

A. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE.

The Ledgeview Town Board held a meeting on **Monday, July 1, 2013, at 6:00 p.m.** at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

The meeting was called to order at 6:01 p.m. by Chairman Marc D. Hess.

B. PLEDGE OF ALLEGIANCE.

All members present recited the Pledge of Allegiance.

C. ROLL CALL.

Members present were Marc Hess, Phil Danen, Richard Huxford, Andy Schlag and Renee Van Rossum.

Staff present were Sarah Burdette, Clerk/Administrator, Nancy Hawley, Deputy Clerk, Scott Brosteau, Town Engineer and Luann Pansier, Town Treasurer.

D. VERIFY/MODIFY/APPROVE AGENDA.

MOTION made by Hess, seconded by Schlag to modify the agenda to move item 1.b. in Old Business to the end of Old Business. The motion carried unanimously.

CONSENT AGENDA

1. Regular Board Meeting Minutes: June 12, 2013; June 18, 2013.
2. Routine Reports:
3. Committee/Commission Reports:
4. Operator's Licenses:
 - a. June 18, 2013 through July 1, 2013.
5. Other Committee minutes. Accept and place on file.
 - a. Board of Review, June 3, 2013.
 - b. Personnel Committee, June 5, 2013.
 - c. Ledgeview Sanitary District No. 2, June 13, 2013.

All items listed under "Consent Agenda" are considered to be routine and non-controversial by the Town Board and will be approved by one motion. There will be no separate discussion. If discussion is desired by members, that item will be removed from the consent agenda and discussed separately immediately after consent agenda is approved.

MOTION made by Hess, seconded by Huxford to approve the Consent Agenda. The motion carried unanimously.

PUBLIC HEARINGS:

6:00 p.m. or as soon thereafter as can be heard:

Hear comment on the request by Scott Corrigan, agent for Darrell Henninger, owner, for a site plan review for a proposed new building for Glen's Towing on Parcel D-112, 3157 Cottage Road, Green Bay, WI 54311.

6:05 p.m.

Public Hearing commenced.

There was no public comment.

6:09 p.m.

Public Hearing closed.

- a. Burdette explained the reason for the public hearing was due to the zoning of the property. The zoning required a Zoning and Planning public hearing as well as a Town Board public hearing. The Zoning and Planning public hearing has been conducted and the site plan was approved with the following conditions:

1. Require state approved plans.
2. Revise site plan to include 50% masonry requirement on the west and south facing sides of the building.
3. Require the submittal, review and approval of a Certified Survey Map (CSM) that provides for the separation of the residence from the business.
4. The owner must install safety lighting over each exterior door.
5. Current parking location and spaces will stay the same.
6. Existing fences shall be kept in good repair and maintained at 90% impervious.

MOTION made by Hess, seconded by Van Rossum to approve the request by Scott Corrigan, agent for Darrell Henninger, owner, for a site plan review for a proposed new building for Glen's Towing on Parcel D-112, 3157 Cottage Road, Green Bay, WI 54311, with the conditions of the Zoning and Planning Commission. The motion carried unanimously.

PUBLIC COMMENT:

T.J. Parins, 3585 Meadow Sound Drive, directed his comments to the Board regarding the Reserve at Meadow Ridge preliminary plat. He indicated that the vacation of Cobalt Lane and a portion of Copper Road must be completed prior to approval of the preliminary plat. He also indicated that the July 17, 2013, hearing to vacate Outlot 6 of the Plat of Meadow Ridge in order to sell the land to Mr. Radue should be rescheduled until the vacation of Cobalt Lane and a portion of Copper Road and approval of the preliminary plat is completed. Mr. Parins also indicated that he is not in favor of vacating any conservancy.

Mary Beth Ryan, 1985 Ledgeview Road presented a follow up report from the Brown County Sheriff's Department regarding traffic citations on Ledgeview Road. She also asked the Board if the flags on the 25 mph signs were going to be installed.

