

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, June 26, 2017 at Public Works Department, 2198 Glendale Ave., Howard, WI

Present: Supervisors Bernie Erickson, Dave Kaster, Dave Landwehr, Norbert Dantine
Excused: Supervisor Sieber
Also Present: Supervisor Lefebvre, Port & Resource Recovery Dean Haen, Airport Director Tom Miller, Public Works Director Paul Fontecchio, County Conservationist Mike Mushinski, and other interested parties.

**Audio of the meeting is available by contacting the County Board office (920) 448-4015.*

I. **Call Meeting to Order.**

The meeting was called to order by Chair Bernie Erickson at 6:14 p.m.

II. **Approve/Modify Agenda.**

Motion made by Supervisor Kaster, seconded by Supervisor Landwehr approve with the modification to hold Item 16 until July. Vote taken. MOTION CARRIED UNANIMOUSLY

III. **Approve/Modify Minutes of May 22, 2017.**

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public None

1. **Review Minutes of:**

- a. **Planning Commission Board of Directors (May 3, 2017).**
- b. **Revolving Loan Fund Committee (April 14, 2017).**

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to take Items 1a and b together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file Items 1a-b. Vote taken. MOTION CARRIED UNANIMOUSLY

- c. **Transportation Coordinating Committee (March 13, 2017).**

Kaster informed there was no quorum; they had 7 people out of 20 and stated he will be voting no on this. Erickson replied that he checked into this about a year ago and unless they had written bylaws for that committee saying they needed a quorum it was not mandatory. Haen believed that as long as they were taking no action, they could do things informationally. Further questions ensued; Erickson suggested directing this to Corporation Counsel to address this at County Board.

Motion made by Supervisor Kaster, seconded by Supervisor Landwehr to refer to Corporation Counsel to report back at County Board. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

2. **Communication from Supervisor Lefebvre re: To PD&T Committee regarding Brown County’s future landfill site in location to the headwater of the East River. *Held for one month.***

Lefebvre read in the paper that someone voted in favor of this and the landfill was up on the headwaters of the East River and it could be a big problem and she felt they better look into this. Some members had been on the board longer and may know how this came about and she questioned why the site was chosen or how it came about.

Dantinne informed that the site was chosen because it was 6-10 acres and the clay was 40’ deep. Haen informed it ranged from 60’-200’. Landwehr stated the county had been working with engineering firms for decades on this site, on all the planning and environmental studies and everything else to make sure there weren’t any issues with all the issues that landfills all around the world dealt with on a daily basis. It was sited based on the fact that all those environmental concerns were satisfied. It was not easy to site a landfill. They looked for sites with certain characteristics and one of the main ones was the clay. Clay made a tremendous barrier to anything soaking through.

After Lefebvre noted further concerns, Landwehr informed that the Solid Waste Department had meetings once a month, they worked with consultants and had an abundance of information from studies, he recommended she touch base with the department head that was heading this up and had been for a long time.

Haen informed that the east and west landfills were closed, they started off with a list of dozens of sites and there were all kinds of limitations whether it was distance from waterways, highways, geological features, etc. In the mid-90s there were three sites that the county paid to follow through with and they were all suitable for being constructed as a landfill and met the DNR requirements and the county chose what was now the south landfill. It will probably be built in 2021, it took 2 years to build and waste will start being placed in 2023.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantinne to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Dantinne, seconded by Supervisor Landwehr to suspend the rules to take Items 3-7 together. Vote taken. MOTION CARRIED UNANIMOUSLY

Register of Deeds

3. **Budget Status Financial Report for May 2017.**

Planning and Land Services

Land Information – No agenda items.

