

Town of Brussels

County of Door

Website: TownOfBrussels.com

Joe Wautier, Chairman

Mark Marchant, Supervisor #1
Austin Vandertie, Supervisor #2

Sherri Dantoin, Clerk
Penny Wautier, Treasurer

Town Board Meeting

May 13, 2026 6:30pm

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 April 21, 2026 Meeting
6. Annual Minutes of April 21, 2026
7. Treasurer's report
8. Presentation: Destination Door County/Door County Tourism Zone
9. Public Comments (limit 5 minutes per person)
 - a. Supervisor Response
10. Liquor Licenses
 - a. Dean Vandertie, Belgian Delight LLC – Class B, Beer and Liquor license
 - b. Brussels Lions Club, Belgian Days, July 9-12 – Temp Beer & Wine
 - c. St Francis/St Mary's, Kermis, Sept 6 – Temp Beer & Wine
 - d. Still remaining: Marchants, Dollar General, Rouer's
11. Building/Zoning
 - a. Permits issued for April
 - b. Shipping Container Ordinance
 - c. Update from Kyle (Zoning) regarding Sewer in Town
 - d. Resolution: Rezoning request
12. Town Roads
 - a. Consideration of Seal Coating bids
 - b. Other Road Overlay bids
 - c. Local Road Improvement Program: Low Road
 - d. Ag Road Improvement Program: Brussels Road resubmitted
13. Disposal Site – Approve Entrance Gates
14. Community Center
 - a. Repairs needed?
15. Town Park
 - a. Work needed?
16. Clerk's correspondence – for information only
17. Payment of bills, monthly salaries & administrative expenses
18. Next Regular Monthly Meeting – June 10, 2026, 6:30 pm
19. June Agenda Items
20. Adjourn

Posted 5/11/26

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
TOWN BOARD MEETING MINUTES**

Tuesday, April 21, 2026 – Immediately Following Annual Meeting
Brussels Community Center

The Town Board Meeting of the Town of Brussels was called to order at 6:08 p.m. by Chairman Joe Wautier, with a motion by Vandertie and seconded by Marchant.

Roll Call

Board Members Present: Chair Joe Wautier; Supervisors Mark Marchant and Austin Vandertie; Treasurer Penny Wautier; Clerk Sherri Dantoin.

Pledge of Allegiance - recited

Approval of Agenda

Motion by Marchant, seconded by Vandertie, to approve the agenda, with Item 9.b. tabled due to the absence of the Zoning Administrator. Motion carried.

Approval of Minutes

Motion by Vandertie, seconded by Marchant, to approve the minutes of the March 11, 2026 Town Board Meeting. Motion carried.

Treasurer's Report

Treasurer Penny Wautier reported that the bank transitioned to a new system in early March, resulting in limited deposits during that time. Normal operations are expected to resume in April. Motion by Marchant, seconded by Vandertie, to approve the Treasurer's Report. Motion Carried.

Public Comments/Supervisor Response - None

Liquor Licenses

Motion by Vandertie, seconded by Marchant, to approve the following licenses with no concerns. Motion carried:

- Kolberg Athletic Club – 6-month beer license
- BUG Firefighters Car & Motor Show (June 6-7) – Temporary Beer & Wine License
- BUG Firefighters BBQ Rib Cook Off (June 19,20)–Temporary Beer & Wine License

Building/Zoning Permits

Permits issued for March were approved. Motion Marchant, second by Vandertie. Motion carried.

Planning Commission Committee

- Consideration of an ordinance on shipping containers was deferred to the next meeting.
- Bay-Lake Regional Planning/Comprehensive Plan Update: Marchant provided an update on the initial Planning Commission meeting and project timeline. Members have assignments to complete prior to the next meeting; the process is expected to proceed smoothly.
- Rezoning Request: The Alberts family requested rezoning of 80,163 sq. ft. from light commercial to rural residential for the purpose of building a home. The Planning Commission and Zoning Administrator reviewed the request and identified no concerns.

Motion Marchant, seconded by Vandertie to approve the Planning Commission recommendation for rezoning as per request and submittal. Motion carried.

Town Roads

Motion by Marchant, seconded by Vandertie, to approve the following road work identified during inspection. Motion carried:

- Morning View Road – \$43,946
- Rabbit Road (2 patches) – \$11,708
- Marsh Road (4 patches and overlay) – \$30,147
- Norm's Road (culvert) – \$5,220
- Total of \$91,021

Additionally, 2.44 miles of road were identified for seal coating. A bid request will be published by May 12, 2026, at 5:00 p.m., with consideration at the May meeting.

