

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

Tuesday, September 9, 2025

Time: 7:00 pm to 8:55 pm

Location: Town Hall

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

7 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. Opened the meeting by citing the Pledge of Allegiance.

2. Review and take action on August meeting minutes

Sup Bosman made a motion to accept August 12, 2025 minutes as presented. Second by Sup DeBroux. 3 Aye 0 Nay Motion Carried

3. Review Planning Commission minutes

Motion made by Sup DeBroux to accept the planning commission minutes for August 19, 2025. Second by Sup Bosman. 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

Jason Miller gave his report, he stated he had gotten a culvert permit, a permit to demolish a garage, and Dairyland Farms is adding on to one of their buildings, he also stated he met with representatives of the Divine Mercy Association, across the road to determine what the use would be long-term. He said they were going to blacktop and put new siding on the building; he discussed the overlay requirements, they were going to improve, they now may paint and leave the lot gravel, they might fill in some potholes and leave it the way it is. Jason stated, in the Champion overlay district, they are allowed to paint the front, they may put vinyl siding on the sides, they stated the plan was to have 6-7 rooms for members to stay when they come to see the Shrine. They submitted their sign permit, they were going to file for a hotel, but the application was listed as a religious retreat. It's a gathering hall inside with lodging on the backside. Jason will reach out to them, they may have to do a re-zoning hearing. He stated, the fire department gave them occupancy. Building Inspector, Brett Guilette was present, he explained, it is currently utilized as a gathering place. Brett stated they have permits, they have everything they need at this time from him. They do need to post an occupant load. Discussion held regarding the hallway and a fire door needed for that hallway. Motion by Sup DeBroux to accept the Zoning Administrator Report and the Building Inspector Report for August 2025. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried.

5a. Discuss use of Dropbox for Zoning Administrator and Building Inspector

Discussion held regarding the use of the dropbox. It was decided we will utilize the drop box for Zoning Administrator and Building Inspector purposes, the Clerk will get some keys made and we will have to label the box. Brett would like 2 file cabinets to utilize for his files.,

6. Appoint Election Inspectors for 2026-2027 Elections

Clerk gave the names of the election inspectors for the upcoming 2-year term: Joan Dequaine, Nancy Zellner, Dan Gregorich, Heidi Gregorich, Jerry Shefhick, Dawn Goodman, sub Jean Paye, Lori Romuald, Mary Abts, Cary Dequaine. Motion made by Sup DeBroux to approve the election inspectors on this list. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried.

6 a. Update on DS300 tabulators

Clerk read letter from Brown County Clerk, Pat Moynihan regarding the DS200's being replaced by DS300's, this will be done by next year's election cycle.

7. Intergovernmental Cooperative Agreement / Wisconsin Recycling Consolidation Grant

Clerk provided letter from Brown County Business Development Manager of the Port and Resource Recovery Department regarding the intergovernmental cooperative agreement. Motion made by Sup DeBroux that we enter into the agreement. (2026 RU Intergovernmental Cooperative Agreement to Satisfy Eligibility for the Wisconsin Recycling Consolidation Grant for Calendar Year 2026) Second by Sup Bosman 3 Aye 0 Nay Motion Carried.

8. Update to Recycling Ordinance

Wisconsin Department of Natural Resources has revised the Responsible Unit Recycling Ordinance, the Town of Green Bay will have to adopt. Discussion held. The Clerk will review the ordinance and make sure the town's current ordinance complies with the updated ordinance. Dawn Goodman will review

9. WISLR Local Road Certification

Chairman Dequaine signed updated map. Clerk to mail, road work updates to Delmore Consulting.

10. Old Business

10a. Seidl Rd speed limit update

Chairman Dequaine stated, there will be 4 signs instead of 2 – he said there is a state statue when you change speed limits, you have to have signs at all roads. Brown County will be decreasing the speed limit to 45 mph. Cary will contact the Chairman of the Town of Humboldt, he has already spoken with the Chairman of the Town of Luxemburg.

11. Constable Report

Constable, Jeff stated he received one call from Brown County requesting a stray dog be picked up in Dyckesville, he posted it, held it for a while and brought it to Humane Society.

12. Correspondence Received

Chairman Dequaine received a notice that they will be doing some logging by Tom Vandenhouten's property on County P. Sup DeBroux said the mowing people are in town, he stated it was the perfect season for growing weeds. Sup Bosman stated he did get some complaints in his area regarding the willows, big branches. He stated he contacted someone to take care of Bader Rd, Big Country Tree Service will be grinding on County Line Rd near Bader and will do some hand trimming. Sup Bosman suggested, possibly the ditch cutter could identify things in the future he doesn't want to cut, maybe he has the equipment and could bid on it. Chairman Dequaine stated the town and cemetery lawn mowing will go out for bids after the 1st of the year. Clerk stated the land line is not being utilized any longer at the town hall. Discussion held. Clerk to cancel the land line with Brightspeed. Clerk also received the Brown County Natural Hazards Preparedness and Mitigation Survey, the Board to complete and return to Devin with Brown County Planning.

13. Any other Business Authorized by Law

A. Open floor for public comment

Motion made by Sup Bosman to open the floor. Second by Sup DeBroux. 3 Aye 0 Nay Motion Carried. Dawn Goodman mentioned on behalf of Tammy and her, they have had their internet knocked out, they were told October 8th is the soonest they could get there. She is requesting possibly to talk to the local farmers. Discussion held regarding internet service in the area. Brightspeed, Bertram and Starlink were mentioned. Motion to close the floor made by Sup DeBroux. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried.

14. Clerk and Treasurer Reports

Treasurer read report month ending July, 2025. Total combined balance on hand is \$705,119.28, Expenses for the month of July totaled \$40,958.27 and Income for the month of July was \$54,330.30. Motion made by Sup DeBroux to approve 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 the vouchers and pay the bills. Second by Sup Bosman. 3 Aye 0 Nay Motion Carried. Check numbers paid 16947 to 16968.

16. Next Meeting Dates/Adjourn –

Next meeting is October 14th, 2025. Budget prep meeting will be Monday October 20th at 7 pm. The Public Budget hearing will be before the regular meeting in November. Supervisor DeBroux made a motion to adjourn with a second by Chairman Dequaine. Meeting adjourned at 8:55 pm.

Submitted by: Debbie Mercier, Clerk