

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
E-Mail: BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
APRIL 24 – 28, 2017**

MONDAY, APRIL 24, 2017

*3:30 pm	Housing Authority	Room 604, City Hall 100 N. Jefferson Street
*5:00 pm	Land Conservation Subcommittee	Public Works Department 2198 Glendale Avenue
*5:15 pm	Planning, Development & Transportation Committee	Public Works Department 2198 Glendale Avenue

TUESDAY, APRIL 25, 2017

*5:30 pm	Library Board – <i>Special Meeting</i>	Central Library 515 Pine Street
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WEDNESDAY, APRIL 26, 2017

*9:00 am	Benefits Advisory Committee	Room 200, Northern Building 305 E. Walnut Street
*3:30 pm	Professional Football Stadium District	Parish Board Room, Lower Level Schneider Education Center Green Bay Botanical Gardens 2600 Larsen Road
*5:30 pm	Human Services Committee	Room 200, Northern Building 305 E. Walnut Street

THURSDAY, APRIL 27, 2017

*8:30 am	Aging & Disability Resource Center Board of Directors	Aging & Disability Resource Center 300 S. Adams Street
*5:30 pm	Education and Recreation Committee	Neville Public Museum 210 Museum Place

FRIDAY, APRIL 28, 2017

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, April 24, 2017, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Ann Hartman – Chair, Sup. Andy Nicholson – Vice-Chair, Tom Deidrick, Corday Goddard, and Andy Williams

APPROVAL OF MINUTES:

1. Approval of the minutes from the February 20, 2017, meeting of the Brown County Housing Authority.

COMMUNICATIONS:

REPORTS:

2. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - G. VASH Reports (new VASH and active VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations
 - I. Quarterly Langan Denials report
 - J. Quarterly Active Cases Breakdown
 - K. Quarterly End of Participation
 - L. Quarterly Customer Service Satisfaction

OLD BUSINESS:

NEW BUSINESS:

3. Consideration with possible action on approval of updated Utility Allowances for the Housing Choice Voucher Program.
4. Consideration with possible action regarding possible partnership with Brown County Department of Health and Human Services.
5. Consideration with possible action regarding the composition of the Brown County Housing Authority Board of Commissioners.

BILLS AND FINANCIAL REPORT:

6. Consideration with possible action on acceptance of BCHA bills.
7. Consideration with possible action on acceptance of the BCHA financial report.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

8. Review section of Lead the Way training.
9. Presentation of State of Homelessness in Brown County.
10. Date of next meeting: May 15, 2017.

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LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr, Tom Sieber
Citizen Rep: Vacant

LAND CONSERVATION SUBCOMMITTEE
Monday, April 24, 2017
5:00 PM
Annual Town Advisory Meeting to Follow PD&T
Brown County Public Works Department
2198 Glendale Avenue – Howard, WI

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

**** NOTE TIME AND LOCATION ****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of March 27, 2017.
- IV. Discussion of May meeting.

Comments from the Public

1. Departmental Openings Summary.
2. Budget Status Financial Report for March 2017 - Unaudited.
3. Directors Report:
 - a. Multi Discharge Variance (MDV).
 - b. Conservation Reserve Enhancement Program (CREP).

Other

4. Such Other Matters as Authorized by Law.
5. Adjourn.

Norb Dantine, Jr., Chair

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair
Dave Kaster, Vice Chair
Dave Landwehr, Norbert Dantinne, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, April 24, 2017

Approx. 5:15 PM (Or to follow Land Con)
Annual Town Advisory Meeting to Follow PD&T
Brown County Public Works Department
2198 Glendale Avenue – Howard, WI

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ANY ITEMS LISTED ON THE AGENDA

****NOTE TIME AND LOCATION****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of March 27, 2017.
- IV. Discussion of May meeting.

Comments from the Public

1. Review Minutes of:
 - a. Planning Commission Board of Directors (February 1, 2017).
 - b. Planning Commission Board of Directors Transportation Subcommittee (Sept. 19, 2016).
 - c. Revolving Loan Fund Committee (March 14, 2017).
 - d. Solid Waste Board (February 20, 2017).
 - e. Transportation Coordinating Committee (December 5, 2016).

PUBLIC HEARING (5:15 p.m.): Regarding the Brown County Farmland Preservation Plan 2017-2027.

Airport

2. An Ordinance to Amend Section 25.09 of Chapter 25 of the Brown County Code of Ordinances Entitled "Conveyors of Public Transportation".
3. Airport Budget Status Financial Report for March 2017 – Unaudited.
4. Departmental Opening Summary.
5. Director's Report.

Register of Deeds

6. Register of Deeds Budget Status Financial Report for March 2017 – Unaudited.
7. Register of Deeds Annual Report.

Planning and Land Services

Land Information – No agenda items.

Planning Commission

8. Resolution Adopting the Brown County Farmland Preservation Plan 2017-2027.
9. Update regarding development of the Brown County Farm Property – standing item.
10. Planning Budget Status Financial Report for March 2017 – Unaudited.

Property Listing

11. Property Listing Budget Status Financial Report for March 2017 – Unaudited.

Zoning

12. Zoning Budget Status Financial Reports for March 2017 – Unaudited.

UW-Extension

13. UW-Extension Budget Status Financial Report for March 2017 - Unaudited.
14. Budget Adjustment Request (17-27): Any increase in expenses with an offsetting increase in revenue.
15. Budget Adjustment Request (17-30): Any increase in expenses with an offsetting increase in revenue.
16. Budget Adjustment Request (17-31): Any allocation from a department's fund balance.
17. Budget Adjustment Request (17-33): Any increase in expenses with an offsetting increase in revenue.
18. Resolution re: 2016 Balanced Budget Adjustment – UW Extension portion.
19. Director's Report

Port & Resource Recovery

20. Port Budget Status Financial Report for March 2017 – Unaudited.
21. Resource Recovery Budget Status Financial Report for March 2017 – Unaudited.
22. Director's Report.

Public Works

23. Initial Resolutions Authorizing the Issuance of Not to Exceed \$9,525,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in One or More Series at One or More Times.
24. Summary of Operations.
25. Director's Report.
26. 2016 Annual Financial Report.

Other

27. Acknowledging the bills.
28. Such other matters as authorized by law.
29. Adjourn.

Bernie Erickson, Chair

Attachments

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BROWN COUNTY LIBRARY
515 PINE STREET GREEN BAY, WI 54301-5194

PHONE (920) 448-5810
FAX (920) 448-4364

BRIAN M. SIMONS
EXECUTIVE DIRECTOR

Simons_BM@co.brown.wi.us
www.browncountylibrary.org

"A catalyst for community advancement."

SPECIAL MEETING OF THE
BROWN COUNTY LIBRARY BOARD

Central Library
515 Pine Street, downtown Green Bay, WI
Tuesday, April 25, 2017
5:30 p.m.
AGENDA

1. Call to Order
2. Approve Agenda

CLOSED SESSION

3. Open Session: Discussion and possible motion to convene in closed session
4. Closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – staff compensation and performance evaluation of director
5. Reconvene in Open Session: Approve any action that may have been recommended in Closed Session
6. Such Other Matters as are Authorized by Law
7. Adjournment

Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.

A handwritten signature in black ink, appearing to read 'Marissa Meli'.

Marissa Meli
Library Board President

PUBLIC NOTICE

BROWN COUNTY BENEFITS ADVISORY COMMITTEE MEETING

WEDNESDAY, APRIL 26, 2017 9:00AM

ROOM 200 NORTHERN BLDG

305 EAST WALNUT STREET

Agenda:

1. Call to order
2. Approval/Modification – Meeting Agenda
3. Approval/Modification – Meeting Minutes
4. Election of Chair
5. New Members
6. Announcements/Communications
7. Review medical trend data to date
8. Discussion on wellness/budget/programs
9. Review preliminary survey results
10. Discussion on possible plan design changes-Projected shortfall for 2018
11. Adjourn

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

WEDNESDAY, APRIL 26, 2017

3:30 P.M.