Town Board agreed that they may want to just get the road work done that is needed this year since we have funds available. Final decisions once cost of seal coating is determined.

Local Road Improvement Program (Low Road) remains pending.

Agricultural Road Improvement Program (Brussels Road): The initial grant application with Union was not received; the project will be resubmitted under another grant opportunity.

Community Center – No report.

Town Park

- Karen Stroschein – Summer Music Event: No event planned for 2026; maybe 2027?
- Mimi Schmidt-Smith – Pickleball in the Park: The Door County Pickleball Club proposed installing windscreens (at their expense) with their logo, along with benches and additional improvements. The Town agreed to add a trash can, fill cracks in the blacktop, and repair the rolled fence. Motion by Vandertie, seconded by Marchant, to approve the proposal and related improvements. Motion carried.
- Youth SD Softball/Baseball Group: Representatives Jason Dart and Bridgette Spude presented preliminary plans for adding a third athletic field. The project would be funded outside of the Town budget. Additional information will be presented following further planning and cost analysis.

Transportation Resolution

Motion by Marchant, seconded by Vandertie, to approve the Transportation Resolution. The Clerk will forward the signed resolution to the Governor's Office and Wisconsin Towns. Motion carried.

Clerk's Correspondence

Clerk Dantoin shared AODA Festival Kits with the Wautiers for use at upcoming events.

Payment of Bills

Two check runs were completed this month due to meeting timing, along with two manual checks (\$100 for a Community Center refund and \$550 to JJ Excavating), for a total of \$50,162.59. Motion Marchant, second by Vandertie to approve the Monthly salaries and administrative expenses. Motion Carried.

Next Meeting/Next Agenda:

The next regular monthly meeting is scheduled for May 13, 2026, at 6:30 p.m.

Agenda Items: Shipping Container Ordinance, Seal Coat Bid Consideration

Adjournment

Motion by Vandertie, seconded by Marchant, to adjourn the meeting. Motion carried.

**Annual Town Board Meeting Minutes
Tuesday, April 21, 2026 at 6:00 p.m.**

Board Members Present

Chair Joe Wautier; Supervisors Mark Marchant/Austin Vandertie; Treasurer Penny Wautier; Clerk Sherri Dantoin. Other town members present: Jim Wautier.

The Annual Town Meeting of the Town of Brussels was called to order at 6:00 p.m. by Chairman Marchant, with a motion by Marchant and seconded by Vandertie.

Approval of Minutes

Motion by Marchant, seconded by Vandertie, to approve the minutes of the April 15, 2025 Annual Meeting. Motion carried.

2025 Annual Financial Report

The Clerk presented the 2025 Annual Financial Report and noted the following:

- An overpayment from the State in the amount of \$26,760.59 was received for 100% of the ARIP grant, though only 90% should have been paid. This amount had not yet been invoiced as of December 31, 2025. As a result, revenues are overstated by this amount in the 2025 report.
- Donations totaling \$140,000 were received for the bathroom project during 2025; however, only \$90,719 was expended, with the remaining balance to be paid in 2026. This results in an overstating of revenues for 2025 of \$49,281.
- Adjusting for the above differences, the Town would have showed a Net Loss of \$62,708.30 for 2025.

Clerk explained that both items are timing differences that will be reflected in 2026 financials.

Motion by Marchant, seconded by Vandertie, to approve the 2025 Annual Financial Report as presented. Motion carried.

Other Business

None.

Set 2027 Annual Meeting

The 2027 Annual Town Meeting was scheduled for April 20, 2027, at 6:30 p.m.

Announcements

- Next Monthly Board Meeting – May 13, 2026
- Open Book – May 4, 2026, from 5:00 p.m. to 7:00 p.m. at the Brussels Community Center
- Board of Review – June 3, 2026, from 6:30 p.m. to 8:30 p.m.

Adjournment

Motion by Vandertie, seconded by Marchant, to adjourn the meeting 6:07pm. Motion carried.

