

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

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
JUNE 2 – 6, 2014**

MONDAY, JUNE 2, 2014

- | | | |
|------------------------|---|---|
| *10:00 am | 2045 MPO Long-Range Transp. Plan Technical Advisory Cmte. | GB Metro Transportation Ctr.
901 University Avenue |
| *6:00 pm | Land Conservation Subcommittee
(Tour of Health Department @ 5:00 pm) | Health Department
610 S. Broadway |
| *To Follow
Land Con | Planning, Development & Transportation Committee
(Tour of Health Department @ 5:00 pm) | Health Department
610 S. Broadway |

TUESDAY, JUNE 3, 2014

- | | | |
|-----------|---|---|
| *10:15 am | NE WI CDBG – Housing Region Committee Meeting | Room 200, Northern Building
305 E. Walnut Street |
|-----------|---|---|

WEDNESDAY, JUNE 4, 2014

- | | | |
|-----------|--|---|
| *9:00 am | NE Wisconsin Family Care | NEW FC District Office
2701 Larsen Road |
| *11:00 am | Public Safety Committee | Room 200, Northern Building
305 E. Walnut Street |
| *6:30 pm | Planning Commission Board of Directors | GB Metro Transportation Ctr.
901 University Avenue |

THURSDAY, JUNE 5, 2014

- | | | |
|----------|---|---|
| *6:00 pm | Education & Recreation Committee
(Tour of Greens at 5:00 pm) | Brown County Golf Course
897 Riverdale Drive |
|----------|---|---|

FRIDAY, JUNE 6, 2014

(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
2045 MPO LONG-RANGE TRANSPORTATION PLAN
TECHNICAL ADVISORY COMMITTEE
Monday, June 2, 2014
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

Jeff Agee-Aguayo	_____	Ed Kazik	_____
Bill Balke	_____	Patty Kiewiz	_____
Craig Berndt	_____	Tom Klimek	_____
Chris Bertch	_____	Randy Loberger	_____
Geoff Farr	_____	Doug Martin	_____
Mike Finn	_____	Dwight McComb	_____
Paul Fontecchio	_____	Tom Miller	_____
Steve Grenier	_____	Rebecca Nyberg	_____
Dean Haen	_____	Eric Rakers	_____
Lisa Harmann	_____	Aaron Schuette	_____
Philip Gritzmacher	_____	Derek Weyer	_____

ORDER OF BUSINESS:

1. Introductions.
2. Election of Chair and Vice-Chair.
3. Review of draft Goals and Objectives.
4. Travel Demand Model Update.
5. Any other matters.
6. Adjourn.

ANYONE WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr, Tom Sieber, Norb Vande Hei

LAND CONSERVATION SUBCOMMITTEE

Monday, June 2, 2014

Tour of Health Dept Bldg @ 5 p.m.

Land Con meeting to follow @ 6 p.m.

Brown County Health Department

610 S. Broadway

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

**** NOTE TIME & LOCATION ****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of April 28, 2014.

Comments from the Public

1. Land and Water Conservation Department Budget Status Financial Report for April, 2014.
2. 50 center per Ag Acre Fee Administration costs.
3. Director's Report.
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 Dantine, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, June 2, 2014

Tour of Health Dept Bldg @ 5 p.m.
Land Con 6 p.m., PD&T to follow
Brown County Health Department
610 S. Broadway

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 April 28, 2014.
-
1. Review minutes of:
 - a. Harbor Commission (February 10, 2014).
 - b. Planning Commission Board of Directors (April 2, 2014).
 - c. Revolving Loan Fund Committee (January 16, 2014 & May 5, 2014).

Comments from the Public

Communications

2. Communication from Supervisors Schadewald, Steffen and Fewell re: Proposed Asphalt Plant in Village of Howard. *Referred from May County Board.*
3. Communication from Supervisors Schadewald, Steffen and Fewell re: To secure an alternate, suitable location for the portable asphalt plant currently planned to operate in the Village of Howard. *Referred from May County Board.*
4. Communication from Supervisors Vander Leest re: Request by Green Bay west side residents to review Packerland Drive for road repairs. *Referred from May County Board.*

Planning and Land Services

Land Information (no items)

5. Planning Commission - Budget Status Financial Report for March/April, 2014.
6. Property Listing - Budget Status Financial Report for March/April, 2014.
7. Zoning - Budget Status Financial Report for March/April, 2014.