**GREEN BAY BOTANICAL GARDEN, 2600 LARSEN ROAD
PARISH BOARD ROOM, LOWER LEVEL OF THE SCHNEIDER EDUCATION CENTER
PARK IN THE GENERAL LOT**

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes –March 13, 2017
6. Grant Funding Requests:
 - A. City of Green Bay – Shipyard
 - B. Brown County Veterans Memorial Arena/Shopko Hall Redevelopment (Please bring your AECOM reports to meeting)
7. At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit; negotiation strategy regarding possible support of the above projects/events through the District Special Events and Economic Development Fund.
8. Return to Open Session
9. Consideration of Action, If Any, Regarding Closed Session Discussion
10. Special Events & Economic Development Fund Update and/or Action:
 - A. Detail of Special Events and Economic Development Fund
 - B. Grant Update:
 - Grand Garden Construction Update by Susan Garot and Possible Viewing
 - C. Post Event Reports – WIAA Girls Basketball and WAMO Pool
11. Communications:
 - A. January 11, 2017 *Milwaukee Journal Sentinel* Article RE: Green Bay Fishery
 - B. *Wisconsin State Journal* Article RE: Breese Stevens Field Market
 - C. Late Communications (if any)
12. February and March 2017 Financial Reports
13. Director's Report
14. Other Matters Authorized by Law
15. Motion to Adjourn

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

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HUMAN SERVICES COMMITTEE

Erik Hoyer, Chair
Richard Schadewald, Vice Chair
Joan Brusky, Thomas De Wane, Aaron Linssen

HUMAN SERVICES COMMITTEE

Wednesday, April 26, 2017

5:30 p.m.

**Room 200, Northern Building
305 E. Walnut St., Green Bay**

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA

Please Note Location

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of March 29, 2017.

Comments from the Public

Report from Human Services Chair, Erik Hoyer

1. Review Minutes of:
 - a. Aging & Disability Resource Center (February 23, 2017).
 - b. Children with Disabilities Education Board (February 27 and March 23, 2017).
 - c. Human Services Board (February 9, 2017).
 - d. Mental Health Treatment Committee (March 15, 2017).
 - e. Veterans' Recognition Subcommittee (March 21, 2017).

Communications

2. Communication from Supervisor Schadewald re: I request a review of contracted service contacts in the Human Services and Health Department Division be done by the Human Services Committee. *Referred from April County Board.*

Wind Turbine Update

3. Receive new information – Standing Item.

Human Services Department

4. Resolution re: 2016 Balance Budget Adjustment.
5. Executive Director's Report.
6. Financial Report for Community Treatment Center and Community Programs.
7. Statistical Reports.
 - a. CTC Staff – Double Shifts Worked.
 - b. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - c. Child Protection - Child Abuse/Neglect Report.

d. Monthly Contract Update.

8. Request for New Non-Continuous and Contract Providers and New Provider Contract.

Aging & Disability Resource Center – No agenda items.

Health Department – No agenda items

Syble Hopp – No agenda items

Veterans Services – No agenda items

Other

9. Audit of bills.

10. Such other Matters as Authorized by Law.

11. Adjourn.

Erik Hoyer, Chair

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**AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
BOARD OF DIRECTOR'S MEETING**

Thursday, April 27, 2017

Board Meeting 8:30 a.m.

ADRC 300 S. Adams St. Green Bay, WI 54301

AGENDA

Time	Agenda Item	Handout	Action Required
8:30	1. Pledge of Allegiance		
8:32	2. Introductions		
8:35	3. Adoption of Agenda	Yes	Yes
8:37	4. Approval of the minutes of regular meeting of March 23, 2017	Yes	Yes
8:40	5. Comments from the public <ul style="list-style-type: none"> • Must be limited to items not on the agenda • State name and address for the record • Comments will be limited to five minutes • The Board's role is to listen and not discuss comments or take action on those comments at this meeting 		
8:42	6. Finance Report <ul style="list-style-type: none"> a. Review and approval of March 2017 Finance Report b. Review and approval of Restricted Donations 	Yes Yes	Yes Yes
9:00	7. Directors Report <ul style="list-style-type: none"> a. 211/Crisis Center/ADRC Collaborative Report b. Grounded Café Overview-Power Point c. ADRC Proclamation and Older American's Month May 2017 d. Policy Approval: ADRC Personnel Records Management e. Feedback; Dementia Friendly Resolution and Public hearings 	Yes Yes Yes	Yes
9:45	8. Staff Report: Laurie Ropson – Outreach/Quality Assurance: Annual Report	Yes	
10:20	9. Legislative Updates		
10:22	10. Announcements: Annual HIPAA, Confidentiality, Deadline May 15th	Yes	
10:25	11. Next Meeting – May 25, 2017		
10:30	12. Adjourn		Yes

Larry Epstein, Chairperson
Aging & Disability Resource Center of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

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EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Staush Gruszynski, Vice Chair
Corrie Campbell, Kathy Lefebvre, Paul Ballard

EDUCATION & RECREATION COMMITTEE

Thursday, April 27, 2017

5:30 p.m.

**Neville Public Museum
210 Museum Place, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEMS LISTED ON THE AGENDA**

PLEASE NOTE LOCATION

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of February 23 and March 30, 2017.
- IV. Discussion regarding starting meeting at 6 p.m. vs 5:30 p.m.

Comments from the Public

1. Review Minutes of:
 - a. Library Board (February 16, 2017).
 - b. Neville Public Museum Governing Board (March 13 and April 10, 2017).

Golf Course

2. Golf Course Budget Status Financial Report for March 2017 - Unaudited.
3. Superintendent's Report.

NEW Zoo

4. NEW Zoo Budget Status Financial Report for March 2017 - Unaudited.
5. Zoo Director's Report and Zoo Monthly Activity Reports.

Park Management

6. Park Mgmt. Budget Status Financial Report for March 2017 – Unaudited.
7. March 2017 Park Attendance and Field Staff Reports.
8. Presentation and Discussion: Parks 5-year Comprehensive Outdoor Recreation Plan.
9. Resolution Adopting the Brown County Comprehensive Outdoor Recreation Plan 2017-2021.
10. Assistant Director's Report.

Library

11. Library Budget Status Financial Report for March 2017 - Unaudited.
12. February Library Report.
13. Director's Report.

Museum

14. Museum Budget Status Financial Report for March 2017 - Unaudited.
15. Resolution re: 2016 Balanced Budget Adjustment.
16. Director's Report.
17. Presentation re: Visitors Experience and Architectural Master Plan for Core Gallery.

18. **Resch Centre/Arena/Shopko Hall** – Complex Attendance for the Brown County Veterans Memorial Complex for March 2017.

