

TOWN OF BRUSSELS

County of Door

Town Board Meeting

March 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 February 11, 2026 Meeting
6. Presentation: SueAnn Hubbard, Southern Door School, Operational Referendum
7. Treasurer's report
8. Public Comments (limit 5 minutes per person)
 - a. Supervisor Response
9. Licenses
 - a. None
10. Building/Zoning
 - a. Permits issued for February
 - b. Shipping Container ordinance
 - i. Kyle Guilette to present options for consideration
 - c. Baylake Regional Planning/Comprehensive Plan
11. Town Roads
 - a. Local Road Improvement Program: Low Road
 - b. Ag Road Improvement Program: Brussels Road
 - c. Grass cutting bids
 - d. Repairs needed
12. Community Center
13. Town Park
 - a. Bathrooms –Door County Community Foundation grant closed
 - b. NiceView Janitorial Contract
14. Disposal Site contract
 - a. Expires December 31, 2026
15. Clerk's correspondence – for information only
 - a. SEP accounts
16. Payment of bills, monthly salaries & administrative expenses
17. Next Regular Monthly Meeting – April 8, 2026, 6:30 pm
18. April Agenda Items
19. Adjourn

Parking Garage:

- Door County Unit meeting, Nov. 12 2026 6pm – speaker, meal
- Transition to .Gov email

Posted 3/6/26: 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 Meeting Minutes

Wednesday, February 11, 2026 – 6:30 PM

Brussels Community Center

Board Members Present

Chair Joe Wautier; Supervisors Mark Marchant/Austin Vandertie; Treasurer Penny Wautier; Clerk Sherri Dantoin

Call to Order

Chairman Wautier called the meeting to order at 6:30 PM. The Pledge of Allegiance was recited.

Approval of Agenda

Motion by Marchant, seconded by Vandertie, to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes – January 14, 2026

Motion by Vandertie, seconded by Marchant, to approve the minutes. Motion carried unanimously.

Treasurer's Report

Motion by Marchant, seconded by Vandertie, to approve the Treasurer's Report. Motion carried unanimously.

Public Comment

No public comments were made.

Food Truck Ordinance

The annual permit fee was set at \$200 per year. The Clerk was authorized to accept and issue permits unless additional guidance from the Board is needed. All proposed forms were approved.

Motion by Marchant, seconded by Vandertie, to approve. Motion carried unanimously.

Licenses and Permits

- Licenses Issued: None
- Permits Issued (January): Building/Zoning permits were reviewed

Zoning and Planning

Bay-Lake Regional Planning / Comprehensive Plan

A proposed meeting schedule was received. The Comprehensive Plan process is anticipated to begin in early to mid-March.

Shipping Containers/Moratorium

The Board discussed a proposed moratorium on shipping containers. Action was delayed for one month to allow consideration of other options as investigated by Zoning Administrator. The Clerk was directed to contact Bay-Lake Regional Planning to better understand the process for making ordinance changes ahead of the full plan update planned for 2027.

Follow-up from Variance Request

A draft letter regarding the previously denied variance was reviewed. A compliance date of May 1, 2026 was established. The Clerk was directed to send the letter sharing this date.

Motion by Marchant, seconded by Vandertie, to approve. Motion carried unanimously.

Town Roads

Grass cutting bids were discussed; to be added to March agenda and published in the upcoming newspaper.

Community Center

No repairs were identified. Recent renovations of flooring, painting and deep cleaning were complimented.

Town Park

Bathroom Project

The bathroom project is nearly complete. The final bill was received and submitted for payment. The facilities will be available for activities this spring.

Park Superintendent

The 2026 Park Superintendent position was awarded to Gerald Rouer for \$4,500. Duties will include garbage maintenance but will not include bathroom cleaning.

Motion by Marchant, seconded by Vandertie, to approve. Motion carried unanimously.

Clerk's Report (Information Only)

- SEP retirement accounts are established and are ready for deposit

Approval of Claims and Financial Reports

Motion by Marchant, seconded by Vandertie, to approve payment of monthly claims, salaries, and administrative expenses as presented. Motion carried unanimously.