Port and Resource Recovery

8. Budget Status Financial Report for April, 2014.

Airport

9. Budget Status Financial Report for April, 2014.
10. Director's Report.

Register of Deeds

11. Budget Status Financial Report for April, 2014.
12. Report on LaBaye Project 1st Quarter Deliverables.

UW-Extension

13. Budget Status Financial Reports for March/April, 2014.
14. Director's Report.

Public Works

15. Recommendation & Approval of Bid for Replacement of the Water Softener System at the Jail – Project #1856.
16. Approval of Petition for Disaster Aid for CTH ZZ.
17. 2013 Financial Report for Highway Division.
18. Summary of Operations.
19. Director's Report.
20. Possible discussion regarding Brown County Health Department facility.

21. Open Session: Discussion and possible action on bargaining, negotiations, comparisons of properties and investing of public funds in regard the future space needs of the Brown County Health Department.

Closed Session: Notice is hereby given that the above governmental body will adjourn into closed session on the above item Number 20 pursuant to Wis. Stat. §19.85(1)(e) which authorizes a closed session to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, wherever competitive or bargaining reasons require a closed session.

Reconvene in Open session: Discussion and possible action on bargaining, negotiations, comparisons of properties and investing of public funds in regard the future space needs of the Brown County Health Department.

Other

22. Audit of bills.
23. Such other matters as authorized by law.

Bernie Erickson, Chair

Attachments

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Northeastern Wisconsin CDBG – Housing Region Committee Meeting

10:15 A.M. – 11:45 A.M.

Tuesday, June 3, 2014

Brown County Northern Building, Room 200

305 E. Walnut St.

Green Bay, WI

AGENDA

1. Call to Order.
2. Roll Call.
3. Action regarding Northeastern Wisconsin CDBG-Housing Region Committee Meeting Minutes of February 4, 2014.
4. Overview of Regional CDBG-Housing Program Status.
5. Discussion / Action regarding marketing and outreach opportunities.
6. Discussion / Action regarding county allocations.
7. Discussion / Action regarding amending *Northeastern Wisconsin Region CDBG Housing Rehabilitation Policy and Procedures Manual* Section III(B)(2) from a 2% Installment Loan to a 0% Installment Loan.
8. Discussion / Action regarding amending *Northeastern Wisconsin Region CDBG Housing Rehabilitation Policy and Procedures Manual* Section IV(E)(2) allowing up to 105% loan to value (LTV) for unanticipated construction costs.
9. Discussion / Action regarding amending *Northeastern Wisconsin Region CDBG Housing Rehabilitation Policy and Procedures Manual* Creating Section VIII(C) Loss Mitigation to include recapture and forbearance policies.
10. Update regarding future state CDBG-Housing funding allocations.
11. Adjourn.

Parking is available either in the parking ramp at the corner of North Washington Street and East Walnut Street or in the surface lot on the corner of Cherry Street and Adams Street. Please see attached map.



Any person wishing to attend who requires special language or access accommodations should contact the Brown County Planning Commission at (920) 448-6480 by 4:30 p.m. at least one day before the meeting so that arrangements can be made.

District Board Meeting Agenda

June 4, 2014

9:00 a.m.