Other

19. Audit of bills.
20. Such other matters as authorized by law.
21. Adjourn.

John Van Dyck, Chair

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APRIL 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5 Public Safety 11:00 am CANCELLED Admin Cmte 6:15 pm	6	7	8
9	10 Executive Cmte 5:30 pm	11	12	13	14	15
16 EASTER	17	18 Mental Health Ad Hoc 12:00 pm Veterans Recognition Subcmte 4:30 pm	19 Board of Supervisors 7:00 pm	20	21	22
23	24 Land Con 5 pm PD&T 5:15 pm @ Highway Dept - Howard <i>Note Time and Location</i>	25	26 Human Svc 5:30 pm	27 Ed & Rec 5:30 pm	28	29
30						

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center (February 23, 2017)
- Children With Disabilities Education Board (March 20 & March 23, 2017)
- Human Services Board (February 9, 2017)
- Planning Commission Transportation Subcommittee (September 19, 2016)
- Revolving Loan Fund Committee (March 14, 2017)
- Solid Waste Board (February 20, 2017)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PRESENT: Larry Epstein, Jessica Nell, Beth Relich, Pat Finder-Stone, Bev Bartlett, Linda Mamrosh, Debi Lundberg, Mary Derginer, Mary Johnson, Randy Johnson

ALSO PRESENT: Devon Christianson, Christel Giesen, Kristin Willems, Debra Bowers, Laurie Ropson, Tina Brunner, Mary Plageman, Nicolette Miller, Diana Brown

EXCUSED: Melanie Maczka

ABSENT: Corrie Campbell, Arlie Doxtater

The meeting was called to order by Chairperson Epstein at 8:30 A.M.

PLEDGE OF ALLEGIANCE

INTRODUCTIONS: All board members and staff present introduced themselves, including Mary Plageman, hired for the position of Grounded Café' Team Lead. Mary's past work experience included being a business owner of 3 Curves businesses in Ohio and Wisconsin. Ms. Plageman also worked as a barista and shift manager at Starbucks in more than one community. Diana Brown from Curative Connections also introduced herself.

ADOPTION OF THE AGENDA: Ms. Johnson/Ms. Finder-Stone moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF January 26, 2017:

Ms. Bartlett/Ms. Lundberg moved to approve the minutes of the regular meeting of January 26, 2017. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

A. REVIEW AND APPROVAL OF JANUARY 2016 FINANCE REPORT:

Ms. Bowers referred to the January 2017 Financial Highlights to demonstrate expenses and revenues for the month of January.

Ms. Finder-Stone/Ms. Relich moved to approve and place on file the January 2017 Financial Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:

There were no restricted donations received in the month of January. Ms. Bowers pointed out that the 2017 beginning balance in the restricted donations category was carried over from the ending balance of 2016's restricted donations total.

Ms. Finder-Stone/ Ms. Derginer moved to approve the Restricted Donations for January, 2017. **MOTION CARRIED.**

DIRECTOR'S REPORT:

A. GOALS AND OBJECTIVES: COMMITTEES

Ms. Christianson referred to the ADRC Committee and Taskforce handout for 2017. Ms. Christianson shared the ADRC is a team based organization where employees participate in committees in an effort to bring a diverse group of employees together to create ADRC goals

and objectives. It is very important to the ADRC that staff members have genuine input to the strategic direction of the agency. Ms. Christianson referred to the handout and highlighted the Grounded Café' Committee. This committee is currently meeting weekly and several task force groups have also been created to support this initiative, including the Financial Sustainability, Community Partners & Daily Operations Task Forces. Ms. Christianson then discussed the Loan Closet Committee. The current focus is on decisions that need to be made both by the committee and community partners to determine the future direction of the loan closet. Ms. Christianson finally discussed the Tenet Team Committee. This committee focuses on team culture and skill -building for staff when dealing with conflict. Mr. Epstein inquired if the board would be welcome to attend a committee meeting. Ms. Christianson stressed that all board members are welcome and encouraged to attend but advised to call the committee chair to be sure that the meeting time has not changed.

B. DEMENTIA CARE SPECIALIST FACT SHEET & LISTENING SESSIONS UPDATE:

Ms. Christianson stated that, as anticipated, the state 2017-2019 budget did not include the Dementia Care Specialist (DCS) positions. Ms. Christianson shared the background and history of how this pilot program was created. She stressed that the strength of this one position is the public education and coalition building. The DCS also handles very complex cases and additionally the DCS increases the expertise of ADRC staff. Ms. Christianson explained that if the position is not included in the budget, she would do her best to keep the coalition going, but without the DCS, Ms. Christianson could not take on all of the responsibility in addition to duties in her role. The Alzheimer's Association is very supportive of the DCS's roles in Wisconsin and will assist with advocacy efforts to maintain them in the state budget. The Alzheimer's Association chapter for this area covers 70 of the 72 counties in Wisconsin and they would not have the capacity to be present in each community the way that the DCS role has been. Ms. Christianson discussed the challenges of successfully advocating for this role. Currently there are only 16 DCS positions covering 26 counties in Wisconsin. . Communities that do not have this position "do not know what they don't know". Ms. Christianson referred to the position papers that are written to provide information to educate and advocate for the position. One paper is specific to Brown County and one is for the State of Wisconsin for other ADRC's to use. Ms. Christianson shared that she can educate but cannot lobby to ask legislators to include this position in the budget. The ADRC Board members can ask legislators for this role to be included in the budget. Ms. Christianson would like to have the March Brown County Human Services Board meeting at the ADRC and asked that Board members attend if they can to advocate for support for this position. Discussion ensued regarding the budget and the DCS role. Ms. Miller offered to send a link to the Alzheimer's website which includes data and statistics. Ms. Christianson agreed to put together a condensed version of the position paper provided to include the major highlights.

C. ADVOCACY TRAINING UPDATE:

Ms. Christianson provided an update to the board that Advocacy training will be held on Monday March 20th, 2017 from 9AM to Noon. Ms. Finder-Stone and Mr. Pamperin will be conducting the training for board members and GBCAT team. The training will be held at the ADRC. Ms. Finder-Stone stated that you can never know too much about advocacy. Ms. Relich inquired about recording the session. Ms. Ropson stated that she is working on technology this year to be able to record sessions like this.

STAFF REPORT: TINA BRUNNER – BENEFIT SPECIALIST DEPARTMENT

Ms. Brunner referred to the unit handout that was sent prior to the meeting and gave an overview of the Benefit Specialist team to include their overall program responsibilities, respective roles, goals and challenges. There are 9 paid staff, 7 full time employees and 2 part-time employees. The Outreach and Benefit Program position is a 16 hour per week colleague. This position recruits and hires and trains volunteers and coordinates outreach programs in Brown County. The other part-time position is a grant position through MIPPA (Medicare Improvements for Patients & Providers). This grant will be coming to an end in September 2017. This position is also an outreach position to educate the public on Medicare Savings Program and Part D services focusing on rural areas of the county. This position has also supported the Benefit Team with data entry of volunteer efforts and data entry for the benefit

specialists. Ms. Brunner is working on strategies to distribute the data entry work after September when this position reaches the end of the 3 year grant period. Ms. Brunner shared that the team also has 9 volunteer positions. These volunteers conduct Medicare workshops and also conduct separate one on one sessions to help educate people on Medicare options and other support programs that may be available. Ms. Brunner referred to the handouts that include detail and statistic of accomplishments from the group in 2016. Ms. Christianson also mentioned that creating a recorded session of Medicare workshops is a goal so that customers can refer to this training from the ADRC website. Ms. Brunner explained that the most significant challenge for the Benefit team is the stigma related to accepting assistance. Customers feel that they may be taking help that could go to someone else, or are not comfortable receiving a "hand out" etc. The team spends time educating and explaining that by accepting the program they are contributing to the community. A goal going forward is to plan more information regarding budgeting and advanced directives. Ms. Brunner also said she is working on partnering with other agencies to provide one on one budget counseling and offering this service at the ADRC. Ms. Christianson thanked Ms. Brunner for her leadership and creativity and her focus on customer service.

LEGISLATIVE UPDATES:

Ms. Finder-Stone shared that she will be traveling to both Mike Gallagher's office and Ron Johnson's office to discuss Medicare and the impact if the ACA should be repealed. Ms. Christianson added that information on the Affordable Care Act is included on page 8 of the February 2017 ADRC Magazine.