Next Regular Meeting

Wednesday, March 11, 2026 – 6:30 PM

Anticipated Agenda Items:

- Highway grass cutting bids
- Shipping containers – Zoning Administrator/Clerk updates
- Disposal site contract (expires end of 2026)

Adjournment

Motion by Marchant, seconded by Vandertie, to adjourn the meeting at 7:15 PM. Motion carried unanimously.

Respectfully submitted, Sherri Dantoin, Town Clerk

INSPECTION SPECIALISTS LLC

P.O. Box 22, Brussels, WI 54204

Monthly Permit Report -Town of Brussels

February 2026

Date	Permit #	Owner	Contractor	St #	Address	Project	Value	Fee
2/3	B4-26-2B	Daren DeClark	Owner	9605	Gardner Road, E	Detached garage addition	\$50,000	\$219.00
2/3	B5-26-2E	Daren DeClark	Owner	9605	Gardner Road, E	Detached garage addition		\$100.00
2/3	B6-26-2H	Daren DeClark	Owner	9605	Gardner Road, E	Detached garage addition		\$50.00
2/9	B7-26-2B	Phillip Pierre	Justin LaCrosse	1315	DK, Cty	Interior Stair Alteration	\$8,000	\$75.00 ✓
2/23	B8-26-2E	Dominic Baye	Abcon Electric	1760	Cedar Lane	Service, temporary		\$75.00 ✓

Total \$519.00

-10% -\$51.90

State Seal \$0.00

TOTAL
OWED **\$467.10**

Zoning
DeClark \$170.00 *Garage*
Spade \$100.00 ✓ *Barn*
\$270.00

NICE VIEW JANITORIAL
OFFICE: 1819 FARLIN AVE
GREEN BAY WI 54302
niceview2@yahoo.com
(920) 255-5023

AMENDED 3/2/2026
To correct contact
People

Name: Brussels Town Hall Rt # 9

MARK Cell: (920) 495-7013 Main (920) 493-1429 Other: _____
(Penny)

CONTACT
Caretaker: Joe Wautier Caretaker's phone # (920) 493-0509

The following services are scheduled for you in 2026. Please note this is the same schedule as you agreed to in 2025. All dates for services are approximate & subject to change due to weather or unforeseen circumstances. PLEASE MARK YOUR CALENDARS. IF contact information has changed please notify us by e-mail or text immediately. Please be sure we have a current email address, billing address and phone number on file for you. WE WILL CONTACT YOUR CARETAKER TO LET US IN YOUR HOME IF NECESSARY.

Inside cleaning ONLY: 4/23 + 10/8 *If we do not have your key or you are not available to let us in, please call to make other arrangements as soon as possible. IF YOU ARE A FULL TIME RESIDENT, WE ASK THAT YOU LEAVE THE HOME ONLY WHILE WE'RE CLEANING OR KEEP YOUR DISTANCE TO AVOID DISTRACTIONS. INSIDE WINDOW WASHING IS ONLY DONE IN MARCH AND APRIL DUE TO TIME RESTRAINTS.*

*\$60.00
each VISIT*

Peninsula Pest Solutions spray date: _____ spring; _____ fall. If being sprayed a third time in 2026 _____. IF YOU WANT ANYONE OTHER THAN PENINSULA PEST SOLUTIONS TO SPRAY FOR YOU, PLEASE NOTIFY US IMMEDIATELY BY EMAIL OR TEXT. YOU ARE RESPONSIBLE FOR NOTIFYING THEM OF OUR WINDOW WASHING DATES. PENINSULA PEST SOLUTIONS WILL AUTOMATICALLY COORDINATE WITH US. *If you have another sprayer, we will not be held responsible if your sprayer comes after the windows are washed.* We received very positive reviews and have worked with Blake in the past and request your trust to provide the best spraying services for you.

All outside window washing only – dates of: 4/23/26 & 10/8/26 *\$60.00 each VISIT*
(This service available year around on an every four week schedule).

Wash outside view windows only – dates of: _____
This service is scheduled automatically every four weeks AND available year around.

Please return a COPY of this service agreement ONLY if you want to make any changes or email changes. If not returned, we will proceed with the services scheduled. Please keep a copy for your records. Thank you for your business. *If services cancelled at last minute, mileage rates or cancellation fees may apply.*