

TOWN OF BRUSSELS

County of Door

Town Board Meeting

February 11, 2026 - 6:30 pm

Brussels Community Center,

1366 Junction Road, Brussels, WI 54204

1. **Agenda**
2. Call to order
3. Pledge of Allegiance
4. Approval of Agenda
5. Approve Clerk Minutes of the January 14, 2026 Meeting
6. Treasurer's report
7. Public Comments (limit 5 minutes per person)
 - a. Supervisor Response
8. Food Truck Ordinance
9. Licenses
 - a. None
10. Building/Zoning
 - a. Permits issued for January
 - b. Baylake Regional Planning/Comprehensive Plan Schedule
 - c. Shipping Containers
 - i. Moratorium
 - ii. Follow-up from variance request
11. Town Roads
 - a. Local Road Improvement Program: Low Road
 - b. Ag Road Improvement Program: Brussels Road
 - c. Repairs needed
 - d. Grass cutting bids
12. Community Center
 - a. Repairs needed
13. Town Park
 - a. Bathroom status
 - b. Award Park Superintendent position for 2026
14. Clerk's correspondence – for information only
 - a. SEP accounts
15. Payment of bills, monthly salaries & administrative expenses
16. Next Regular Monthly Meeting – March 11, 2026, 6:30 pm
17. March Agenda Items
18. Adjourn

Parking Garage:

- Door County Unit meeting, Nov. 12 2026 6pm – speaker, meal

Posted : 2/6/26 Town Hall, Website: townofbrussels.com

Discussion and action may occur on any agenda item unless otherwise noted. Deviation from order may occur. Any person wishing to attend this meeting who, because of disability, requires special accommodations, should contact the clerk at clerk.townofbrussels@gmail.com prior to the meeting.

TOWN OF BRUSSELS

County of Door

Town Board Meeting

January 14, 2026 - 6:30 pm

Brussels Community Center,

1366 Junction Road, Brussels, WI 54204

1. Call to order, 6:30p by Chairman, Joe Wautier
2. Pledge of Allegiance
3. Approval of Agenda, motion Marchant/Vandertie carried unanimously
4. Approve Clerk Minutes of the December 10, 2025 Meeting, motion Vandertie/Marchant carried unanimously
5. Presentation: Amanda Stuck and Sophie Parr, Door County Trails, Strategic Plan. Urged us to reach out to them if we pursue any type of connection trails to increase transportation across the county
6. Treasurer's report, cash position was shared by Treasurer, Penny Wautier. She also confirmed transfer of \$ to a CD with the Bank of Luxemburg, with interest credit of 4% for 6 months. Motion Marchant/Vandertie carried unanimously
7. Public Comments. Discussion of shipping container ordinance by community member who is questioning intended decisions by this board regarding the removal or acceptance of those already in place, and any future requests. The board responded by saying that with the intended review of all zoning ordinances next year, we will initiate a moratorium on this stance for the time being (to be added to February meeting agenda). Sherri will check with Kyle, zoning administrator, on the current status for removal of the variance denied via the Board of Appeals meeting a few months ago.
8. Licenses, none issued
9. Building/Zoning
 - a. Permits issued for December, Kevin Marchant garage service
 - b. Baylake Regional Planning/Comprehensive Plan, no additional details. Sherri will check with Brandon on timing.
10. Town Roads
 - a. Local Road Improvement Program: Low Road, \$33,500 grant received for this
 - b. Ag Road Improvement Program: Brussels Road, grant submitted in . with the Town of Union
 - c. Repairs needed. Received a request by community member to have Elm Road removed from County plowing plan and instead pay another resident to plow. This request is due to timing of when County is able to complete the plowing. Joe talked with County about this and they will try to complete this work a bit earlier, but no guarantees. Request was denied due to liability concerns and setting precedence.
11. Community Center
 - a. Flooring and baseboard was replaced by Josh Massart and bottom of walls were painted by Jim and Penny Wautier. This work has greatly improved the Town Hall atmosphere. Many thanks to all who helped complete this project
12. Town Park
 - a. Bathroom project is almost complete, just waiting on a few remaining items. Billing to be complete in January; following this, Raibrook grant closing paperwork will need to be complete.