Ms. Nell will be speaking about the impact of potential Medicaid Block Grants on Advocacy day.

ANNOUNCEMENTS:

Mr. Johnson shared that Mr. Siusarek spoke at a men's group in Ashwaubenon. Mr. Johnson explained that most men in the group were not aware of the ADRC. Mr. Johnson recommended asking someone from the ADRC to speak to groups that board members are involved with to help educate the public on the ADRC.

Mr. Johnson also shared that he had an opportunity to have a meal that was packaged for delivery to a home and was amazed at how appetizing it was after plating the meal. He suggested showing pictures of the meal after it is taken from the packaging. Ms. Christianson also shared that there is a space at the bottom of nutrition statements asking participants for feedback.. Ms. Groeschel just shared with her the positive comments that she has been getting about the meals and program.

Ms. Christianson referred to a "Thank you" note sent from the Office of the Blind for the \$2000.00 grant that the ADRC provides to them for adaptive equipment purchases.

Ms. Christianson also explained that the ADRC and Crisis Center received a "Shining Star" award from the United Way for their collaboration on the 211 Database.

Mr. Epstein shared feedback that he has received that the ADRC of Brown County is so beautiful and clean. Ms. Nell also shared a similar story and comments from the Executive Director of Disability Right's Wisconsin.

NEXT MEETING: The next meeting will be March 23, 2017 at the ADRC at 8:30 AM. If anyone has any transportation needs please contact Ms. Willems.

ADJOURN: Ms. Derginer/Ms. Johnson moved to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 10:15 A.M.

Respectfully submitted,

Kristin Willems, Administrative Specialist

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Monday, March 20, 2017

Board Members Present: B. Clancy, J. Mitchell, L. Franke, R. Osgood

Board Members Excused: S. King

Others Present: D. Zadnik, A. Nizzia, C. Maricque, J. Driessen

Call to Order – The meeting was called to order by Vice Chair B. Clancy at 3:35 PM

1. Action Item: Approval of February 27, 2017 Board Minutes

Motion made by R. OSGOOD, seconded by L. FRANKE, that the minutes from the February 27, 2017 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.

2. Action Item: Approval of Agenda

Motion made by R. OSGOOD, seconded by L. FRANKE, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.

3. Action Item: Donations

Clarification was provided that the Kress Foundation donation of \$62,500 was included in the Sensory Courtyard pledges mentioned at the February meeting.

Motion made by L. FRANKE, seconded by R. OSGOOD, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.

4. Action Item: Payment of Bills

Motion made by L. FRANKE, seconded by R. OSGOOD, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.

5. Action Item: Financial Report

The areas that were identified as being over budget in prior months continue to be over which include the costs incurred for the migration project, the Dectron Unit repair, and escrow retiree payments. In addition, the cost for substitutes is expected to exceed budget due to staff member leaves.

Motion made by R. OSGOOD, seconded by L. FRANKE, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.

6. Action Item: Policy 3.09 – Sick Leave

A board member expressed concern that employees would not receive the total amount of their balance if they turned 65. He felt that they have a balance, since they did not use their sick days as employees. It was noted that the employees earned the right to insurance coverage until they were 65 if they had a balance and that they did not earn a payout of the funds.

The language would not be decreasing a benefit and it would be consistent with how the remaining sick leave balances were used to purchase insurance until an employee reached 65. The benefit was intended to help retirees with insurance until medicare was available.

Paragraph c. will be updated to refer to the school not the system.

Motion made by R. OSGOOD, seconded by L. FRANKE, that the changes in Policy 3.09 – Sick Leave, First Reading, be approved with the update to reference school. MOTION CARRIED UNANIMOUSLY.

7. Action Item: Cleaning Services

Only one bid was received and the bidder did not break down service costs as requested, so the process will be re-evaluated in an effort to get additional bids at an affordable cost. The cleaning request required the bathrooms to be cleaned daily and the classrooms twice a week.

Motion made by J. MITCHELL, seconded by R. OSGOOD, that the proposed bid for cleaning service be tabled.

8. Action Item: Staff

Holly Peters turned in her resignation. Holly was granted extended leave for the 2016-17 school year, but decided not to return for the 2017-18 school year due to her commitments. A. Nizzia mentioned that Holly would still like to return to Syble Hopp when she is able.

Motion made by R. OSGOOD, seconded by J. MITCHELL, that the resignation of Holly Peters, teacher, at the conclusion of the 2016-17 school year be accepted.

9. Action Item: Excess Courtyard Funds

Motion made by R. OSGOOD, seconded by L. FRANKE, that the above item be tabled until the April 17, 2017 Board Meeting.

10. Discussion Item: Administrators' Report

D. Zadnik met with the County Executive to discuss the BCCDEB's needs for the 2017-18 school year, since the budget is currently being developed. The budget is expected to require additional funding due to the need an additional therapist, cleaning services, and student information system.

J. Driessen informed the board that the DLM (Dynamic Learning Maps) testing started for grades 3-11. The test is a progressive test that provides additional questions until a student is no longer to answer the questions accurately. The students are allowed testing modifications that are in line with their IEPs.

A. Nizzia mentioned that the basketball game with the Northeast WI Christian Homeschool Athletics Association took place in March. Students worked a concession stand which allowed them to work on the money and service skills. We will be looking for additional opportunities for a concession stand due to the learning opportunity for students. Conferences were held in March. Channel 2 news was at school because one of the classrooms raised funds for the Keshena Animal Help and Rescue, Inc. by baking and selling dog treats.

R. Osgood received and placed the Administrator's report on file.

11. Discussion Item: Parent Organization Report

A. Nizzia reported that nuts are still available for sale. Prom will be held in April.

R. OSGOOD received and placed the Parent Organization's report on file.

12. Executive Session: The Board will move to executive session as allowed by Wisconsin stats 19.85 (1)(f) to discuss donor request and personal history.

Motion made by J. MITCHELL, seconded by L. FRANKE, to move to Executive Session. MOTION CARRIED UNANIMOUSLY.

Returned to open session at 4:50.

13. Action Item: Adjournment

Motion made by J. MITCHELL, seconded by L. FRANKE, to adjourn at 4:51 PM. MOTION CARRIED UNANIMOUSLY.

PROCEEDINGS OF CHILDREN WITH DISABILITIES EDUCATION BOARD:

A special meeting was held on Thursday, March 23, 2017

Present: B. Clancy, J. Mitchell, R. Osgood, L. Franke

Excused: S. King

Also Present: D. Zadnik, C. Maricque, A. Nizzia, J. Driessen, Keith Fuchs, Ben Villarruel

1. **Call to Order: B. Clancy called the meeting to order at 3:30 pm.**
2. **Executive Session: The Board will move to executive session as allowed by Wisconsin Statue 19.85 (1) (c) – considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to discuss the Administrator search.**

Motion made by J. Mitchell, seconded by R. Osgood, to move to Executive Session. MOTION CARRIED UNANIMOUSLY.

Returned to open session at 5:59 PM.

3. **Action Item: Adjournment**

Motion made by J. MITCHELL, seconded by R. Osgood, to adjourn at 6:00 PM. MOTION CARRIED UNANIMOUSLY.

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, February 9, 2017 in Board Room A of the Sophie Beaumont Building-Human Services– 111 N. Jefferson Street Green Bay, WI

Present: Chairman Tom Lund, arrived at 5:23 PM
Carole Andrews, Jesse Brunette, Susan Hyland, Paula Laundrie, Bill Clancy, JoAnn Gräschberger

Excused: Craig Huxford, Aaron Linssen

Also

Present: Erik Pritzl, Executive Director
Nancy Fennema, Deputy Director
Luke Schubert, Hospital & Nursing Home Administrator
Eric Johnson, Finance Manager
Roberta Gasper, Director of Nursing Home
Dawn Harris, Director of Nursing
John Mink, RN to BSN Program, Bellin College of Nursing Student

1. Call Meeting to Order:

The meeting was called to order by Paula Laundrie at 5:17 pm.