NEW FC District Office

NWTC Advance Business Center

1. Call to Order
2. Confirmation of Proper Posting
3. Confirm Agenda
4. Review and Approve May 7, 2014 Meeting Minutes
5. Public Comment
6. CEO Report (discussion only)
7. Fiscal Agent Report – Mary Christensen (discussion only)
8. Resignation of Rolf Hanson as CEO—Mark Moeller (action may be taken)
9. Planning Grant Closing Down Activities—Rolf Hanson (discussion/action)
8. Announcements (discussion only)
9. Letter of Support for Lakeland Care District—Mark Moeller (discussion/action)
10. The Board may consider a motion to convene into Closed Session pursuant to Wisconsin Statute secs. 19.85(1)(c), “[c]onsidering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” and 19.85(1)(e), “[d]eliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” to wit: to discuss the status of the District’s planning grant and its relationship to specific employees and to discuss and provide strategic direction to the CEO regarding potential business opportunities and the strategies associated with pursuing same.
11. Reconvene in open session and take action on matters discussed in closed session, if any
12. Process for District once RFP is issued (discussion/action)
13. Next Meeting
14. Adjourn

NOTE: Deviation from agenda order may occur

Individuals with disabilities requiring special accommodations for attendance at the meeting should contact Debbie at (920) 857-9997 at least 48 hours prior to the meeting.

Northeast Wisconsin Family Care is a member driven organization passionate about delivering service options by supporting personal choices which promote the greatest opportunity for an independent quality of life, in a caring, respectful, and efficient manner.

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PUBLIC SAFETY COMMITTEE

Patrick Buckley, Chair
Pat La Violette, Vice Chair
Bill Clancy, Andy Nicholson, Guy Zima

PUBLIC SAFETY COMMITTEE
Wednesday, June 4, 2014
11:00 a.m.
Brown County Sheriff's Office
2684 Development Drive, Green Bay

**** PLEASE NOTE TIME & LOCATION ****

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

- I. Call meeting to order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 7, 2014.

Comments from the Public.

1. Review minutes of:
 - a. Fire Investigation Task Force General Membership (March 6, 2014).

Public Safety Communications

2. Budget Status Financial Report for April, 2014.
3. Director's Report.

Sheriff

4. Budget Status Financial Report for April, 2014.
5. Budget Adjustment Request (14-46): Transfer Arson Task Force (ATF) funds for the purchase of a replacement ATF vehicle.
6. Sheriff's Report.

Medical Examiner

7. 2014 Brown County Medical Examiner Activity Spreadsheet.

Emergency Management & District Attorney – No agenda items.

Other

8. Audit of bills.
9. Such other matters as authorized by law.
10. Adjourn.

Patrick Buckley, Chair

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AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, June 4, 2014
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	_____	John Klasen	_____
James Botz	_____	Michael Malcheski	_____
Paul Brewer	_____	Ken Pabich	_____
William Clancy	_____	Scott Puyleart	_____
Norbert Dantine, Jr.	_____	Dan Robinson	_____
Ron DeGrand	_____	Ray Tauscher	_____
Bernie Erickson	_____	Mark Tumpach	_____
Steve Gander	_____	Steve VandenAvond	_____
Steve Grenier	_____	Jason Ward	_____
Colleen Harris	_____	Dave Wiese	_____
Phil Hilgenberg	_____	Reed Woodward	_____
Dotty Juengst	_____	VACANT (Holland and Morrison)	_____

1. Approval of the minutes of the May 7, 2014, regular meeting of the Brown County Planning Commission Board of Directors.
2. Presentation by Federal Highway Administration and Federal Transit Administration representatives regarding the MPO's 2014 Certification Review.
3. Discussion and action regarding the *Green Bay Metropolitan Planning Organization (MPO) Title VI and Non-Discrimination Program/Limited English Proficiency Plan*.
4. Discussion and action to develop a recommendation for a preferred option for the reorganization of the Brown County Planning Commission Board of Directors representation and structure.
5. Notification of *Administrative Modification #1 to the 2014-2018 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
6. Review and action on local assistance contracts to update the Town of Glenmore and Village of Wrightstown Comprehensive Plans.
7. Brown County Planning Commission staff updates on work activities during the month of May 2014.
8. Other matters.
9. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA. PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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EDUCATION & RECREATION COMMITTEE

John Vander Leest, John Van Dyck
Corrie Campbell, Tom Katers, Staush Gruszynski

EDUCATION & RECREATION COMMITTEE

Thursday, June 5, 2014

Tour of Brown County Golf Course at 5:00 p.m.

