

TOWN OF BRUSSELS TOWN BOARD MEETING MINUTES

Wednesday, August 12, 2026 – 6:30 p.m.

Brussels Community Center

1366 Junction Road, Brussels, WI 54204

The Town Board Meeting of the Town of Brussels was called to order at 6:30 p.m. by Chairman Joe Wautier.

Roll Call: Board Members Present: Chair Joe Wautier; Supervisors Mark Marchant and Austin Vandertie; Clerk Sherri Dantoin. Treasurer Penny Wautier was on an excused absence.

Pledge of Allegiance: Recited.

Approval of Agenda: Motion by Marchant, seconded by Vandertie, to approve the agenda. Motion carried.

Approval of Town Board Minutes: Motion by Vandertie, seconded by Marchant, to approve the July 8, 2026 Town Board Meeting minutes. Motion carried.

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

Presentations: None.

Public Comments/Supervisor Response: Stacey Massart addressed the Board regarding concerns with park access, noting that visitors have been entering through her property to access the back of the park. She also noted that the park address and route to the entrance are not clearly identified, including the lack of signage from County C directing visitors to Junction Road.

The Board agreed to look into additional signage to address these concerns. When Town events are posted, the Town will ask that the specific park address, 1366 Junction Road, be included. The Brussels Lions Club will also be asked to assist with providing clear address and entrance information for its events held in the park and will also be asked for additional feedback in how to better address this concern.

Mimi Schmidt was scheduled to discuss pickleball and sealing of the basketball courts but was not present. The Board will wait to hear further from her.

Transition/Appointment of Board Member to Fire Board: Motion by Wautier, seconded by Vandertie, to appoint Mark Marchant to the Fire Board as the Town Board representative. Marchant accepted the appointment. Motion carried. Card was also circulated to thank Lyle DeBroux for his past service.

Revised Emergency Response Plan: Clerk Dantoin presented an updated Emergency Response Plan combining the Town's existing plan with additional items identified through recent County training. Motion by Marchant, seconded by Vandertie, to approve the updated Emergency Response Plan as presented, with the clarification that the Brussels-Union-Gardner Fire Station should be the first backup location because it is staffed and available. Motion carried.

Community Business Association Funding – Allocation of Funds: Motion by Marchant, seconded by Vandertie, to approve the Funding Allocation form, identifying the Southern Door Business Association as the funding partner. Motion carried.

Building/Zoning Permits: Permits issued during July were reviewed. It was noted that the zoning permit listed for B. Alberts is actually located in the Town of Union and should be removed from the Town of Brussels records. No funds were received by the Town for this permit.

Clerk Dantoin was also directed to watch County billings for the **26-foot culvert** that was permitted and is being delivered to the customer to ensure the cost is billed to **Jason Bouche**.

Town Roads: Chairman Wautier requested that the Clerk watch for and bill S&S Ag for work completed on Cemetery Road, as previously agreed.

Chairman Wautier has requested repair work from the Door County Highway Department on Crow Road and North Hall Road.

Chairman Wautier also reported that he and Clerk Dantoin were contacted by the Town's bidding consultant regarding the road bidding and award process used in May. After it was explained that the contractors were bidding different work and one contractor was not provided additional time to submit a bid, the consultant indicated he was comfortable with the process. He recommended that both the bidding process and meeting minutes clearly document these circumstances going forward to avoid confusion.

Community Center: No repairs were identified at this time.

Town Park: Following several incidents and questions regarding motor vehicle access in the park, the Board reaffirmed its intent to restrict motorized vehicles due to safety concerns. As an initial step, the Board agreed that the following outdoor-quality signs will be created and ordered: three "No Motorized Vehicles in the Park, Except During Board-Approved Events" signs and one "Not a Park Entrance" sign. The signs will be placed at the various park entrances. Clerk Dantoin will coordinate ordering the signs.

Clerk's Correspondence: Clerk Dantoin shared information regarding the Wisconsin Towns Association Conference, with registration due September 14. Chairman Wautier plans to attend Monday and Tuesday, and Clerk Dantoin will also attend.

The Board also agreed to Clerk Dantoin's participation in the October 1 Wisconsin Towns Association Fall Workshop, offered online at a cost of \$75.

Clerk Dantoin provided an update on the recent election and reported that the election process was successful.

Payment of Bills: Motion by Vandertie, seconded by Marchant, to approve payment of monthly bills, salaries, and administrative expenses. Motion carried.

Next Meeting/Next Agenda: The next regular monthly meeting was originally scheduled for September 9, 2026. Due to a scheduling conflict, the meeting was rescheduled to **Monday, September 14, 2026, at 6:30 p.m.**

Anticipated agenda items include signage needed for Junction Road following feedback from the Brussels Lions Club and a possible resolution regarding an increase in Fire Department dues.

Adjournment: Motion by Marchant, seconded by Vandertie, to adjourn the meeting at 7:25 p.m. Motion carried.

Respectfully submitted,

Sherri Dantoin

Town Clerk, Town of Brussels