2. Approve/Modify Agenda:

ANDREWS / GRASCHBERGER moved to modify the agenda and take item 5 before item 4.

The motion was passed unanimously.

Introductions were done by the group.

3. Approve Minutes of December 8, 2016 Human Services Board Meeting:

GRASCHBERGER / HYLAND moved to approve the minutes dated December 8, 2016. The motion was passed unanimously.

4. Presentation re: Hospital & CBRF Nursing Services:

Roberta Gasper, Director of Bay Shore Village Nursing Home gave a Power Point presentation (attached) to the board highlighting staffing, the Final Rule of 2016, and the 3 phases they are working on to complete by the end of 2018. Bill Clancy asked if clients have more rights now. Gasper stated that prior to OBRA (Omnibus Budget Reconciliation Act) of 1987, they didn't have rights. She gave examples of residents in long term care being tied to their beds in the past. When OBRA started they don't have the restraint use they had 20-25 years ago. Erik Johnson asked what significant changes were done in 2016. Luke Schubert indicated that in Phase One there were administrative changes with language. He has not seen big changes in the way they operate.

Dawn Harris, Director of Nursing at Nicolet Psychiatric Center and Bay Haven CBRF gave a Power Point presentation (also attached) to the board highlighting requirements for admission and services provided to the community. Harris reviewed statistics for Nicolet Psychiatric Center and these statistics show clients are sicker and staying longer. Harris reviewed statistics for Bay Haven and highlighted the average length of stay has increased by 2 days since 2015. Laundrie asked what the difference was between Bay Haven and Diversion. Nancy Fennema indicated location. Diversion clients are closer to the community and have other resources available to them. Bay Haven clients are at a greater distance from the community and depending on the client that can feel safer for them. Fennema also indicated Bay Haven is attached to the CTC and hospital so there is greater access to medical psychiatric care and oversight. They both service the same type of population but one setting can be better for someone based on their needs. Schubert stated we are licensed the same but a different structure with staffing. At the CTC there is direct access to a psychiatrist, social worker or AODA counselor.

LAUNDRIE / HYLAND moved to receive and place on file.
Motion was carried unanimously.

5. Executive Director's Report:

Executive Director Pritzl highlighted from his report updates on Health and Human Services merger including reviewing organizational structure, overall staffing and common operating policies. Pritzl highlighted the department reached a point where zero people were on the waiting list for psychiatric services. In the Children, Youth and Families area he highlighted receiving an award in the amount of \$162,000 for In Home Safety Services. Pritzl states the application to support Trauma Informed Parenting has been approved. With this award, training and support can be offered to direct service providers, plus foster parents, biological parents and adoptive parents. The Juvenile Justice area applied for and received \$47,000 for each of the next two years to implement a uniform assessment for kids.

GRASCHBERGER / BRUNETTE moved to receive and place on file.
Motion was carried unanimously.

6. CTC Administrator Report including NPC Monthly Report:

Luke Schubert highlighted from his report the CTC is moving forward with a new nurse call light system. The old system was struck by lightning and a replacement system will be installed which will be tied to cell phone wireless technology.

ANDREWS / LAUNDRIE moved to receive and place on file.
Motion was carried unanimously.

7. Financial Report for Community Treatment Center and Community Programs:

Finance Manager Eric Johnson introduced a new format which he will submit once a quarter that gives more details and breaks down results by division. Johnson stated they are in the process of finalizing year end results and at the bottom of the reports are 2016 projections which will affect year end accounting. Refer to the reports attached to agenda for specific numbers and results by division.

LAUNDRIE / HYLAND moved to receive and place on file.
Motion was carried unanimously.

- 8. Statistical Reports:**
a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
b. Child Protection – Child Abuse/Neglect Report.
c. Monthly Contract Update.

ANDREWS / BRUNETTE moved to take items 8a, b, c and item 9 together and receive and place on file.

Motion was carried unanimously.

- 9 Request for New Non-Continuous Provider & New Provider Contract.**

- 10. Other Matters:**

Clancy asked for a status report on the mobile crisis unit. Pritzl stated the mobile crisis unit is in operation. The area of concern is utilization. Services are available but question whether they are getting called out appropriately and in a timely manner. People are still ending up at hospitals and other places. Crisis has talked to larger jurisdictions and they are in the process of getting an agreement drafted with hospitals to allow access in a timely manner. Clancy asked if they were on call 24-7. Fennema indicated they were. Pritzl stated there was a 30 minute benchmark set to respond. Education to law enforcement is needed as well as willingness on their part to call the mobile crisis unit early in the police call. Schubert shared the Green Bay Police Department is bringing a report to all EM1 committees tracking the percentage of residents that receive medical clearance and the time that it takes. Pritzl stated the data shows a call went from 15 hours of average officer time per call to 3.7 hours. Pritzl states there is improvement.

Next Meeting: Thursday, March 9, 2017
5:15 p.m. – Community Treatment Center, Room 365

- 11. Adjourn Business Meeting:**
CLANCY / ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:15 p.m.

Respectfully Submitted,

Patti Zich

Minutes
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, September 19, 2016
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Bill Balke (Vice-Chair)	<u> x </u>	Doug Martin (Chair)	<u> x </u>
Craig Berndt	<u> x </u>	Tom Miller	<u> </u>
Dan Drewery	<u> x </u>	Rebecca Nyberg	<u> Exc </u>
Geoff Farr	<u> x </u>	Eric Rakers	<u> x </u>
Steve Grenier	<u> x </u>	Brandon Robinson	<u> Exc. </u>
Ed Kazik	<u> x </u>	Nick Uitenbroek	<u> x </u>
Patty Kiewiz*	<u> x </u>	Derek Weyer	<u> x </u>
Tom Klimek	<u> </u>	Vacant – Oneida Nation	<u> </u>

(Non-voting)

Mary Forlenza (FHWA – Madison)**	<u> x </u>
Kristofer Canto (WisDOT – Madison)	<u> x </u>
William Wheeler (FTA Region 5)	<u> </u>

Others Present: Sandy Carpenter (WisDOT), **Mitch Batuzich for Mary Forlenza, Lisa Conard, *Essie Fels for Patty Kiewiz, Steve Kubacki (Suamico), Cole Runge, and Jennifer Brost Sarnecki (WisDOT).

ORDER OF BUSINESS:

Chair D. Martin called the meeting to order at 10:00 a.m.

1. Approval of the May 16, 2016, Transportation Subcommittee meeting minutes.

A motion was made by E. Kazik, seconded by C. Berndt, to approve the May 16, 2016, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding the Draft 2017 Transportation Planning Work Program.

C. Runge provided an overview of the draft 2017 work program's significant projects.

MPO Long-Range Transportation Plan Performance Measures Implementation

In 2017, MPO staff will continue to work to achieve the performance measures' goals and objectives by promoting the implementation of the strategies identified in the Long-Range Transportation Plan. Staff will also adjust the performance measures as necessary after WisDOT develops its statewide performance measures. In addition, staff will monitor progress toward the achievement of the goals and objectives through the continued development of an annual transportation system performance measures report.

Congestion Management Process (CMP) Update

The current CMP will have been in place for four years at the end of 2017, and MPO staff intends to update the CMP in 2017 to ensure that it is consistent with the updated LRTP and revised TIP project selection process that were approved by the BCPC Board in 2015. The update will also

enable the CMP to comply with the regulations in the federal Fixing America's Surface Transportation (FAST) Act that was enacted in December of 2015.

