

Town of Brussels
Town Board Meeting Minutes
Thursday, May 8, 2025 6:30pm

Present: Chairman, Joe Wautier; Supervisors, Mark Marchant and Austin Vandertie; Treasurer, Penny Wautier; and Clerk, Sherri Dantoin .

The meeting was called to order at 6:32pm at the Brussels Community Center by Chairman, Joe Wautier.

All rose for the Pledge of Allegiance.

Motion Vandertie/Marchant unanimously carried by voice vote to approve the agenda as presented

Motion Marchant/Vandertie unanimously carried by voice vote to approve the Clerks' minutes from the meeting of April 15, 2025 as presented.

Treasurer's report

The CD at Capital Credit Union for \$160,183 will be withdrawn tomorrow and redeposited into the Savings account for possible bathroom funding needs. The Board asked that the Board of Review and Open Book meetings be added to the Community Center calendar.

Motion Marchant/Vandertie unanimously carried by voice vote to accept the Treasurer's report as presented

Door County Communications, Emergency Management and Land Use Services

Land Use: Karyn Behling and Tara McKeefry discussed the department's focus on zoning, sanitary permits and inspections, and planning (e.g., parks plan development). They highlighted the department's website as a valuable resource for accessing information, ordinances, and permit forms.

Emergency Management: Jeb Saelens presented the READY Emergency Alerting System, launched in January, which provides weather and critical alerts. He encouraged towns to promote the voluntary sign-up program for residents. Towns are urged to implement emergency plans, with sample plans and templates available. Jeb emphasized delegating responsibilities to reduce the Fire Chief's workload, and suggested that a Local Emergency Manager (not necessarily the Fire Chief) be the primary contact for Jeb. This "Manager" role will be discussed further next month.

Communications Upgrade Project: Ashley DeGrave provided details about the county's \$25 million public safety radio communications upgrade to replace systems nearing the end of their useful life by 2028. The OCG consultant and CATS committee are guiding the project, which aims for 98% county coverage. Municipalities will need to contribute a percentage of the costs, though the exact amount is still being determined. A cost outline will be sent to municipalities once estimates are finalized. The system purchase is expected in 2-3 years, and discussions are ongoing about the county potentially purchasing the system and charging municipalities monthly. Municipalities are encouraged to set aside funds in preparation for these costs.

Southern Door School informal question and answer session

Updates are planned 2-3x/year to ensure transparency and highlight the district's commitment. Since their last visit, they have held Roundtable discussions to better understand what information the community needs to better understand the Districts funding equation. Two members of our Board attended those sessions. They have since created a Fact Sheet sharing details around District Financial Information, District Employee Information, and Information about the new Talon Fitness Center. An FAQ document and another news update will be released soon.

Citizen input-

Citizen questioned the striping on the new pickleball courts. It is not the correct size (is 3' wider than they should be). Mark will connect striping vendor, as it was to be to court regulations.

Consideration of Space – Tim Jeanquart/Walloon Language

Tim was not present so agenda item was delayed until we hear back from him.

Road work:

A **stop sign was removed** by citizen (S. Agamite) on Misere Road and County D. Joe called the County to replace it, which they have. The citizen will pay the bill once we receive it.

Ditch at Kolberg work request. Pagel Farm asked for cost-sharing consideration to clear a silted ditch backing up water and losing 3 acres of farmland. Work is estimated at \$1,050 if Pagel helps with hauling. Concern from the Board is that this would set a new precedent for ditch work on farmland, which the town hasn't done before. **Decision:** No action this year by the Board, but maybe future consideration could be made for upcoming budget, or at least more discussion with farmers. Pagel Farms is planning to go ahead with the work requested this year; they will need to contact 811 (Diggers Hotline); no permits needed, but notifying Joe is recommended.

Bid consideration for various sections of road work in the town were received by Scott Construction, Farhner Asphalt, and the County. After much discussion and consideration of the budget the following bids were awarded, with work to be done this summer.

Motion Marchant/Vandertie unanimously carried by voice vote to award the following bids for road work:

Cedar Lane (.54 miles)	to Scott Construction	at \$15,269	for hot oil seal coat
Renier Road (.98 miles)	to Scott Construction	at \$27,711	for hot oil seal coat
Cemetary Road	to County of Door	at \$79,890	for overlay

Joe signed the Scott quote and returned it to Scott Rep who was in attendance. Joe will call the County tomorrow. Farhner Rep was also present for the opening.

This road work, along with the grass cutting and Swamp Road work, already approved, total of \$195,194 in road work expenses for the year.

Priority road work for next year will include Neinas Road (.08 miles of overlay), Norm's Road (.06 miles), Low Road (.70 miles), and Snow Road (20 miles). Board will watch to see how the overlay option turns out this year to see if it is a viable option moving forward.