INSPECTION SPECIALISTS LLC

P.O. Box 22, Brussels, WI 54204

Monthly Permit Report -Town of Brussels

APRIL 2026

Date	Permit #	Owner	Contractor	St #	Address	Project	Value	Fee
4/15	B18-26-4E	Nate Fameree	Stauber Electric		Rabbit Road	Ag barn, electrical wiring	\$70,000	\$100.00 ✓
4/20	B19-26-4B	Jay Delwiche	Owner	9785	Cemetery Road	Shed	\$15,000	\$51.00 ✓
4/20	B20-26-4E	Jay Delwiche	Owner	9785	Cemetery Road	Shed		~~\$40.00~~ \$50.00 ✓
4/21	B21-26-4B	St. Francis & St. Mary's Church	Keller Inc	9716	Cemetery Road	Comm. Addition - EARLY START		\$100.00 ✓
4/29	B22-26-4B	Nick Sternard	Franda Builders	9740	School Road	Deck	\$15,000	\$75.00 ✓

Total ~~\$366.00~~ 376.00

-10% ~~-\$36.60~~ -37.60

State Seal \$0.00

TOTAL OWED \$329.40 338.40

Zoning / plan commission Mtg:
Alberts \$300 ✓

Zoning / Delwiche
Accessory structure (deck) \$100 ✓

Zoning / Nick Sternard
deck \$100 ✓

Zoning / Nate Fameree
Ag barn, wiring \$100 ✓

Zoning / Alan Vander Meuse
Accessory structure \$100 ✓

Town of Brussels – Shipping container, proposed ordinance

3.12 (5) Items prohibited as accessory structures.

(a) Shipping Containers shall be prohibited as an accessory structure in all zoning districts listed in section 2.01, except as allowed per sub (7)

3.12 (7) – Shipping Containers. The use of shipping containers as accessory structures shall be permitted in the General Agriculture (GA-2), Light Industrial (LI), and Rural Residential (RR) zoning districts. The following standards shall apply:

(a) A zoning permit is required before placing any shipping container on any parcel

(b) Shipping containers shall be deemed accessory structures subject to all applicable requirements of section 3.12 and other applicable requirements of this ordinance.

(c) A maximum of (2) shipping containers are allowed on a parcel

(d) Shipping containers shall not be stacked on each other or on any other structure which is six (6) inches or greater in height above preconstruction grade elevation.

(e) Shipping containers shall not be located closer to any public road than its associated principal structure and shall meet all setback and yard requirements for the zoning district in which it is located.

(f) Shipping containers shall not be used as a commercial storage facility.

(g) Shipping containers shall not be used as a sign face or sign supporting structure, nor shall they contain any designs or graffiti

13.02 Definitions.

“Shipping Container” means a closed, rectangular, steel crate or box designed for intermodal transport of goods, commonly sized, but not limited to, ISO standards of 8ft wide by 8ft 6inches high by 20ft or 40ft long.

**TOWN OF BRUSSELS
DOOR COUNTY, WISCONSIN**

RESOLUTION NO. 2026-02

RESOLUTION REQUESTING APPROVAL OF A ZONING MAP AMENDMENT

WHEREAS, the Town of Brussels Board adopted Town of Brussels Zoning Regulations; and

WHEREAS, the Door County Board did approve the Town of Brussels Zoning Ordinance in order for the ordinance to go into effect; and

WHEREAS, the Town of Brussels Plan Commission held a duly posted Public Hearing on April 15, 2026, regarding rezoning a parcel from Light Industrial to Rural Residential; and

WHEREAS, the Town of Brussels Plan Commission made a recommendation for a Zoning Map Amendment to rezone Parcel No. 0040003262433A, located at 1604 CTH DK, Brussels, Wisconsin 54204; and

WHEREAS, the Brussels Town Board did adopt the recommendation of the Town of Brussels Plan Commission recommendation for a Zoning Map amendment; and

WHEREAS, the Town of Brussels must have approval of the Zoning Map Amendment by the Door County Board before the amendment can be effective.

NOW THEREFORE BE IT RESOLVED, the Town of Brussels is requesting the Door County Board approve a Zoning Map Amendment to rezone the above stated parcel

Adopted this 13th day of May, 2026

_____	Joe Wautier, Chair
_____	Mark Marchant, Supervisor 1
_____	Austin Vandertie, Supervisor 2

I, Sherri Dantoin, Clerk of the Town of Brussels hereby certify that the above is a true and correct copy of a resolution that was adopted on this 13th day of May, 2026, by the Brussels Town Board of Supervisors.

