Motion Carried. 3-0

A. Zoning Administrator Fees and Job Description

Currently the fee given to the Zoning Administrator for a Building Permit is \$35. The Zoning Administrator job description will be to determine the land use for the building.

Other duties will include: determination of the culvert requirements, determination of the setback requirements, he will be checking zoning ordinances, and he will also be issuing fire numbers/house numbers and sign permits and wrecking permits. He will collect the fees for the above descriptions mentioned. These will include fees for: house numbers, culverts, sign permits, wrecking permits, land use permits, Rezoning fees and Board of Appeals fees.

Supervisor Saharsky made a motion to put in a land use fee of \$50 which would include the duty of Zoning Administrator to check out the land use of the particular building. This fee would include all land use issues and would also include culvert issues. The Zoning Administrator portion given would be \$35.00. All other current fees will remain the same. See Exhibit D for the current Zoning Administrator fee structure.

2nd by Supervisor Dequaine. Motion Carried. 3-0

B. Proposed Residential Development Fees

A \$1,500 proposed fee for PRD which was recommended by the Planning Commission. Dianne Jacobs explained there are many meetings involved, some of the members of the Planning Commission felt the \$350 was too low and they feel by raising the fee, people would come more prepared. Supervisor Saharsky made a motion to table the issue until next month. 2nd by Supervisor Dequaine. Motion Carried. 3-0

C. Reprinting of the Zoning Ordinance Books

Dianne Jacobs will check to see if the Town's Ordinances were ever put on a computer disc. Motion made by Supervisor Saharsky made a motion to table until next month. David Vissers would be willing to put in on a disc.

D. Changes to Zoning Ordinances

Supervisor Saharsky made a motion to accept the changes to the zoning ordinance from page 116 E 1, page 112 B 4, page 117 G 2. 2nd by Supervisor Dequaine. Motion Carried. 3-0

6. Culvert issue for 4335 Ted's Lane

Gary Jonet explained when he was doing the inspection that there are no culverts at this location and a 2nd driveway was put in without a culvert. Also, the ditch was filled. Chairman Dechamps made a motion to write a letter to the owner of 4335 Ted's Lane, Anthony Sinclair, and explain that an 18 inch culvert is required at each driveway. 2nd by Supervisor Dequaine. Motion Carried. 3-0

7. Smart Growth Committee Members to be approved by the Town Board

Five Members are needed – Chairman Dechamps has a list of names to submit to the Board, volunteer positions, approx. 1 meeting per month, meetings will run from approx 7 – 9 pm. Names are as follows: Bob Boncher, Cindy Wojtczak, John Metzler, Larry Dufek, Louis Gomand. Supervisor Saharsky doesn't feel they represent the whole town. He feels there should be one or two other members from the Northern part of the town. Discussion held regarding what areas of the Town still need to be developed. Supervisor Saharsky had a name of someone who was interested, Dennis Bryan. The Board will add Dennis Bryan to the list and check to see if he is still interested. Supervisor Dequaine made a motion to accept the above six names to be on the Smart Growth Committee as volunteers. 2nd by Supervisor Saharsky. Motion Carried. 3-0

Participation Plan was read by Supervisor Saharsky.

www.co.brown.wi.us/planning/smartgrowth.html.

Supervisor Saharsky made a motion that the Town Board adopt the Public Participation

Process for the Town of Green Bay Comprehensive Plan. 2nd by Supervisor Dequaine. Motion Carried. 3-0 See Exhibit A.

The first Smart Growth Committee meeting will be November 11, 2004.

9. Committee Reports

a. Technology Committee – have not met

b. Public Works Committee – have not met Chairman Dechamps explained the County will be patching and laying some blacktop on Mercier Rd. south of Gauthier Rd.

c. Public Safety Committee – Supervisor Saharsky attended the Brown County Budget he fought to get another traffic officer, there will be a traffic officer added in 2005.

d. Inspection Committee – The first of December is the date the Building Inspector will start.

10. Any Other Legal Business

a. Comprehensive Plan for 2nd Fire Station

Should be listed as a satellite station not a 2nd station. Supervisor Saharsky explained the 6 mile fire rating, this is 6 miles of passable roads, he explained 65 percent of the assessed value of property is outside of the 6 mile range of the fire station, the Town of Scott has 60 percent out of the 6 mile range.

The section that is not in the 6 mile range between both the Town of Scott and the Town of Green Bay makes up 40 percent. According to the insurance companies, if a satellite station were put up, that would take care of being out of the 6 mile range.

Supervisor Saharsky presented the Board with a proposed Resolution See Exhibit B Supervisor Saharsky feels there may be some liability for the Town regarding this issue. Supervisor Saharsky made a motion for the Town to sign the Resolution. 2nd by Supervisor Dequaine. Motion Carried. 3-0

b. Brown County Treasurer Tax Collection

Doris Jadin questioned why the Board would want the County Treasurer to collect the taxes. Supervisor Saharsky explained it would save the town some money in the end. He said Brown County would not charge the Town. Supervisor Saharsky read an agreement from the Brown County Treasurer's Office See Exhibit C

Doris Jadin explained either you are going to pay for the tax collection service through the Town tax or through the County tax. She explained the town would pay for it some way. The Treasurer stressed how by handling it through the Town level, there is a personal service which would not be given at the County level. She explained how residents of the town appreciate this personal service.

Supervisor Saharsky made a motion that the Town tries the County service for one year. Chairman Dechamps called for a 2nd three times. No Motion on the Floor.

c. Street Lights

Supervisor Saharsky suggested a street light be put on the corner of Oak Leaf Dr. and Hwy 57, and the two in the front of the Town Hall should remain up. Supervisor Dequaine made a motion that a street light be replaced on the corner of Oak Leaf Dr. and Hwy 57 and replace the two in front of the Town Hall. 2nd by Chairman Dechamps. Motion Carried. 3-0

Supervisor Saharsky talked to Roger Kolb regarding the gravel on Cty Highway K needs to be replaced.

11. Treasurer and Clerk's Report

Treasurer Doris Jadin read the report for the month of October. Clerk reported her records matched the Treasurer's records for the month of September. Supervisor Dequaine made a motion to accept the Treasurer and Clerk's report. 2nd by Supervisor Saharsky. Motion Carried. 3-0

12. Pay Bills – Motion made to pay bills by Supervisor Saharsky. 2nd by Supervisor Dequaine. Motion Carried. 3-0
Paid Bills # 10855 - 10885

13. Adjourn

Motion to adjourn made by Supervisor Dequaine. 2nd by Supervisor Saharsky. Motion Carried. 3-0 Adjourned at 9:30 pm

Submitted By: Debbie Mercier, Clerk
Town of Green Bay

Please Note the next Meeting of the Town Board of the Town of Green Bay will be held on Thursday, December 9, 2004.