Meeting to Follow at Approximately 6:00 p.m.

Brown County Golf Course

897 Riverdale Drive, Oneida

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

**** NOTE TIME & LOCATION ****

**The meeting will be held in the Golf Course Maintenance Building.
A tour of the new greens will take place at 5:00 before the meeting.
Guests should meet at the maintenance shop for the tour.**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Revisit date and time for regular meetings.
- IV. Approve/modify minutes of May 1, 2014.

Comments from the Public

1. Review minutes of: None.

Communications

2. Communication from Supervisor Gruszynski re: Explore and report on the cost and interest of clearing the Fox River Trail during the winter months. *Referred from May County Board.*
3. Communication from Supervisor Van Dyck re: Consider rescinding the prior approval of a \$10,000 appropriation for a feasibility study to bring a museum ship to Brown County. *Referred from May County Board.*
4. Communication from Supervisor Vander Leest re: Request for an update on the proposed governance changes for the Neville Public Museum. *Referred from May County Board.*
5. Communication from Supervisor Vander Leest re: Request to investigate Milwaukee County's program for Purple Heart recipients for reduced rates for County attractions. *Referred from May County Board.*

Park Management & NEW Zoo

6. Budget Status Financial Report for April, 2014.
7. Addition of the Friends of the Brown County Fairgrounds as an advocacy group.
8. Attendance Report.
9. Field Staff Reports.
10. Assistant Park Director's Report.
11. NEW Zoo Budget Status Financial Report for April, 2014.
12. Request from N.E.W. Zoological Society, Inc. for fees to be waived for "Feast with the Beasts"
13. Budget Adjustment (#13-94) Category 5: Increase in expenses with offsetting increase in revenue.
14. Budget Adjustment (#14-38): Any allocation from a department's fund balance.
15. NEW Zoo Monthly Activity Report:
 - a. Operations Report:
 - i. Admissions, Revenue, Attendance Report.
 - ii. Gift Shop, Mayan Zoo Pass Revenue Report.
 - b. Curator Report.
 - c. Education & Volunteer Reports.
 - d. Zoo Director Report.

Museum

16. Attendance Revenue Report for April, 2014.
17. Budget Report for April, 2014.
18. Interim Director's Report.

Library

19. Budget Status Financial Report for April, 2014.
20. Update on Bookmobile Operations.
21. Director's Report.

Golf Course

22. Budget Status Report for April, 2014.
23. Superintendent's Report for May, 2014.

Resch Centre/Arena/Shopko Hall

24. Complex Attendance for the Brown County Veterans Memorial Complex for April, 14.

Other

25. Audit of bills.
26. Such other matters as authorized by law.
27. Adjourn.

John Vander Leest, Chair

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JUNE 2014



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Health Dept. Tour 5:00 pm Land Con 6:00 pm PD&T to follow	3	4 Public Safety 11:00 am	5 Ed and Rec 5:00 pm - Tour 6:00 - Mtg. @ Golf Course	6	7
8	9 Executive Cmte 5:30 p.m.	10	11	12	13	14
15  Father's Day	16	17 Vets Recognition Subcommittee 5:00 pm	18 Board of Supervisors 7:00 pm	19	20	21
22	23 Land Con 6:00 pm PD&T 6:30 pm	24	25 Human Services 5:30 pm	26 Admin Cmte 5:00 pm	27	28
29	30					

July

2014

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Public Safety 11:00 am	3 Ed & Rec 5:30 p.m.	4  County Board Office Closed	5
6	7 Executive Cmte 5:30 pm	8	9	10	11	12
13	14	15 Vets Recognition Subcommittee 5:00 pm	16 Board of Supervisors 7:00 pm	17	18	19
20	21	22	23 Human Svc 6:00 pm	24 Admin 5:00 pm	25	26
27	28 Land Con 6:00 pm PD&T 6:30 pm	29	30	31		

BROWN COUNTY COMMITTEE MINUTES

- Community Options Program Planning Committee (May 19, 2014)
- Revolving Loan Fund Committee (May 5, 2014)

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

PROCEEDINGS OF THE COMMUNITY OPTIONS PROGRAM PLANNING COMMITTEE

A regular meeting of the Brown County Community Options Program Planning Committee took place on Monday, May 19, 2014 at 111 North Jefferson Street, Green Bay, Wisconsin.