COMMUNICATIONS:

1. Communication from Ryan Radue, Radue Homes, Inc.
Mr. Radue requested that Beachmont Road be improved to the minimum standards set out in the Ledgeview municipal code due to lack of access to Parcel D-164-1.

OLD BUSINESS:

1. Discussion/possible action:
 - a. Operator licenses re Rebecca Mott and Cerra Le Roy.
The Board discussed the background checks that were processed on Ms. Mott and Ms. Le Roy and reviewed their license applications. Based on the information reviewed, the Board determined that the operator license application for Ms. Cerra Le Roy should be denied due to failure to disclose all required information.
The Board determined that Ms. Mott be contacted in order to determine the status of information obtained from the background check.

MOTION made by Hess, seconded by Danen to deny the operator license application for Cerra Le Roy and to table the operator license application for Rebecca Mott to a future meeting in order to obtain additional information from the applicant. The motion carried unanimously.

- b. Request from Jason Ingram of Ayres & Associates, agent for Ryan Radue of Radue Homes, owner, for preliminary plat review of the Reserve at Meadow Ridge subdivision (creating 25 lots) located on Parcels D-179-1, D-179-2 and D-164.
The Board discussed the options available for the platting of the subdivision that were previously discussed.
The options previously discussed were:
 1. Option to locate the realigned Copper Lane on the west side all on the Radue property and the east side would be north of existing Copper Lane in the Tesar field.
 2. Keep as originally mapped with only the west side connecting into Copper Lane at a 65 degree angle per the County requirements.

3. Look at the option of the north access directly across from the Tesar's Area Development Plan access onto CTH V, approximately 950 feet north of Copper Lane.

6:37 p.m.

MOTION made by Hess, seconded by Huxford to open the floor to public discussion. The motion carried unanimously.

T.J.Parins brought up that if the north access point were installed it would provide access to the future park on the Gersek parcel.

6:39 p.m.

MOTION made by Hess, seconded by Danen to close the floor to public discussion. The motion carried unanimously.

MOTION made by Danen, seconded by Hess to approve the request from Jason Ingram of Ayres & Associates, agent for Ryan Radue of Radue Homes, owner, for preliminary plat review of the Reserve at Meadow Ridge subdivision (creating 25 lots) located on Parcels D-179-1, D-179-2 and D-164 conditioned on access from Beachmont Road to Copper Road as currently drawn, however, if the need arises to pursue eminent domain. In addition, the conditions of the Zoning and Planning Commission were to be met:

1. The proper sizing and location of the storm water pond be reviewed according to the Town Engineer.
2. Sidewalk must be included as provided for in Section 96-9(H) but the Commission wants the Town Board to consider timing flexibility to reduce the possibility of damage to any sidewalks installed immediately.
3. Subject to the design, bidding process as provided by Chapter 96 and as deemed necessary by the Town Engineer.
4. Subject to an approved developer's agreement between Radue Homes and the Town of Ledgeview and/or the Ledgeview Sanitary District.
5. Subject to approval by all overlying Federal, State and local agencies having jurisdiction over the platting process.
6. Subject to approval of the Area Development Plan.
7. The 20' wide access easement off of Outlot 6 and lot 1 should be changed to an outlet that is owned by the Town.
8. Subject to final plat approval.

Danen, Van Rossum, Hess - aye; Huxford, Schlag - nay. The motion carried.

- c. Phase I Developer's Agreement between Town of Ledgeview and Radue Homes for the residential subdivision - The Reserve at Meadow Ridge.
The Board discuss the Agreement and determined that further information is necessary subsequent to a meeting with adjoining property owners in order to determine the specific parameters of the Agreement

MOTION made by Danen, seconded by Hess to table the Phase I Developer's Agreement between Town of Ledgeview and Radue Homes for the residential subdivision - The Reserve at Meadow Ridge to a future meeting. The motion carried unanimously.

- d. Resolution regarding the vacating of Cobalt Lane and a portion of Copper Lane in the Town of Ledgeview, Brown County, Wisconsin.
The Board discussed the vacation process and indicated that this vacation is necessary in order to allow the previously approved preliminary plat for the Reserve at Meadow Ridge subdivision.