Development of State and MPO Transportation System Performance Targets

In 2017, WisDOT will coordinate with the Green Bay MPO and the other MPOs throughout Wisconsin to establish the state's transportation system performance targets. Once WisDOT's performance targets are established (which should occur by mid-2017), the Green Bay MPO will coordinate with WisDOT and other stakeholders to begin the process of establishing the MPO's performance targets. The MPO's targets will be established by the spring of 2018.

Green Bay MPO Title VI and Non-Discrimination Program/Limited English Proficiency Plan Update

In 2017, MPO staff will update the Title VI and Non-Discrimination Program/Limited English Proficiency Plan to ensure that the plan's demographic analyses are current and that the plan is consistent with federal law.

Environmental Impact Statement (EIS) for Transportation Improvements in the Southern Portion of the Green Bay Metropolitan Area (Non-MPO Activity)

In 2017, staff will continue to work with WisDOT, FHWA, Brown County's Public Works Department, communities, and the public to develop the EIS and IAJR.

A motion was made by S. Grenier, seconded by D. Martin, to recommend approval to the BCPC Board of Directors of the Draft 2017 Transportation Planning Work Program. Motion carried.

3. Recommendation to the BCPC Board of Directors regarding the Draft 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard stated the Draft TIP was released for the required 30-day public review and comment period on August 24. As part of the public participation policy, staff notified approximately 170 individuals and/or agencies that make up the MPO's interested parties list.

In addition, staff provided an overview of the TIP and held a public hearing before the BCPC Board of Directors (MPO Policy Board) the evening of September 7.

As required by federal law, the report was also made available to environmental resource agencies for review and comment.

The public comment period is scheduled to conclude on September 23, and to date, no comments have been received.

Since this is an even-numbered year, the MPO policy board will not be assigning Surface Transportation Block Grant (STBG) funds to specific projects. However, MPO staff did solicit eligible projects, prioritized them, and included them in Table II-1 as illustrative as well as in Appendix A.

STBG Program Funding Requests
(Projects to be considered for funding during the TIP development process in Fall of 2017)

Primary	Location	Jurisdiction	Program Calendar Year	% Funded	Requested STBG Funding to Reach 80% Maximum							
Mendota Road*	Albion Av (CTH O) to Keweenaw Rd (STH 29)	Bushwa	2020	70%	\$229,701							
Vanderwerker Way (CTH H8)*	Hiking on Way to STH 32 (Ashland Ave)	BCAhn	2020	50%	\$473,338							
Rank	Primary	Location	Jurisdiction	Points	Requested Program Calendar Year (2017-2021)		Project Cost Estimate (100%)		Requested STBG Funding at 80% Maximum			
					Design	Construction	Design	Construction	Design	Percent	Construction	Percent
1	Gray Street**	Road St to Vulp Av	Green Bay	---	---	2021	---	\$2,284,723	---	---	\$1,827,778	80.0%
2	Green Bay Metro	Four 35' Buses	CDLP/Aps/Adel	15/17	---	2016	---	\$1,820,000	---	---	\$1,456,000	80.0%
3	Local Street	STH 172 to Kaleb St	Albion	53/100	2018	2021	\$2,205,500	---	\$234,000	80.0%	\$1,784,000	80.0%
4	Country Club Road	Indian Hill Dr to West Mason Frontage Rd	Green Bay	46/100	---	2021	---	\$1,871,000	---	---	\$1,497,000	80.0%
5	Riverside Drive	157 s/o Vulp Av to Side St	Suamico	44/100	---	2019	---	\$873,000	---	---	\$698,400	80.0%
6	Lawrence Drive	507 s/o Fortune Av to Schwaning Rd	De Pere	43/100	2018*	2021*	\$837,000	\$2,774,000	\$699,000	80.0%	\$2,219,200	80.0%
6	Mather Street	Local St to Gray St	Green Bay	43/100	---	2021	---	\$1,705,000	---	---	\$1,412,000	80.0%
8	Riverview Drive and Lakeview Drive	Vulp Av to 300' into the Mountain Bay Trail	Howard	40/100	---	2020	---	\$2,175,000	---	---	\$1,740,000	80.0%
9	Bay Settlement Road	Church Rd to Van Laman Rd	Scott	32/100	---	2020	---	\$2,012,500	---	---	\$1,610,000	80.0%
9	Pinewood Road	Reconstruction & wide outside lanes & sidewalks	Howard	32/100	---	2021	---	\$2,187,500	---	---	\$1,750,000	80.0%
											\$17,580,273	

* Approved but still below 80% maximum

** The Brown County Planning Commission Board of Directors (MPO Policy Board) placed the Gray Street reconstruction project at top of priority list on 9-7-2016

WisDOT staff will be hosting a local programs symposium in late March or early April of 2017. WisDOT's STBG application process and project cost estimate development guidelines will be discussed at the symposium. Members of the subcommittee will be invited to attend.

Staff is looking for a recommendation to the BCPC Board of Directors for approval of the 2017-2021 TIP.

D. Drewery requested that Mr. Steve Kubacki, Administrator of the Village of Suamico, be allowed to speak regarding the Riverside Drive project.

The floor was opened.

S. Kubacki noted that the Riverside Drive project at Vickery Village is part of a three phase development that includes the construction of a Woonerf (a living street or a street that functions as shared public space for pedestrians, bicyclists, and in some cases, for slow-moving, cautiously driven vehicles).

S. Kubacki discussed the merits of the project and thanked the subcommittee for allowing the project to be considered in the future for STBG funds.

The floor was closed.

E. Rakers asked if the statement "illustrative only" next to a project listed in the TIP indicates that federal funds have not been committed to the project at this time.

L. Conard confirmed this.

A motion was made by E. Rakers, seconded by E. Kazik, to recommend approval to the BCPC Board of Directors of the Draft 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried.

4. Presentation by WisDOT staff regarding the Draft Statewide Freight Plan.

Jennifer Brost Sarnecki, Statewide Planning Chief, WisDOT, provided an overview of the state's freight plan process and schedule via PowerPoint.

Executive Summary

- ▶ As the state's first 20-year long-range multimodal freight plan, the plan will provide a cohesive freight direction to be used and implemented by WisDOT and its stakeholder partners to achieve a safe, efficient and reliable multimodal freight transportation system.
- ▶ The freight plan will provide a comprehensive overview of Wisconsin's transportation system, including system performance, analysis of potential multimodal investment strategies, recommended performance measures, a program of projects (FAST Act) and an implementation strategy.

Anticipated Content

- ▶ The Economics of Freight
- ▶ State Transportation Assets and Conditions
- ▶ Freight Operations, Safety & Security
- ▶ Overview of Trends, Needs, and Issues
- ▶ Strengths and Challenges of WI's Freight Transportation System
- ▶ Environmental Justice Analysis
- ▶ System-plan Environment Evaluation

Public Involvement

- ▶ Three phases to public outreach
 - Phase I –
 - Needs and issues identification with stakeholders, Freight Advisory Committee and the public.
 - Include consultation with environmental agencies and Native American Indian Tribes.
 - Phase II –
 - Draft plan review – outreach to stakeholders, Freight Advisory Committee and general public.
 - Phase III –
 - Review of draft 'final' plan and final plan adoption.

Importance of Input

- ▶ Establishing policies that advance statewide direction and meet WisDOT's mission
- ▶ Fully understand the challenges faced throughout the state
- ▶ Make recommendations resulting in positive benefits and alignment with WisDOT priorities

Development Timeline

Summer/Fall 2016:	Complete draft plan policies and recommendations
Fall 2016:	Release draft plan for public comment
Fall 2016:	Hold public and meetings on draft plan
Fall/Winter 2016:	Revise draft plan
Winter 2016:	Public hearing for final draft plan
Winter 2016:	Adopt & publish Final State Freight Plan

J. Sarnecki noted that the federal Critical Urban Freight Corridors (CUFC) system will be a component of the State's Freight Plan. She also noted that the Final State Freight Plan may not be published and distributed until February or March of 2017.