Present: Helen Desotell, Mary Hansen, Patricia Hickey, Sandy Juno, Cathy Williquette-Lindsay and Anthony Schmidt

Absent: None

Excused: Chua Xiong and Mary Schlautman

Others Present: Mary Rasmussen of BCHSD

Co-Chairperson Helen Desotell called the meeting to order at 8:34 a.m. with roll call. A quorum was present.

MODIFICATION/APPROVAL OF AGENDA

MOTION: Ms. Williquette-Lindsay moved to approve the agenda as mailed. Ms. Hickey seconded. Motion carried unanimously.

MODIFICATION/APPROVAL OF MINUTES

MOTION: Ms. Hickey moved to approve the March 24, 2014 minutes as mailed. Ms. Williquette-Lindsay seconded. Motion carried unanimously.

GENERAL UPDATES

Family Care Update – Mr. Schmidt said on April 21, 2014 Governor Walker announced that Family Care would be expanding to Brown County along with the six other neighboring counties in the Northeast WI Family Care district. The transition is expected to occur between the one to three years. Details are unknown at this time, however Rolf Hanson expects DHS to issue an RFP within the next month. From there it is expected to take 10 to 12 weeks for DHS to make the selection for the MCO and for the Joint Finance Committee to approve that selection.

Significant Proportions – Mr. Schmidt said we continue to work toward meeting the state's 57% elderly goal, and we are slowly gaining ground in that area. Attrition remains the primary reason we do not meet the targeted goal.

Staff Update – Mr. Schmidt said there are now 19 COP employees, and the hope is to reduce the size of the wait list with the addition of a new case manager who began recently. Case managers are currently being assigned cases from August, 2013 from the wait list. Since the first of the year a total of 85 individuals have been assigned from the wait list. Typically elderly individuals wait approximately six months on the wait list and physically disabled a year or longer. Right now there are 428 unassigned cases on the wait list, however many individuals are not financially eligible for the waiver and/or are not ready for services. Ms. Williquette-Lindsay asked if this Committee will dissolve when Family Care comes. Ms. Hansen said there will still be a need for an oversight Committee because there will be some COP dollars coming in to serve some children's unit and mentally ill individuals.

PROCEEDINGS OF COMMUNITY OPTIONS PLANNING COMMITTEE – May 19, 2014

CIP Update – Ms. Hansen said as of April there are 77 individuals on the CIP wait list, 37 of which are “at large” clients. We had not been able to remove people from the wait list for some time due to being short four staff members. Currently we are at full staff again, and caseloads are being redistributed as the new case managers get up to speed.

MOTION: Ms. Hickey moved to approve the update reports and place them on file. Ms. Juno seconded. Motion carried unanimously.

CLOSED SESSION

Ms. Desotell read the following notice:

Pursuant to 19.85(1)(f) considering financial, social and/or personal history of specific persons, which if discussed in public would be likely to have a substantial adverse effect on the reputation of the persons referred to—

MOTION: Ms. Williquette-Lindsay moved to go into closed session. Ms. Hickey seconded. Ms. Desotell conducted a roll call vote. Ms. Hickey, Aye, Ms. Hansen, Aye, Ms. Juno, Aye, Ms. Williquette-Lindsay, Aye, Ms. Desotell, Aye. Motion carried.

MOTION: Ms. Williquette-Lindsay moved to go back into regular open session. Ms. Juno seconded. Ms. Desotell conducted a roll call vote. Ms. Hickey, Aye, Ms. Hansen, Aye, Ms. Juno, Aye, Ms. Williquette-Lindsay, Aye, Ms. Desotell, Aye. Motion carried.