13. Transition to .Gov email. This is still a work in progress, with grants still being sought.
14. SEP accounts - These investment accounts for elected officials were typically held by Invesco through Nicolet Bank. This investment vehicle has recently changed over to Schwab Investments. Sherri is working with Nicolet to get these accounts open and active in order to deposit funds for 2025. Motion Marchant/Vandertie to approve the opening of new SEP Investment Accounts with Schwab.
15. Clerk's correspondence – for information only
 - a. 1099's and w2's for 2025 were completed and mailed
 - b. County Primary being held for County Board Supervisor District 17
16. Payment of bills, monthly salaries & administrative expenses. Motion carried Marchant/Vandertie.
17. Next Regular Monthly Meeting – February 11, 2026, 6:30 pm
February Agenda Items – Shipping container moratorium, Status/Follow-up of timing for removal of shipping container recently denied by Board of Appeals, Ordinance for Permit Fee and Application for Food Trucks, Presentation topic ideas for November unit meeting?
18. Adjourn, 7:25pm Marchant/Vandertie

TOWN OF BRUSSELS, DOOR COUNTY, WISCONSIN

ORDINANCE NO. 39-2025

AN ORDINANCE REGULATING FOOD TRUCKS AND MOBILE FOOD VENDORS IN THE TOWN OF BRUSSELS

SECTION 1 – PURPOSE

The purpose of this ordinance is to regulate the operation of food trucks and mobile food vendors in the Town of Brussels to protect public health, safety, and welfare, ensure orderly operations, and provide a mechanism for annual permitting.

SECTION 2 – DEFINITIONS

Food Truck / Mobile Food Vendor:

A vehicle, trailer, or cart from which food or beverages are sold to the public, either for immediate consumption or takeaway.

SECTION 3 – PERMIT REQUIREMENT

1. No person may operate a food truck or mobile food vendor in the Town of Brussels without first obtaining an **annual permit** issued by the Town.
2. The permit is valid for the calendar year and expires **December 31, 2026, and annually thereafter.**
3. The permit fee shall be as posted on the Town's **Fee Schedule**, available on the Town website.

SECTION 4 – APPLICATION AND PERMIT REQUIREMENTS

To obtain a permit, applicants must submit:

1. A completed application form provided by the Town, including:
 - Applicant name, business name, contact information, and Wisconsin seller's permit number (if applicable).
 - Vehicle information: make, model, license plate, VIN.
 - Proposed vending location(s) with site permission from property owners (if applicable).
 - Type of food or beverages to be sold.
 - Hours of operation (limited to 8:00 a.m. – 10:00 p.m.).
2. Proof of current **liability insurance** providing at least \$1,000,000 per occurrence.
3. Copy of Door County **Public Health license** or certification.
4. Acknowledgement of compliance with operational rules:

- No amplified sound.
 - No additional signage beyond what is on the vehicle.
 - Not allowed to operate in the Town Park when events are occurring that utilize the fields for parking, due to public safety concerns.
5. Provide the Town at least **10 days' prior notice** before beginning operations at a new location.

SECTION 5 – OPERATIONAL RULES

1. Food trucks may operate **only at approved locations**.
2. Hours of operation shall be **8:00 a.m. – 10:00 p.m.**.
3. Amplified sound and additional signage beyond the vehicle are prohibited.
4. Vehicles must comply with all applicable state and local **health and safety regulations**.

SECTION 6 – ENFORCEMENT AND ACCOUNTABILITY

1. The Town Clerk or their designee shall monitor compliance with this ordinance.
2. Permits may be **suspended, revoked, or denied renewal** for violations, including:
 - Operating without a valid permit.
 - Violating operational hours, noise, or signage rules.
 - Failing to maintain required insurance or health certifications.
3. Violators may also be subject to **penalties under state law and Town ordinances**.

SECTION 7 – SEVERABILITY

If any provision of this ordinance is held invalid, the remainder of the ordinance shall remain in full force and effect.

SECTION 8 – EFFECTIVE DATE

This ordinance shall take effect on the day following its publication. Ordinance shall apply to all food trucks and mobile food vendors operating within the Town of Brussels after approval date.