4. **Planning Commission - Planning Budget Status Financial Report for May 2017 - Unaudited.**
5. **Property Listing – Budget Status Financial Report for May 2017 - Unaudited.**
6. **Zoning – Budget Status Financial Report for May 2017 - Unaudited.**

UW-Extension

7. **UW-Extension Budget Status Financial Report for May 2017 - Unaudited.**

Motion made by Supervisor Landwehr, seconded by Supervisor Dantinne to approve Items 3-7. Vote taken. MOTION CARRIED UNANIMOUSLY

Port & Resource Recovery

8. **Bay Port Hurlbut Lease- Request For Approval.**

Haen referred to the land lease in the agenda packet material, it was for the west side compost facility which was part of the property that the county owned for Bay Port. It was planned to be part of the expansion for placement of

clean dredge material. They did not foresee needing it for at least 3 years and the City of Green Bay had not vacated the property. Corporation Counsel Hemery, by the direction of the Harbor Commission, approached them and locked the gates, and then this lease precipitated from that. They were now asking to enter into a lease agreement, it was not by any means a financial situation but put together conditions and understandings with an end date. The city would pay the remainder of this year of \$500 a month, next year \$750 a month and \$1,000 a month for a third year. After that, they had the provisions to potentially extend it.

Haen informed the committee of the amendments done by the Harbor Commission.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve as amended, eliminating the part below 11 and changing to a, b, c to c, a, b. Vote taken. MOTION CARRIED UNANIMOUSLY

9. **Recycling Transfer Station Concrete Floor Replacement Bid – Request For Approval.**

Haen informed they were going to replace their concrete floor in their recycling transfer station. They bid it out earlier in the year and the bids came in ranging from \$212,000 to \$295,000, significantly higher than the \$80,000 budgeted. They rejected those bids which cut the project into two pieces, wanting it done over the Fourth of July holiday and over the Labor Day holiday. With them coming in so high, they decided to do it over 5 consecutive days later in the fall and rebid it to get the prices down; that's where they were now. That would mean they will have to idle their facility and make other arrangements. They discussed at Solid Waste Board deferring it and redoing it for next year but in working with Administration and with all the things in motion they elected to move forward with the bid and get the work done. They lost over 4" in the middle of the floor, it was wearing off, and so they had to do something. The other floor lasted them since 1993 when they built the building.

Dantine agreed that it was high but if they weighed all the parameters of what they'd have to accommodate to continue to operate it. He informed that he will abstain as his company bid the concrete removal.

Erickson noted they were saying this could be high but they were basing it on a budget estimate by Zeise, who was the lowest bidder.

Responding to Kaster's concerns, Haen informed that it wasn't the cost to rebid, it was working out the deal with ADS, they had to find a week that worked and it got complicated. For this to go through this time it would be PD&T in June, County Board in July, notice of award and now they were 5-6 weeks out. If they started over again they would be in November and December and paying premiums for concrete to get it to dry fast.

Motion made by Supervisor Landwehr, seconded by Supervisor Erickson to approve the bid to Zeise Construction for \$191,426.00 with the alternate of the abandon catch basin for \$750 and the option of removal of concrete walls for \$13,000. Vote taken. Nay: Kaster; Abstain: Dantine. MOTION CARRIED

10. **Non-Binding Letter of Intent for Digester Land Lease – Request For Approval.**

No discussion held.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

11. **Director's Report.**

Haen briefly spoke to his report in the agenda packet material.

He informed that Outagamie had responded to Brown County and they were going down a different path. They were asking for Brown County to forgo the South Landfill and they become the next landfill. Brown County objected because that was for the County Board and for others to decide, they couldn't obligate in a contract of a future County Board's decision, forcing their hand without any information. If they were going to go through a study and a

process and it made economic and environmental sense and all three counties chose to do an alternative filling plan, so be it.

With regard to the transfer station scale changes, Dantine felt they needed to come up with ideas to expedite the system such as fast passes, etc. Responding to an idea from Erickson, Haen informed Finance gave them a no cash directive as they had one employee all alone; it was too big of a risk. Erickson suggested looking into a machine that handled cash. Landwehr felt they could go to an automated lane where they'd end up with some sort of scale or system for smaller loads. If they went with a flat fee, even if it was a little higher, people would pay to get through quicker. Haen felt maybe for their normal customers with accounts that they could do a fast pass option. He stated they'll put something in the budget and spend time figuring it out between now and next Feb/March with what to do.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on a file. Vote taken. MOTION CARRIED UNANIMOUSLY