During the closed session the Committee made the following decisions:

7A) One CBRF variance request for placement at Care for All Ages CBRF

MOTION: Ms. Williquette-Lindsay moved to approve the variance request. Ms. Hickey seconded. Motion carried unanimously.

7B) One CBRF variance request for placement at McCormick CBRF

7C) One CBRF variance request for placement at Harmony CBRF of Green Bay

Neither of these requests required an individual vote from the Committee as they were both covered under the June, 2009 resolution granting blanket approval to five CBRF facilities. These requests were submitted to the Committee for informational purposes only.

MOTION: Ms. Williquette-Lindsay moved to place the two informational variance requests on file. Ms. Hickey seconded. Motion carried unanimously.

MOTION: Ms. Hickey moved to adjourn. Ms. Williquette-Lindsay seconded. Motion carried unanimously. The meeting adjourned at 8:52 a.m.

Respectfully submitted,
Mary Rasmussen

MINUTES
BROWN COUNTY REVOLVING LOAN FUND COMMITTEE
Monday, May 5, 2014
Northern Building
305 E. Walnut Street, Conference Room 200
Green Bay, WI 54301
1:30 p.m.

ROLL CALL:

Brent Miller	<u>X</u>	Chuck Riley	<u>X</u>
Robert Patrickus	<u>X</u>	Ron Van Straten, Chair	<u>X</u>

OTHERS PRESENT: Chuck Lamine, Chad Weininger, Laura and John Peszko, and Lisa Harmann.

R. Van Straten called the meeting to order at 1:35 p.m.

ORDER OF BUSINESS:

1. Approval of the minutes of the January 14, 2014, meeting of the Brown County Revolving Loan Fund Committee.

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

A motion was made by B. Miller, seconded by C. Riley, to amend the agenda to address both agenda items #2, #3 and #4 as a combined executive session. 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 Shining Stars Pre-School & Childcare Center, LLC.

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 B. Miller, seconded by C. Riley, to convene in closed session pursuant to Wisconsin Statute 19.85(1)(e) for the purpose of reviewing a loan request from Shining Stars Pre-School & Childcare Center, LLC. Motion carried unanimously.

Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee remained in Executive Session for the purpose of reviewing the status of an existing loan for Synchronetek, Inc.

Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee remained in Executive Session for the purpose of conferring with legal counsel regarding loan litigation with Raven Manufacturing, LLC.

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

A motion was made by C. Riley, seconded by B. Miller, to amend and approve the Shining Stars Pre-School & Childcare Center, LLC loan request to be for \$110,000 at 4% interest with a blended repayment term. Collateral will be a purchase money security interest in the specific equipment that the borrower is purchasing with the loan funds. We will also take a general security interest in all assets junior to Community First Credit Union and SBA's loans. Brown County Revolving Loan Fund will take a third place lien on the existing Suamico facility, new Hobart facility, and the Peszko's homestead. A letter report for a junior lien on the cottage/cabin will also be sought. Loan is contingent upon receiving a list of items intended for purchase with the \$80,000 of equipment proceeds as well as obtaining \$45,000 in working capital from other sources to be secured prior to Brown County RLF disbursement. Loan is subject to meeting all requirements called forth by the SBA 504 loan. Motion carried unanimously.

A motion was made by B. Miller, seconded by R. Patrickus, after account review and current loan payments, to forebear legal action due to the lack of job creation by Synchrotek, Inc. Motion carried unanimously.

A motion was made by B. Miller, seconded by R. Patrickus, to obtain from legal counsel clarification on the proposal presented regarding when the release of Raven Manufacturing will take place. Motion carried unanimously.

3. New committee member appointment.

Discussed the definition of a quorum. Committee asked if B. Miller would stay on, as well as bringing in Chad Weininger as a new committee member. C. Lamine and C. Weininger will meet with Troy Streckenbach regarding adding additional members.

4. Other business.

Open records request was received from the Press-Gazette. Report that was provided to the Press-Gazette was shared with committee members.

5. Adjourn.

A motion was made by B. Miller, seconded by R. Patrickus, to adjourn. Motion carried unanimously. The meeting adjourned at 3:29 p.m.