Adopted this 11th day of February 2026

TOWN OF BRUSSELS

By: Joe Wautier, **Chairperson** _____

Attest: Sherri Dantoin, **Town Clerk** _____

TOWN OF BRUSSELS, DOOR COUNTY, WI

FOOD TRUCK / MOBILE FOOD VENDOR ANNUAL PERMIT APPLICATION

Permit Year: 2026

SECTION 1 – APPLICANT INFORMATION

Name of Owner / Operator: _____

Business Name (if different): _____

Mailing Address: _____

Phone: _____ **Email:** _____

Wisconsin Seller's Permit Number (if applicable): _____

SECTION 2 – VEHICLE INFORMATION

Vehicle Make / Model: _____

License Plate #: _____ **State:** _____

Vehicle Identification Number (VIN): _____

Insurance Provider: _____ **Policy #:** _____

Coverage Amount: Minimum \$1,000,000 per occurrence (attach proof)

SECTION 3 – FOOD SERVICE INFORMATION

Type of Food / Beverages to be Sold: _____

Door County Public Health License / Certification #: _____

(Attach copy)

Proposed Vending Locations:

(Include address, site map, and written permission from property owner if on private property)

1.

2.

3.

Hours of Operation: 8:00 a.m. – 10:00 p.m.

SECTION 4 – ADDITIONAL REQUIREMENTS / ACKNOWLEDGEMENTS

- ☐ I have read and will comply with the Town of Brussels Food Truck Ordinance No. ____-2025
- ☐ Permit is valid only for the vehicle and locations listed and is non-transferable
- ☐ I will maintain all required licenses, insurance, and certifications during the permit period
- ☐ I understand that failure to comply may result in suspension, revocation, or non-renewal of the permit
- ☐ I grant permission for Town officials to inspect my vehicle and vending operations during permitted hours
- ☐ Amplified sound and additional signage beyond the vehicle are prohibited

SECTION 5 – REQUIRED ATTACHMENTS

- ☐ Copy of Door County Public Health License / Certification
- ☐ Proof of Liability Insurance (\$1,000,000 minimum)
- ☐ Vehicle Registration
- ☐ Wisconsin Seller's Permit (if applicable)
- ☐ Site Permission / Map for Vending Location(s)

SECTION 6 – APPLICATION FEE

Fee Amount: \$ _____ (as listed on Town Fee Schedule)

Payment Method: ☐ Check ☐ Cash ☐ Online

SECTION 7 – SIGNATURE

I hereby certify that the information provided in this application is true and accurate to the best of my knowledge.

Signature of Applicant: _____ **Date:** _____

Town Clerk / Official Receipt: _____ **Date:** _____

OFFICE USE ONLY

Permit #: _____

Date Issued: _____

Expiration: December 31, 2026

Approved by Town Clerk / Designee: _____

**Town of Brussels
Fee Schedule**

As of 09/01/2025 unless otherwise noted

Special Assessment Letters	\$15.00 (\$9.00 town, \$6.00 clerk)
Copy of town records	\$.25 per page

Permit Fees:

Class A & B beer license	\$100.00	
Class A & B liquor license	\$125.00	
Cigarette & tobacco products	\$ 25.00	
Operators (bartenders) license	\$ 10.00	
Quarry Permit (5 yrs)	\$500.00	effective 01/01/2026

Food Truck/Mobile Food Vendor \$xxxxx

Community Center (effective 01/01/2026):

A security deposit of \$150.00 is also charged and returned if facility is cleaned per rules

Residents	\$200.00
Non-residents of Town	\$250.00

Town Park pavilion (effective 01/01/2026):

(No security deposit required, includes use of bathrooms)

Residents or non-residents	\$125.00
Non-residents of Town	\$150.00

INSPECTION SPECIALISTS LLC

P.O. Box 22, Brussels, WI 54204

Monthly Permit Report -Town of Brussels

JANUARY 2026

Date	Permit #	Owner	Contractor	St #	Address	Project	Value	Fee
1/15	B1-26-1B	Gary Grunwald	Harborwood Builders	1783	DK, Cty	Addition, garage	\$40,000	\$108.00
1/15	B2-26-1E	Gary Grunwald	Columb Electric	1783	DK, Cty	Addition, garage		\$60.00
1/21	B3-26-1E	Marc VandenHouten	Current Electric	1720	C, Cty	Generator & Service	\$10,000	\$75.00