Public Works

12. **Summary of Operations.**

Public Works Director Paul Fontecchio referred to his report in the packet and informed things were going like normal. He always looked back to last year to see how they compared percentagewise. The interdepartmental was high because they did the airport and they did quite a bit of municipal work this winter.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

13. **Director's Report.**

Fontecchio briefly spoke to the items in his written report.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Airport

14. **Departmental Opening Summary.**

Airport Director Tom Miller informed that the open position was offered to an employee who would be new to the county, he accepted and was scheduled to begin on July 31st subject to his physical being approved.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

15. **Airport Budget Status Financial Report for May 2017 - Unaudited.**

Miller informed they were right in line with where they were a year ago.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

16. **An Ordinance to Amend Section 25.09 of Chapter 25 of the Brown County Code of Ordinances Entitled "Conveyors of Public Transportation". *Referred back from June County Board.***

Item was held.

17. **Upcoming Petition for State Aid.**

a. **Petition Project Summary.**

- b. **State Aid Resolution – DRAFT.**
- c. **Agency Agreement – DRAFT.**

Miller informed that every couple of years they had to petition the state for eligibility on projects. This was no different than any other that they had done over the last number of years. It was a wish list of projects that they hoped will get billed over the next few years and the state will determine if these projects were eligible and they could move forward on getting funding for them. Grand total was about \$47 million. Some may not be billed at all but they wanted to make sure the petition was in so the project was fundable in case discretionary money came down from the FAA. They had the public hearing, and the petition and agency agreement that went along with it, had been prepared. Before Corporation Counsel left on vacation Miller didn't have an opportunity to get it approved but he would like to, with the committee's permission, have a special PD&T meeting prior to the July County Board meeting for approval. They were 90% federal funds, 5% county and 5% state. Some of the state projects were 80% state money and 20% airport money.

Landwehr questioned how Mead & Hunt was able to do all of the engineering work for the airport, questioning how it was determined. Miller informed that the state advertised for engineers for airports every 4 or 5 years and they went through like an RFP process. Since most of the work involved state and federal projects, it went through the Bureau of Aeronautics. The little bit of local work that they had them do; it piggybacked on to the work that they did for the state. It was the state picking them, not Brown County.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve and move to a 6:45pm Special PD&T meeting prior to the County Board for final approval of the resolution petitioning for state aid and the accompanying agency agreement. Vote taken. MOTION CARRIED UNANIMOUSLY

18. Director's Report.

Miller reported that the employee parking project was finished and had been reopened. It should hold up nicely and the employees were very appreciative. He informed they made special parking locations for motorcycle parking.

E Service Road project was currently in Phase 3 of 6.

The West Grant project which was started last fall continued to be on hold. They tried to proof roll it but couldn't get compaction, it was a little too wet to pave yet. It did not stop the project; they made the connection of the ramp to the runway and have paved that. It should be finished by Thursday but closed until the project was done.

Their triennial disaster exercise will be August 16th, from 9am until noon; committee members were invited to attend. It was a requirement of the FAA that they did a full scale emergency disaster exercise every 3 years. One of the primary things to be tested this year was Family Resource Center for grieving family members who may have had someone on an aircraft that went down near them.

During the high wind incident on June 14th they had some damage to the terminal building. There was about \$5,000 damage to the alucobond covering, the gray material that was on the concourses. There was also some roof damage on Concourse B. Fortunately the membranes were not punctured but it was an adhered roof and the wind was picking up the roofing material. Northern came in and put some ballast on the roof to hold it down until they could come back and permanently re-adhere the roof to the top of the building. It should all be covered by insurance and it may be covered by the warranty on the roof so there may not even be an expense to the county. They did have damage to a storage barn that they had on the southwest side of the airport causing approximately \$18,000 damage to the roof. Executive Air lost parts of their roofs off two of their hangers. They got the roofing material back on by the Friday after it happened but the doors were gone so they will have to reconstruct those. They were open for business and seemed to be doing just fine.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

19. **Acknowledging the bills.**

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to hold the acknowledge receipt of the bills until July meeting. Vote taken. MOTION CARRIED UNANIMOUSLY

20. **Such other matters as authorized by law.**

21. **Adjourn.**

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to adjourn at 7:17 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein,
Recording Secretary