

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

The Ledgeview Town Board held a meeting on **Tuesday, September 3, 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 6:03 p.m. by acting Chairman Phil Danen.

**B. PLEDGE OF ALLEGIANCE.**

All members present recited the Pledge of Allegiance.

**C. ROLL CALL.**

Members present were Richard Huxford, Renee Van Rossum, Andy Schlag and Philip J. Danen.

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

**D. VERIFY/MODIFY/APPROVE AGENDA.**

**MOTION** made by Danen, seconded by Schlag to approve the consent agenda with the condition that the LedgeFest group submit the appropriate site plan location detail for the event as well as the appropriate liquor licensing request. The motion carried unanimously.

**CONSENT AGENDA**

1. Regular Board meeting minutes: August 20, 2013.
2. Routine Reports:
3. Committee/Commission Reports:
4. Operator's Licenses:
  - a. August 20, 2013 through September 3, 2013.
5. Other Committee minutes. Accept and place on file.
  - a. Sanitary District No. 2, July 3, 2013.
  - b. Sanitary District No. 2, July 16, 2013.
  - c. Sanitary District No. 2, August 7, 2013.
  - d. Sanitary District No. 2, August 20, 2013.
6. Public Amusements and Shows Application Form from Pat Drury for LedgeFest family fun community celebration to be held on September 28, 2013 at 2200 Dickinson Road, from 11:00 a.m. to 3:00 p.m.

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.

**PUBLIC HEARINGS/ACTION:**

**COMMUNICATIONS:** Danen noted for the record the receipt by the Town Board of e-mail correspondence from Mr. John Fiddelke dated August 21, 2013.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. Discussion/possible action:
  - a. Recommendation to approve the contract between the Town of Ledgeview and Mead and Hunt for planning services.

The Town Board members were introduced to Mr. Dustin Wolff who would be the lead person from Mead & Hunt responsible for providing planning, zoning administration economic development services per the contract before the Town Board. Mr. Wolff provided the board with information on his education and experience background. The Board reviewed the content of the proposed contract and deemed that it met the intent of what was directed at the last meeting.

**Motion** made by Huxford, seconded by Schlag to approve the contract the between the Town of Ledgeview and Mead & Hunt for planning, zoning administration and economic development services. The motion carried unanimously.

- b. Recommendation to approve contract between the Town of Ledgeview and Zeise Construction, Inc. for construction management services in consideration of an addition to existing Town Hall.

Danen inquired as to whether the contractor would revise a proposed contract to include a not-to-exceed lump sum that would include both the design and bidding process as well as the construction management. Brosteau indicated that he will clarify and bring back to the board at a future meeting.

**Motion** made by Danen, seconded by Huxford to table until a future Town Board meeting. The motion carried unanimously.

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

**A. Clerk/Administrator:**

1. a. DWD informed the Town that the Gerbers case was dismissed.
- b. LedgeFest – September 28<sup>th</sup> – if there are ideas from the Town Board regarding how to promote Ledgeview items at the event, please let staff know.
- c. Interviews for the Deputy Clerk position will take place Thursday September 5<sup>th</sup>.
- d. The following committees meet next week: Personnel Committee, Zoning & Planning Commission and the Park & Recreation Committee.
- e. Bid Opening for the Radue plat will be Sept. 6<sup>th</sup>.
- f. Budget work is in progress.
- g. Working on the responses required for the Kuehne matter.

**B. Engineer: None**

**C. Treasurer: None**

**COMMENTS FROM BOARD MEMBERS: None.**

**APPROVAL OF THE VOUCHERS:**

**MOTION** made by Danen, seconded by Van Rossum to approve vouchers. The motion carried unanimously.

**ADJOURNMENT:**

**MOTION** made by Danen, seconded by Schlag to adjourn the meeting at 6:30 p.m. The motion carried unanimously.

Sarah K. Burdette, Clerk/Administrator  
Town of Ledgeview