Total \$243.00

-10% -\$24.30

State Seal

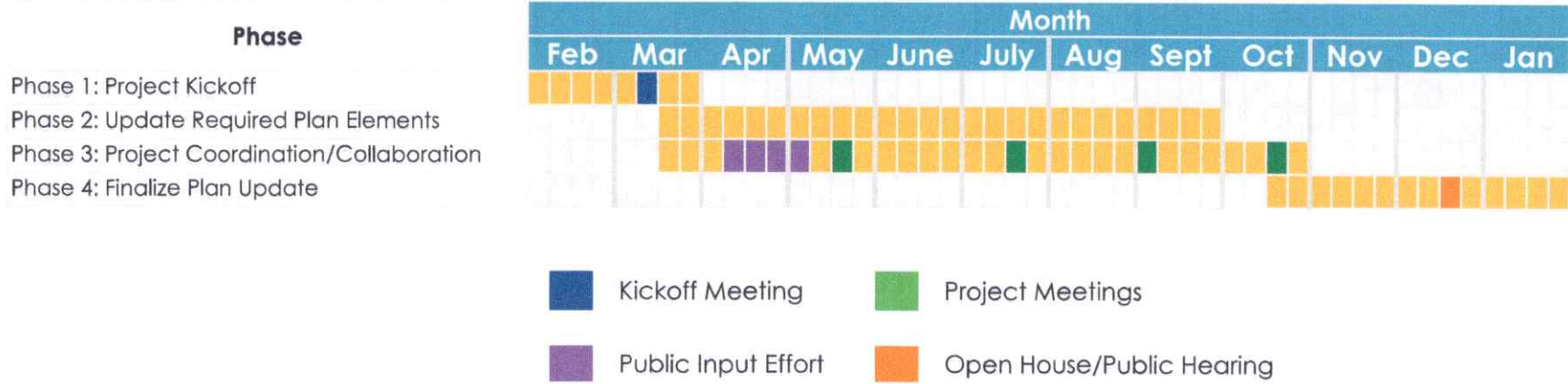
TOTAL
OWED

\$218.70

Zoning Permit

Grunwald - Addition 900 sq ft \$170.00
 1st \$40,000.00

Town of Brussels Comprehensive Plan Update - Proposed 2026-27 Timeline



TOWN OF BRUSSELS, DOOR COUNTY, WISCONSIN

RESOLUTION NO. 2026-01

A RESOLUTION ESTABLISHING A TEMPORARY MORATORIUM ON DECISION-MAKING RELATED TO SHIPPING CONTAINERS AND SIMILAR STRUCTURES

WHEREAS, The Town of Brussels has adopted zoning regulations to protect public health, safety, and general welfare; and

WHEREAS, The current Zoning Ordinance does not expressly regulate shipping containers, resulting in uncertainty and inconsistent administration; and

WHEREAS, The Town is undertaking a comprehensive zoning update, anticipated for completion in 2027, that will address shipping containers and similar structures; and

WHEREAS, A temporary pause on accepting and deciding shipping-container-related matters is reasonably necessary to preserve the status quo during this active planning effort and may be adopted by resolution as an interim administrative measure;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Brussels, Door County, Wisconsin, as follows:

Section 1. Moratorium Imposed

A temporary moratorium is hereby established directing Town staff, including the Zoning Administrator, to not accept, receive, process, or schedule for review any applications, permits, requests, or approvals that would authorize the placement, construction, conversion, or use of shipping containers or similar intermodal freight containers within the Town of Brussels.

No application subject to this moratorium shall be deemed filed or complete during the effective period of this Resolution.

No decision shall be made by the Town Board, Plan Commission, Zoning Administrator, or any other Town body on any shipping container or similar structure that was placed prior to the effective date of this Resolution, unless the Town Board has already taken formal action on a related request prior to the effective date.

Section 2. Scope of Moratorium

This moratorium shall apply to shipping containers and similar structures proposed for use as:

- Principal buildings;
- Accessory structures;
- Temporary or seasonal structures; or

- Outdoor storage units,

regardless of zoning district, unless expressly exempted under Section 3 of this Ordinance.

Section 3. Exemptions

The moratorium shall not apply to:

1. Shipping containers lawfully placed or permitted prior to the effective date of this Ordinance;
2. Containers actively used in connection with permitted agricultural or industrial operations for freight transport or loading/unloading, where the container is not intended for long-term placement or conversion to a structure;
3. Emergency uses authorized by the Town Board where necessary to protect public health or safety.