Critical Urban and Rural Freight Corridors

- ▶ Full criteria provided at:
<http://ops.fhwa.dot.gov/freight/infrastructure/nfn/index.htm>
- ▶ WisDOT is currently reviewing material and best practices for the process
- ▶ MPOs will be an key partner
- ▶ Please share your ideas for gathering input

J. Sarnecki requested input from the subcommittee members:

Send us your input

Mail: Wisconsin State Freight Plan
4802 Sheboygan Avenue - Room 901
PO Box 7913
Madison, WI 53707-7913

Online: <http://wisconsinfreightplan.gov>

Email: bop.dtim@dot.wi.gov

Phone: 608-266-9476

C. Runge noted that Mr. Dean Haen, Director, Brown County Port and Solid Waste, is a member of the Statewide Freight Plan advisory committee.

C. Runge stated that he was told by WisDOT staff that WisDOT will not begin to identify Wisconsin's portion of the federal Critical Urban Freight Corridors (CUFC) system until January or February of 2017. He then asked how the state intends to incorporate its portion of the CUFC into the Statewide Freight Plan if the plan is scheduled to be finalized and distributed in February or March of 2017.

J. Sarnecki stated that this is a good question, but at this point WisDOT has not determined how this will be done.

E. Rakers noted that the Green Bay area could benefit from the establishment of an intermodal rail facility and that this has been discussed for many years by the subcommittee.

C. Runge asked if the Statewide Freight Plan is strictly a broad policy document or if it will also include specific recommendations such as the establishment of an intermodal rail facility in Green Bay.

J. Sarnecki stated that this will be determined after the Draft Statewide Freight Plan is released for review and comment at the end of September.

G. Farr noted that he would like to see the fuel pipeline that runs between Milwaukee and Northeast Wisconsin replaced to allow for more reliable and cost effective movement of fuel.

J. Sarnecki welcomed comments regarding the plan from subcommittee members prior to the expected draft plan comment deadline of November 14, 2016.

5. Discussion of the federal requirement that recipients of federal funding through the Green Bay MPO must have ADA coordinators and ADA transition plans.

C. Runge stated that MPO staff was recently informed by FHWA and WisDOT that recipients of federal transportation funds must have ADA coordinators and ADA transition plans. He also stated that he asked FHWA staff to attend the Transportation Subcommittee meeting to explain these requirements to the members.

FHWA Transportation Planner Mitch Batuzich cited the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as the cornerstones of the requirements. Communities must inventory their street networks and identify and address deficiencies.

D. Martin asked if local bike/ped plans would be sufficient if gaps in the system are identified and prioritized.

M. Batuzich stated that these plans would likely meet the requirement.

G. Farr asked who typically serves as ADA coordinator for a community.

M. Batuzich stated that a human resources department staff member often serves as a community's ADA coordinator.

M. Batuzich agreed to provide written materials about these requirements and the contents of a typical ADA transition plan to C. Runge for distribution to the subcommittee.

6. Discussion regarding the development of a pedestrian crossing education program for the metropolitan area.

E. Rakers explained that he would like all jurisdictions to partner in developing or promoting an area-wide program that educates motorists and pedestrians about pedestrian crossings. Engineering has come a long way in making intersections and roadways safer, but education and enforcement are needed as well.

D. Martin stated that the Public Safety department in Ashwaubenon hosts a few events per year.

S. Grenier stated that the City of Green Bay has created a "slow down" display (people made out of orange caution barrels and warning signs) and plans on rotating the display on highly traveled street corridors. The display is currently on West Mason Street.

B. Balke asked about the Safe Routes To School (SRTS) grants that the policy board approved recently.

C. Runge stated that the Green Bay Area Public School District was awarded funding to complete SRTS plans for K-8 schools in four geographic areas within urbanized area. These planning processes will begin in 2017.

S. Carpenter stated that the education program proposed today may be eligible for Transportation Alternatives (TA), which is a block grant program under the federal Surface Transportation Block Grant (STBG) program. However, WisDOT will not solicit projects until the fall of 2017, and the awards will not be announced until the summer of 2018.

C. Carpenter noted the success of the SRTS program managed by the East Central Wisconsin Regional Planning Commission. The program places an emphasis on education.

Discussion regarding the need to engage the Brown County Public Safety Committee occurred.

C. Runge noted that the Transportation Subcommittee may not meet again until the spring of 2017, so subcommittee members can contact him if their communities are interested in developing this education program.

7. Distribution of the MPO's 2016 Transportation System Performance Measures Report.

C. Runge distributed the report.

B. Balke asked about areas in Bellevue that have congestion that did not appear as areas of congestion in the study.

C. Runge stated that there may be areas in the urban area experiencing congestion that were not captured in the study. For example, I-43 and Manitowoc Road experiences peak hour congestion. However, when staff conducted the floating car study at this location, the interchange area was not congested. In the future, MPO staff will solicit specific locations/times from community staff and use that information to conduct the congestion analyses.

8. Any other matters.

None.

9. Adjourn.

Chair Martin closed the meeting at 11:08 a.m.

MINUTES
BROWN COUNTY REVOLVING LOAN FUND COMMITTEE
Tuesday, March 14, 2017
Northern Building
305 E. Walnut Street, Conference Room 391
Green Bay, WI 54301
11:00 a.m.

ROLL CALL:

Robert Patrickus	<u>X</u>	Ron Van Straten, Chair	<u>X</u>
Charles Riley	<u>Exc</u>	Chad Weininger	<u>X</u>

OTHERS PRESENT: Lynn Walter, Tracy Flucke, James Lemsky, Josephine Mann, Chuck Lamine, and Kathy Meyer

ORDER OF BUSINESS:

1. Approval of the minutes of the December 16, 2016, meeting of the Brown County Revolving Loan Fund Committee.

A motion was made by C. Weininger, seconded by R. Patrickus, to approve the minutes as presented. Motion carried unanimously.

2. Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee will convene in Executive Session for the purpose of reviewing a loan request from New Leaf Market Cooperative (Lynn Walter).

A motion was made by R. Patrickus, seconded by C. Weininger, to convene in closed session pursuant to Wisconsin Statute 19.85(1)(e) for the purpose of reviewing a loan request from New Leaf Market Cooperative. Motion carried unanimously.

At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

A motion was made by R. Patrickus, seconded by C. Weininger to return to open session. Motion carried unanimously.

A motion was made by C. Weininger, seconded by R. Patrickus to defer action on the loan request until an evaluation of details of their financial statements is completed, and a desire of committee members to get more familiar with the market. Motion passed unanimously.

3. Update regarding decision of Healthy Living Chiropractic, Inc. to not accept their Brown County Economic Development Revolving Loan.

C. Lamine stated that Healthy Living Chiropractic, Inc. decided to go to the bank for the loan request.

4. Other matters.

C. Lamine stated that Adam DeKeyser from Associated Bank will be joining the Brown County Revolving Loan Fund Committee.

C. Lamine stated that revisions to the revolving loan agreements were revised to comply with requirements of the Wisconsin DOA and HUD.

C. Lamine stated that the balance of available revolving loan funds is approximately \$1.5 million. Loan activity is picking up.

5. Adjourn.

A motion was made by C. Weininger, seconded by R. Patrickus to adjourn. Motion carried unanimously. The meeting adjourned at 12:50 p.m.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday February 20th, 2017**
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:30 pm.

