

The Commissioners of Ledgeview Sanitary District #2 held their monthly meeting on Wednesday, May 7, 2014 at the Municipal Building located at 3700 Dickinson Road.

1. **Call the meeting to order:** Steve Jauquet call the meeting to order at 6:15 p.m.
2. **Roll call:** Present were Steve Jauquet, Ken Geurts and Dennis Watermolen. Also present were Scott Brosteau, engineer and Luann Pansier, clerk/treasurer.
3. **Approve or amend the agenda:** Motion was made by Watermolen, seconded by Geurts, to approve the agenda as is. All aye – motion carried.
4. **Act on minutes:** Motion was made by Watermolen, seconded by Geurts, to approve the minutes of April 2, 2014. Watermolen and Geurts – Aye, Jauquet abstained because he was excused April 2nd. Motion carried.
5. **Public comment:** None.
6. **Request from property owners, customers, other:**
 - a. **Chad Bildings, Sportsman Dr** – Request for private well and sanitary system for a proposed lot split from his Parcel D -400-5.
Brosteau explained that options to provide municipal services to this proposed lot were reviewed but proved to be too costly. Therefore, Mr. Bildings submitted a letter stating he would like to pursue a private well and septic system and agrees to connect to municipal sewer and water when they become available. Brosteau expressed concern, though, that it may be difficult to provide future services to the surrounding area of this new parcel due to the extremely unusual length and narrow width of these parcels. Motion was made by Jauquet, seconded by Watermolen, to support Chad Bildings request to create a new parcel with private well and sanitary system provided upon the following recommendations to the Town Board:
 - They require documentation be recorded showing Mr. Bildings, or any successor to the new parcel, must connect to municipal services when available
 - They require Mr. Bildings submit an area development plan showing how development may occur and be served between Heritage Road and Carter Lane, east of Sportsman Drive.All aye – motion carried.
 - b. **Thomas Prust** – Request for credit of sanitary sewer charge due to water leak at 2001 Quindalle Road.
Pansier said William Prust passed away and his father, Thomas, came from Florida to check on his son’s home and discovered the upper bathroom toilet had busted and water filled the home as seen in the pictures provided. He paid the quarterly bill and asked for reimbursement or credit of the sewer portion. The sewer amount billed was \$219.65, but included \$23.00 for the meter fee that would have been charged even if the consumption was “0”. The difference of \$196.65 is in question.
Motion was made by Jauquet, seconded by Geurts, to credit \$196.65 to the next quarterly sewer bill to the 2001 Quindalee account. All aye – motion carried.

7. **Review/Act on Developers Agreement with Walters Excavation/WEL for road extension off of Swan Road.**

Pansier informed the Commissioners the Town Board approved the agreement at their April 22nd meeting and an Irrevocable Standby Letter of Credit in the amount of \$40,000 was received April 30th.

Motion was made by Geurts, seconded by Watermolen, to approve the above agreement. All aye – motion carried.

8. **Resolution Acknowledging and Approving the WDNR NR208 Compliance Maintenance Report for Reporting Year 2013.**

This annual report encompasses “Financial” and “Sanitary Sewer Collection” sections detailing management and operations of our sanitary sewer system. Both areas received a 100% Grade A score. This resolution provides affirmation that the Commission is in agreement to what’s been reported and is a requirement to hold a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the WDNR.

Motion was made by Watermolen, seconded by Jauquet, to approve the Resolution for the WDNR NR 208 Compliance Maintenance Report for Reporting Year 2013. All aye – motion carried.

9. **Discuss the 6th Amendment to the CBCWA Water Purchase and Sale Contract:**

The 4 main changes within this amendment are:

- The Authority will no longer be required to accumulate funds for bond payments one year in advance
- It defines what is considered “fixed cost charges”
- Removes requirement to get 70% of the bondholders to modify the contract
- Updates “Exhibit B” – Minimum Annual Water Consumption Requirements to 85% of the average actually consumed over the last years

The purpose is to update the 2003 contract to current times and will prove beneficial to calculating “true ups” as well as the refinancing of debt.

a. **Resolution Approving the Sixth Amendment to Central Brown County Water Authority Water Purchase and Sale Contract** – Motion was made by Jauquet, seconded by Watermolen, to approve the above named resolution. All aye – motion carried.

10. **Mead & Hunt, Inc. – Award Projects, Pay Requests, Project Updates, Change Orders:**

- a. Radue Development – Reserve at Meadow Ridge – Still waiting on DNR permit
- b. Belle Ise Meadows – Plans should be ready next week to go out for bid
- c. GV10 reconstruction – County still working on right-of-way acquisition, new agreement includes blacktop instead of concrete and cross-overs at all current driveways
- d. Jossart/WEL road extension off Swan Rd – Engineering will start
- e. Misc updates – Bigelow wants to add one more 8 unit apartment building by his other units on East River Drive. The board does not see a problem with this.

11. **Systems Operation:** No updates to report.

12. **Clerk/Treasurer:**

a. Discuss statutory requirements for deferred special assessments and District policy when land splits or is sold – Pansier said she needs clarification from the Commission that deferred special assessments can remain deferred only if granted under certain

conditions when levied, or they meet the requirements under Wisconsin State Statute § 66.0721. She said some of the requirements are:

- *Parcel must be based on agricultural use
- *Area requirement must be 35 acres minimum, all under common ownership
- *Land produces annual gross farm profits of \$6,000 or more
- *Rental income is NOT “gross farm profits”
- *If a structure is connected to utilities, that ends the deferral for the parcel containing the structure.

Pansier said she’s been asked about two instances that may come up whereby the deferral may cease; one in which the farmhouse is connected to water and one in which the configuration of three parcels may be split. The commissioners said the one that has the farmhouse connected should not be deferred and must be paid in full if the property is sold. The other instance will depend on what the intent is for reconfiguring the property and if the property remains under “common ownership” of the same farm. Pansier then stated her concern that the new Working Lands Initiative program has dropped the minimum 35 acre requirement and would like to have that included in the Town’s ordinance when adopted in order to be consistent throughout the Town for special assessing purposes. The board agreed that we don’t want landowners putting small parcels into the Working Lands program just to avoid sewer/water assessments.

- b. Discuss an inquiry for sewer/water service to two Glenmore properties at the top of Scray Hill Rd – Pansier said the verbal request came from the owner of two homes where the services are already installed at the street. She’s wondering if the Commissioners want to pursue this or not. Ledgeview has an agreement with Glenmore for future service to these parcels, however we would need to include them in our Sewer Service Area and get approval from Central Brown County Water Authority. Brosteau did a little preliminary checking with the County and the CBCWA and both appear to be acceptable. Pansier said a letter should be forwarded to this gentleman informing him of the costs and the process. The Commissioners agreed to charge each parcel in the same manner that was policy when the services were installed, plus the connection fee as new homes are charged in Ledgeview. Once the owner is informed, he must provide a written request agreeing to the cost and process before we proceed.

13. Act on vouchers: Motion was made by Watermolen, seconded by Jauquet, to approve the vouchers itemizing payments made since April 2, 2014. All aye – motion carried.

14. Adjourn: Motion was made by Watermolen, seconded by Jauquet, to adjourn the meeting at 7:25 p.m. All aye – motion carried.

Luann M. Pansier
Clerk/Treasurer