Section 4. Duration

This moratorium shall remain in effect until the earlier of:

- Adoption of zoning ordinance amendments regulating shipping containers; or
- December 31, 2027.

The Town Board may extend, amend, or repeal this moratorium by ordinance if necessary to complete the zoning update process.

Section 5. Findings and Intent

This moratorium is adopted for the purpose of allowing sufficient time for study, public input, and the development of clear and consistent zoning standards. It is not intended to create vested rights, nor to affect the enforcement of existing zoning violations.

Section 6. Severability

If any section, provision, or portion of this Ordinance is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect the validity of the remaining provisions.

Section 7. Effective Date

This Resolution shall take effect upon adoption.

Adopted by the Town Board of the Town of Brussels this ____ day of _____, 2026.

Town Chair: _____ Chairman, Joe Wautier

Attest: _____ Clerk, Sherri Dantoin

TOWN OF BRUSSELS
Door County Wisconsin

Town Officials

Chairman

Joe Wautier
1469 County DK
Brussels, WI 54204
920-493-0509

Supervisor

Mark Marchant
9420 Cemetery Road
Brussels, WI 54204
920-495-7013

Supervisor

Austin Vandertie
1144 County Road C
Brussels, WI 54204
920-495-2428

Zoning Administrator

Kyle Guilette
PO Box 22
Brussels, WI 54204
920-495-3201

Clerk

Sherri Dantoin
1609 Orchard View Lane
Brussels, WI 54204
920-493-1836

Treasurer

Penny Wautier
1580 County Road C
Brussels, WI 54204
920-493-1429

Constable

Matt Phillips
9036 School Road
Brussels, WI 54204
920-559-1469

Dear Mr. Wilkymacky,

The Brussels Town Board is writing to formally request your compliance with the decision recommended by the Board of Appeals and approved by the Board of Directors at its recent meetings regarding the shipping container located on your property at 1363 County Road C.

At that meeting, the Town Board confirmed that the shipping container is not permitted under the Town's zoning ordinance and must be removed from the property. This letter serves as written notice of that decision and the required corrective action.

You are hereby directed to remove the shipping container from the property no later than **xxxxx**

Please be advised that failure to comply with the Town Board's decision by this deadline may result in further enforcement action as allowed under the Town's ordinances and applicable state law.

If you have questions regarding this matter or wish to confirm compliance, you may contact:

xxx

Thank you for your prompt attention to this matter.