MOTION made by Danen, seconded by Van Rossum to approved the Resolution regarding the vacating of Cobalt Lane and a portion of Copper Lane in the Town of Ledgeview, Brown County, Wisconsin subject to the determination if any easements exist to prohibit the vacation. The motion carried unanimously.

2. Proposed Town Ordinance - second reading
 - a. "An Ordinance to Create an Economic Development Grant for Reimbursement of Minimum Statutory Fee for Reserve "Class B" Liquor Licenses.
Hawley explained the requirements to obtain a Reserve "Class B" Liquor License and how they are earned. She also listed some of the ways the Town Board can return the fee required to obtain a Reserve "Class B" Liquor License to the applicant by an economic grant.
The Board directed Hawley to have the Ordinance revised to indicate that the grant can be returned to the applicant over a two-year period rather than a lump sum payment.

NO TOWN BOARD ACTION REQUIRED AT THIS TIME.

NEW BUSINESS:

1. Discussion/possible action:
 - a. Take action to write off the 2011 and 2012 delinquent Personal Property tax totaling \$715.60 for Account No. 14692 in the name of New China Kitchen.
Pansier informed the Board that the business is closed and that there is little likelihood of obtaining the delinquent tax. The collection agency has had no success in attempting to recover the debt.
MOTION made by Hess, seconded by Schlag to approve the write off the 2011 and 2012 delinquent Personal Property tax totaling \$715.60 for Account No. 14692 in the name of New China Kitchen. The motion carried unanimously.
 - b. Contract Agreement between the Town of Ledgeview and Assessor relative to the Town of Ledgeview assessment services.
Pansier provided information to the Board regarding the current services of the Assessor and that the Town is very satisfied with his work.

MOTION made by Van Rossum, seconded by Hess to approve the Contract Agreement between the Town of Ledgeview and Assessor relative to the Town of Ledgeview assessment services. The motion carried unanimously.

REPORTS: Clerk/Administrator, Staff Updates and Board Comments.

A. Clerk/Administrator:

1.
 - a. The Governor has signed the budget. The only item that was vetoed relating to municipalities has to deal with billboard signs. Will continue to monitor for additional information.
 - b. A letter was received in regard to the Keuhne matter. The record has been forwarded on to the insurance company.
 - c. Central Brown County Water Authority (CBCWA) will hold a special meeting on July 10, 2013. The purpose is to discuss pending litigation.
 - d. Central Brown County Water Authority (CBCWA) will hold discussion with the Town regarding the lot at Heritage Rd (CTH X) and Plantation Road which has a water pressure reduction valve.
 - e. There was a hearing in the Sullivan matter and it is now complete.
 - f. The Personnel Committee and the Sanitary Board meet this week.
 - g. The Zoning and Planning Commission and the Park and Recreation Committee will meet next week.
 - h. Mead and Hunt found a plat map of the Town of De Pere from 1936. They have had it framed and given it to the Town. It will be displayed in the Town office.

B. Town Engineer:

1.
 - a. The CTH G-9 lighting plan is out for bid.
 - b. The water main on the CTH G bridge project does not have to be re-located.
 - c. There is an update to the Official Map. It adds all adopted Area Development Plans to date. It will need a public hearing.
 - d. Flood plain in the GV-10 project is being revised as part of the County project and a large area of land that is planned to be commercial along the corridor is now being shown as flood fringe. It was recommended that the Town look at ways to minimize the flood fringe areas with the County

before the mapping is submitted to WDNR and FEMA and it becomes more difficult and expensive to change.

APPROVAL OF THE VOUCHERS:

MOTION made by Hess, seconded by Schlag to approve vouchers. The motion carried unanimously.

ADJOURNMENT:

MOTION made by Danen, seconded by Hess to adjourn the meeting at 7:35 p.m. The motion carried unanimously.

Nancy L. Hawley, CMC, WCMC, Deputy Clerk
Town of Ledgeview