2) Roll Call:

Present: Mark Vanden Busch, Vice-Chair
Mike Van Lanen
Doug Martin
Dave Landwehr
Ryan Holzem
Bill Seleen
Norb Dantine

Excused: John Katers, Chair
Bud Harris

Also Present: Dean Haen, Brown County P&RR
Chad Doverspike, Brown County P&RR
Mark Walter, Brown County P&RR
Chris Blan, Brown County P&RR
Shelby Schraufnagel, Brown County P&RR

3) Approval/Modification – Meeting Agenda – *Request for Approval*

A motion to approve the agenda was made by Mike Van Lanen and seconded by Norb Dantine. Unanimously approved.

4) Approval/Modification – Meeting Minutes of January 16th, 2017 - *Request for Approval*

A motion to approve the January 16th, 2017 meeting minutes was made by Mike Van Lanen and seconded by Dave Landwehr. Unanimously approved.

5) Announcements/Communication

Mr. Haen introduced Doug Martin as the new Solid Waste Board Member in place of Lisa Bauer-Lotto. Mr. Martin is the Village of Ashwaubenon Public Works Director. Mr. Haen thanked Ms. Bauer-Lotto for her service and time on the Solid Waste Board.

6) Hazardous Waste Disposal Contractor RFP – Request for Approval

Mr. Blan has put together a Request For Proposal (RFP) for the Hazardous Waste Disposal Contract. The current contract with Tradebe will come to term at the end of 2017. To better prepare the 2018 budget, the contract and fees should be determined before the budget cycle this summer. Mr. Walter pointed out that the selection process is included in the attachment. Mr. Haen stated the importance of the process being an RFP rather than a bid. The RFP process ensures that the disposal methods of this contractor are environmentally sound, including a certificate of disposal and not solely based on cost. The cost factor is 25% of the scoring criteria and is not ranked by the RFP scoring committee.

Mr. Landwehr asked if there is a difference in materials between the current contract and the future contract. Mr. Blan stated that there are some different types of material. During the current term there were some materials that were not included in the contract and had to be priced out. In the future contract, these costs will be included.

Mr. Vanden Busch asked if there is a cost for unknown material. Mr. Blan explained that unknown material is dealt with on a case-by-case basis and the cost is generated from the Department.

Mr. Seleen asked how many bids are expected. Mr. Blan stated that at least three are expected; Tradebe, Clean Harbors and Veolia.

Mr. Holzem asked how this RFP compares to other RFPs that the Department has used. Mr. Blan stated that it is the same template that was used in the past. Some of the criteria have been modified. Mr. Haen stated that the Department will choose the scoring team to evaluate the proposals based on criteria set up. The scoring team will have the benefit of having at least one member from outside of the department that will bring in a different perspective and expertise.

A motion to approve the Hazardous Waste Disposal Contractor RFP was made by Norb Dantine and seconded by Mike Van Lanen. Unanimously approved.

7) 2016 Resource Recovery Annual Report – Request for Approval

The Annual Report serves multiple purposes. The report serves as the end of the year budget status report for the County Board. It is also used as a resource to internal and external stakeholders summarizing the activities of the department for new and existing Solid Waste Board Members, Public Work Directors and County Supervisors. The annual report compares how the Department is doing from one year to the next in all of the different areas; solid waste, recycling, hazardous material recovery, etc. Mr. Haen explained the financials included in the annual report.

Mr. Haen then discussed the 2016 accomplishments, which included; created a residential drop-off center at the Waste Transfer Station, evaluated leachate management options for the South Landfill, implemented a wood waste collection program, realized that there is no role for Brown County in a pharmaceutical collection and disposal program, evaluated the feasibility of BOW C&D recycling, extended operation of gas-to-energy project beyond 2016, expanded drop-off organics program at UW-Extension, evaluated solvent distillation at HHW and researched C&D

and wood waste recovery through the BOW Waste Technology Committee. Some goals that were deferred or incomplete in 2016 and in progress in 2017 included; on-site paint recycling evaluation, lease MRF building space, excavate 20-50,000 cy of South Landfill Phase I clay, evaluate feasibility of regional composting, evaluate existing BOW landfill agreement and potentially renegotiate extension, and lead legislative effort to reconsider recycling glass.

Mr. Haen then announced the departmental goals for 2017 including; modifying South Landfill feasibility determination, converting existing Gas-To-Energy plant to passive flare, revising the 2012 5-year Solid Waste Management Plan, renegotiating the 5-year Solid Waste Management Services Agreements with urban municipalities, evaluating in-house processing of florescent, incandescent and LED lamps, implementing "Black Ice Software", evaluating existing BOW landfill agreement, evaluating regional composting feasibility study, marketing recycling services to neighboring county municipalities, marketing landfill and resource recovery services to neighboring county municipalities and conducting a Hazardous Material Recovery Process Map.

A motion to approve the 2016 Resource Recovery Annual Report was made by Ryan Holzem and seconded by Dave Landwehr. Unanimously approved.

8) Farm Lease Extension – Request for Approval

In 2002 1,500 acres of southern Brown County was leased. A portion, 285 acres, was leased to Gold Dust and the remaining acres to Weise brothers. When Gold Dust went bankrupt Weise brothers assumed the 285 acres leased to Gold Dust. These leases end on two different dates. To make the term date match in the next lease period, an extension was given to Weise brothers for the 285 acres at \$250 per acre.

Mr. Doverspike will put together an agricultural lease RFP for the 1,100 acres.

Mr. Landwehr asked how many years will the lease term be? Mr. Doverspike would recommend a 15 year term; the lease will be broken down differently so rates can fluctuate based on CPI.

A motion to approve the Farm Lease Extension was made by Norb Dantine and seconded by Dave Landwehr. Unanimously approved.

9) Hazardous Material Recovery Name Change – Update

Mr. Haen announced that the Hazardous Material Recovery name change is complete. This includes changes to the street sign, building sign, website, educational documents, etc.

10) Sale Consideration of County-owned Property in Town of Holland – Update

Mr. Haen stated that Country-Aire Farms approached the Department regarding construction of a feed center on Section 18 property directly adjacent to the future South Landfill including asking the County for a variance to install a high capacity well. The discussion led to preliminary discussion of trading/selling property in the Town of Holland. The proposed property transaction would involve trading 160 acres with Country-Aire Farms 160 acres and selling another 198 acres to them, lessening the County's footprint.

The proposed transaction would result in the Department owning a continuous block of land, including the potential for future landfill expansion on Section 18 property. The Department would

not need the Country-Aire Farm land for 30 years and would lease the land and farm back to Country-Aire Farms until it was needed for South Landfill operations. Brown County has also expressed an interest in the option to purchase four (4) houses in the area and Country-Aire Farms will try to acquire and use the house for employee housing. All property would have a deed restriction removing the property from future landfill compensation and removing property value protection of the Host Community Agreement between the County and Town of Holland. The land transaction will be negotiated in closed session between County staff, Solid Waste Board and Country-Aire Farms.

11) Director's Report

For the second month, the Farmory was not prepared to come back to the board with more information yet. This item will be removed from future agendas

The front end loader needs to be repaired and will be replaced with a temporary front end loader for the time being. Replacement will be considered as part of the 2018 budget.

Ashland Avenue is partly closed until August. This affects the route Great American Disposal has to take to get to Outagamie County.

Tare weights between Brown County and Outagamie County certified scales are significantly different. Mr. Walter and Mr. Doverspike will be investigating.

12) Such other Matters as Authorized by Law

No other matters.

13) Adjourn

A motion to adjourn was made by Dave Landwehr and seconded by Mike Van Lanen. Unanimously approved. Meeting adjourned at 3:27 pm.