Sherri Dantoin, Town Clerk

Town of Brussels
Check Detail
May 1 - 13, 2026

Type	Ck Amt	Num	Date	Name	Account	Paid Amt	Original Amt
Check	\$ 39.84	13642	05/13/2026	Peninsula Pulse LLC	Bank of Luxembourg		-39.84
					General govt. expense	-15.52	15.52
					General govt. expense	-24.32	24.32
						-39.84	39.84
Check	\$ 338.40	13643	05/13/2026	Inspection Specialist LLC	Bank of Luxembourg		-338.40
					Inspection fees	-338.40	338.40
						-338.40	338.40
Check	\$ 3,580.42	13644	05/13/2026	Door County Treasurer	Bank of Luxembourg		-3,580.42
					Highway snow plowing	-3,580.42	3,580.42
						-3,580.42	3,580.42
Check	\$ 2,941.30	13645	05/13/2026	GFL Environmental	Bank of Luxembourg		-2,941.30
					Disposal site expense	147.90	-147.90
					Disposal site expense	-2,560.00	2,560.00
					Disposal site expense	-529.20	529.20
						-2,941.30	2,941.30
Check	\$ 614.29	13646	05/13/2026	Joe Wautier	Bank of Luxembourg		-614.29
					Chairman wages	-583.33	583.33
					Medicare tax	9.04	-9.04
					Chairman exp reimburs	-40.00	40.00
						-614.29	614.29
Check	\$ 410.63	13647	05/13/2026	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	\$ 410.63	13648	05/13/2026	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	\$ 1,231.88	13649	05/13/2026	Sherri Dantoin	Bank of Luxembourg		-1,231.88
					Clerk wages	-1,250.00	1,250.00
					Medicare tax	18.12	-18.12
						-1,231.88	1,231.88
Check	\$ 492.75	13650	05/13/2026	Penny Wautier	Bank of Luxembourg		-492.75
					Treasurer wages	-500.00	500.00
					Medicare tax	7.25	-7.25
						-492.75	492.75
Check	\$ 369.40	13651	05/13/2026	Kyle Gullette	Bank of Luxembourg		-369.40
					Zoning Admin salary	-400.00	400.00
					Medicare tax	5.80	-5.80
					Social security	24.80	-24.80
						-369.40	369.40
Check	\$ 286.29	13652	05/13/2026	Dan Londo	Bank of Luxembourg		-286.29
					Disposal site workers wages	-310.00	310.00

Town of Brussels
Check Detail
May 1 - 13, 2026

					Social security	19.22	-19.22
					Medicare tax	4.49	-4.49
						<u>-286.29</u>	<u>286.29</u>
Check	\$	277.05	13653	05/13/2026 Jason Norton	Bank of Luxembourg		-277.05
					Disposal site workers wages	-300.00	300.00
					Social security	18.60	-18.60
					Medicare tax	4.35	-4.35
						<u>-277.05</u>	<u>277.05</u>
Check	\$	6,200.00	13654	05/13/2026 Portside Builders, Inc	Bank of Luxembourg		-6,200.00
					Park expense	-6,200.00	6,200.00
						<u>-6,200.00</u>	<u>6,200.00</u>
Check	\$	150.00	13655	05/13/2026 Jane Jandrin	Bank of Luxembourg		-150.00
					Community Ctr sec dep refunds	-150.00	150.00
						<u>-150.00</u>	<u>150.00</u>
Check	\$	150.00	13656	05/13/2026 Tammy Ahlswe	Bank of Luxembourg		-150.00
				q	Community Ctr sec dep refunds	-150.00	150.00
						<u>-150.00</u>	<u>150.00</u>
Check	\$	39.90	13657	05/13/2026 T-Mobile	Bank of Luxembourg		-39.90
					General govt. expense	-39.90	39.90
						<u>-39.90</u>	<u>39.90</u>
Check	\$	1,278.13	13658	05/13/2026 Bay Lake Regional Planning Commission	Bank of Luxembourg		-1,278.13
					General govt. expense	-1,278.13	1,278.13
						<u>-1,278.13</u>	<u>1,278.13</u>
Check	\$	1,068.37	13659	05/13/2026 Wisconsin Public Service Corporation	Bank of Luxembourg		-1,068.37
					Park expense	-61.10	61.10
					Street lighting	-690.17	690.17
					Town hall expense	-317.10	317.10
						<u>-1,068.37</u>	<u>1,068.37</u>
Check	\$	309.37	13660	05/13/2026 Chase Card Services	Bank of Luxembourg		-309.37
					General govt. expense	-156.00	156.00
					General govt. expense	-18.96	18.96
					General govt. expense	-34.80	34.80
					General govt. expense	-22.53	22.53
					General govt. expense	-17.18	17.18
					General govt. expense	-9.99	9.99
					General govt. expense	-24.71	24.71
					General govt. expense	-25.20	25.20
						<u>-309.37</u>	<u>309.37</u>
Total							
	\$	20,188.65					