Town Park:

Tractor Disposition: Tractor has been cleaned up and placed for sale at the Center and posted on Craig's List and FaceBook Marketplace for \$5750. There has been 1 inquiry, but not longer corresponding. If not sold within next week or so, price will be lowered to \$5000, as it makes sense to get rid of it since it is not being used. The extra space in the storage building will be utilized by the Youth Group, for storage of the leveler (kept out of the way of the lawnmower).

Games and Concessions: Games are scheduled to start in the park on May 20th. Lions will be doing concessions again for all the ball games. Kevin Jandrin will be coming to check the compressors. The water needs to be turned on - Mark to talk with Joe Paye or Darren DeClark about this.

Cleaning of park Bathrooms: With Gerald Rouer hired to cut lawn, Jim and Penny Wautier have agreed to do the routine cleaning and supply checks for the bathrooms for the summer, with their time being added to Penny's monthly expense request. Penny has a Town credit card, so this will make it easy to order. We will be moving to the big rolls of TP to reduce monitoring. Sanitary pumping will also need to be checked regularly. Jim and Penny will also will be listed as contacts to call if something is needed at the park (ie: doors unlocked, etc).

Sealed bids for Bathrooms: Three sealed bids were opened.

Vendor	Bathroom Bid	3,000gal Holding Tank Option
Reese Group, Mountain, WI	\$287,924	\$15,707
Portside Builders	\$171,690	\$15,501
Buhr Construction	\$206,803.63	\$14,767.50

Current grants and/or funding secured toward this project include Destination Door County \$75K, \$25K Lions Club, and \$25K from our budget. We have applied for an additional request of \$65K from Raibrook and we should find out by the end of the month

Motion Marchant/Vandertie unanimously carried by voice vote to award the Bathroom Project bid to Portside Builders at \$171,690 with the holding tank pending additional grant awards

Final decisions on project scope and related funding allocations will be placed on next month's agenda

Liquor License Approvals

Picnic Beer & Wine liquor license was submitted for approval, with no changes from last year, by BUG Firefighters Inc for the Car & Motor Show on June 7/8. Having received Dollar General in time for the June Meeting, there are still 2 remaining licenses in-process (Brussels General, and Rouer's).

Motion Marchant/Vandertie unanimously carried by voice vote to approve Picnic Beer & Wine Liquor License to BUG Firefighters for the Car & Motor Show.

Resolution for Authorized Signors

With the change in offices for the Clerk and Treasurer, signors will need to be updated on the bank accounts and other legal documents.

Motion Marchant/Vandertie unanimously carried by voice vote to approve Penny Wautier to replace Lois Maedke, as Treasurer, and Sherri Dantoin to replace Joann Neinas, as Clerk, as Authorized Signors for the Town of Brussels. Joe Wautier will remain unchanged, as Chairman.

Zoning and Inspection Permits

A list of 4 permits were approved during the month of April and shared with the Board for reference.

Landline telephone discontinuance

We are still waiting to hear if we are able to move to an option other than a landline phone for security purposes. Vendor is supposed to be calling Joe to test the signal at the Center. Updates on this next month.

Appointment of members to Zoning Committee's

Joel Daoust was appointed to the Planning Commission by Chairman Joe to a 3 year term.

Motion Marchant/Vandertie unanimously carried by voice vote to approve Joel Daoust to the Planning Commission for a 3 year term

Austin Vandertie was appointed to the Planning Commission by Chairman Joe for as long as he is in office, replacing Lois Maedke, who is no longer in office.

Motion Marchant/J. Wautier unanimously carried by voice vote to approve Austin Vandertie to the Planning Commission as long as he in office

Board of Review

Gary Maccoux has set the dates for the Open Book and Board of Review meetings. Joe, Sherri and Joann Neinas will attend the Open Book meetings to support Gary; full Board is to attend the Board of Review Meeting. Postings will be made as necessary by Sherri. Board of Review Meeting schedule is as follows:

Meeting to Adjourn Board of Review	Wed, June 11, 6:30p
Open Book	Mon, Jun 16 4-6p and Tues, Jun 17 6-8p
Board of Review	Wed, Jul 16, 6:30-8:30p

Clerks Correspondence – Read for Information Only

None reported.

Payment of Bills, Monthly Salaries, Admin Expenses

Motion Marchant/Vandertie unanimously carried by voice vote to approve the monthly bills, salaries, and administrative expenses as presented

Next Meeting

The next meeting is scheduled for June 11th at 6:30pm following a very quick Meeting to Adjourn the Board of Review. July meeting date will be discussed more next month.

Motion Marchant/Vandertie unanimously carried by voice vote to adjourn, 8:46pm