Sincerely,

Brussels Town Board
Town of Brussels

Town of Brussels
Check Detail
February 1 - 11, 2026

TOWN OF BRUSSELS
CHECK DETAIL -CHECK RUN 2/11/26

Type	Num	Amt	Date	Name	Account	Paid Amount	Amount
Check	13542	\$ 85.46	02/11/2026	T-Mobile	Bank of Luxemburg		-85.46
					General govt. expense	-85.46	85.46
						-85.46	85.46
Check	13543	\$ 1,409.28	02/11/2026	Wisconsin Public Service Corp	Bank of Luxemburg		-1,409.28
					Park expense	-334.73	334.73
					Street lighting	-690.89	690.89
					Town hall expense	-383.66	383.66
						-1,409.28	1,409.28
Check	13544	\$ 419.47	02/11/2026	Chase Card Services	Bank of Luxemburg		-419.47
					Town hall expense	-37.51	37.51
					Town hall expense	-145.57	145.57
					Town hall expense	-161.16	161.16
					Town hall expense	-40.04	40.04
					General govt. expense	-9.99	9.99
					General govt. expense	-25.20	25.20
						-419.47	419.47
Check	13545	\$ 122.78	02/11/2026	Peninsula Pulse LLC	Bank of Luxemburg		-122.78
					Legal expense	-122.78	122.78
						-122.78	122.78
Check	13546	\$ 37,663.13	02/11/2026	Board of Commissioners	Bank of Luxemburg		-37,663.13
					Debt service - interest	-11,864.53	11,864.53
					Debt service - principal	-25,798.60	25,798.60
						-37,663.13	37,663.13
Check	13547	\$ 450.00	02/11/2026	Floors by Josh	Bank of Luxemburg		-450.00
					Town hall expense	-450.00	450.00
						-450.00	450.00
Check	13548	\$ 130.00	02/11/2026	Wisconsin Towns Association	Bank of Luxemburg		-130.00
					Supervisor 2 exp reimburse	-65.00	65.00
					Chairman exp reimburs	-65.00	65.00
						-130.00	130.00
Check	13549	\$ 2,629.60	02/11/2026	GFL Environmental	Bank of Luxemburg		-2,629.60
					Disposal site expense	-2,629.60	2,629.60
						-2,629.60	2,629.60
Check	13550	\$ 23,039.71	02/11/2026	Door County Treasurer	Bank of Luxemburg		-23,039.71
					Highway maintenance	-571.05	571.05
					Highway snow plowing	-22,468.66	22,468.66
						-23,039.71	23,039.71
Check	13551	\$ 96,682.00	02/11/2026	Portside Builders, Inc	Bank of Luxemburg		-96,682.00
					Park expense	-89,923.00	89,923.00
					Park expense	-6,759.00	6,759.00
						-96,682.00	96,682.00
Check	13552	\$ 150.00	02/11/2026	brenda Madden	Bank of Luxemburg		-150.00
					Community Ctr sec dep refunds	-150.00	150.00
						-150.00	150.00
Check	13553	\$ 150.00	02/11/2026	Travis Price Masonry	Bank of Luxemburg		-150.00
					Community Ctr sec dep refunds	-150.00	150.00

Town of Brussels
Check Detail
February 1 - 11, 2026

					-150.00	150.00
Check	13554	\$	218.70	02/11/2026 Inspection Specialist LLC	Bank of Luxembourg	-218.70
				Inspection fees	-218.70	218.70
					-218.70	218.70
Check	13555	\$	345.00	02/11/2026 D.K. Property Service	Bank of Luxembourg	-345.00
				Town hall expense	-345.00	345.00
					-345.00	345.00
Check	13556	\$	2,358.00	02/11/2026 Jeff Naze Construction	Bank of Luxembourg	-2,358.00
				Town hall expense	-2,358.00	2,358.00
					-2,358.00	2,358.00
Check	13557	\$	574.87	02/11/2026 Joe Wautier	Bank of Luxembourg	-574.87
				Chairman exp reimburs	-583.33	583.33
				Medicare tax	8.46	-8.46
					-574.87	574.87
Check	13558	\$	410.63	02/11/2026 Mark Marchant	Bank of Luxembourg	-410.63
				Supervisor 1 wages	-416.67	416.67
				Medicare tax	6.04	-6.04
					-410.63	410.63
Check	13559	\$	410.63	02/11/2026 Austin Vandertie	Bank of Luxembourg	-410.63
				Supervisor 2 wages	-416.67	416.67
				Medicare tax	6.04	-6.04
					-410.63	410.63
Check	13560	\$	1,255.53	02/11/2026 Sherri Dantoin	Bank of Luxembourg	-1,255.53
				Clerk wages	-1,250.00	1,250.00
				Clerk exp reimbursed	-24.00	24.00
				Medicare tax	18.47	-18.47
					-1,255.53	1,255.53
Check	13561	\$	847.53	02/11/2026 Penny Wautier	Bank of Luxembourg	-847.53
				Treasurer wages	-500.00	500.00
				Treasurer exp reimbursed	-360.00	360.00
				Medicare tax	12.47	-12.47
					-847.53	847.53
Check	13562	\$	370.85	02/11/2026 Kyle Gullette	Bank of Luxembourg	-370.85
				Zoning admin exp reimbursed	-400.00	400.00
				Social security	24.80	-24.80
				Medicare tax	4.35	-4.35
					-370.85	370.85
Check	13563	\$	372.17	02/11/2026 Dan Londo	Bank of Luxembourg	-372.17
				Disposal site workers wages	-403.00	403.00
				Social security	24.99	-24.99
				Medicare tax	5.84	-5.84
					-372.17	372.17
Check	13564	\$	277.05	02/11/2026 Jason Norton	Bank of Luxembourg	-277.05
				Social security	18.60	-18.60
				Medicare tax	4.35	-4.35
					22.95	-22.95
Total			\$ 170,372.39			