

The Ledgeview Town Board held a meeting on **Monday, November 3, 2014, at 4:30 p.m.** at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

A. CALL TO ORDER

The meeting was called to order by Chairman Danen at 4:30 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

C. ROLL CALL

Members present were Chairman Philip J. Danen, and Supervisors Richard Huxford, and Renee Van Rossum. Andy Schlag and Ken Geurts were excused

Staff present were Clerk/Administrator Sarah Burdette, Engineer Scott Brosteau, Planner Dustin Wolff, and Treasurer Luann Pansier.

D. AGENDA APPROVAL

MOTION by Huxford/Van Rossum to approve the agenda. No further discussion. Motion carried in a voice vote, 3-0.

CONSENT AGENDA

1. Regular Board meeting minutes:
 - a. October 21, 2014 Town Board Minutes.
2. Committee/Commission Reports: None.
3. Operator's License Issued: None.
4. Other Committee minutes. Accept and place on file.
 - a. October 1, 2014, 5:15 p.m. Ledgeview Sanitary District Meeting.
 - b. October 1, 2014 6:00 p.m. Ledgeview Sanitary District Meeting.
5. Pay Request
 - a. Approve pay request #3 for Belle Isle Meadows Subdivision, Contract A-2014, to Jossart Brothers Inc. for \$171,781.98

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 by Van Rossum/Huxford to approve the consent agenda. No further discussion. Motion carried in a voice vote, 3-0.

PUBLIC COMMENT: None.

COMMUNICATIONS:

1. October 24, 2014 letter regarding David A. Wouters Survivor's Trust - Withdrawal of Rezone Request and Building Plans/Specifications.

The Town received a letter from Mr. Wouters and the Wouters Trust regarding the intention of withdrawing the rezone request and building plans/specifications for parcel number D-466-1 located on Heritage Heights. It is suggested that a resolution be approved to memorialize the request, which will be on will be on a future agenda.

ZONING AND PLANNING COMMISSION ITEMS: None.

Approved at the November 18, 2014 Town Board Meeting.

OLD BUSINESS: None.

1. Recommendation from Park & Recreation Committee to install temporary ice skating rink at Ledgeview Park for 2014/2015 Winter Season.

At their June, 2014 meeting, the Park & Rec Committee discussed both short and long term park projects. One of the short term items the Committee viewed as a simple, quick, and inexpensive project is to install a temporary ice skating rink at Ledgeview Park. The group viewed this as a way to be productive even though they're focusing their efforts on updating the Town's Comprehensive Outdoor & Recreation Plan. Cost estimates were obtained and research was done by Mark Pansier, Public Works System Operator, whereby potential maintenance issues were brought to his attention. The prior recommendation was to approve, however, with the new uncovered information, there may be considerations to postpone the ice rink until next year so more research can be completed. **MOTION** by Danen/Van Rossum to not approve the ice skating rink this year to allow for more information gathering to take place. No further discussion. Motion carried in a voice vote, 3-0.

NEW BUSINESS:

1. Recommendation to approve 12 foot wide easement from Town of Ledgeview (Grantor) to Wisconsin Public Service Corporation (Grantee) on parcel D-235, 1925 Scray Hill Road.

Brosteau informed the board that this easement is access easement for WPS to get to the new Central Brown County Water Authority (CBCWA) Storage Tank Site. The proposed easement is the same as the current CBCWA's easement and the town has no problem with it. **MOTION** by Van Rossum/Huxford to approve the easement. No further discussion. Motion carried in a voice vote, 3-0.

2. Review and discuss proposed Tax Incremental Financing (TIF) Plan.

Town Planner, Dustin Wolff, Town Engineer, Scott Brosteau, and Town Clerk/Administrator, Sarah Burdette, were given board authority to work on developing a proposed Tax Incremental Financing (TIF) Plan. As such, this item is to inform the board on the direction of the proposed plan.

Staff met several times to look at potential TIF areas as directed by the Town Board. Staff looked at two potential locations:

- CTH G / CTH GV
- I-43

Staff's goals were the following:

- Since this was the first TIF District for Ledgeview, it had to be successful;
- The location needs to be one of potential growth;
- The size of the district had to be manageable.

Taking these goals into consideration, staff believes the better fit is CTH G / CTH GV location due to the road improvements being done next year to guarantee access, along with the existing businesses, would be attractive to new commercial development.

Staff took a realistic approach to the proposed boundaries of the district; however, had concerns with the northern boundary as there are some wetlands located in this area. There is no limit to the number of parcels within the boundary, however, whole parcels are required, and the district has to be contiguous. The 12 percent test governs the district; meaning 12 percent of the town's equalized value can be included in the TIF District, which for Ledgeview is approximately \$85,200,000. Improvements are not limited to the district, as long as the improvements are listed in the district's plan, and any improvement within half mile of the district, that benefits the district, are included. For example, access, utilities, or stormwater management.

There is an educational component to creating a TID (Tax Incremental District) because there are misconceptions as to how it works. TIF does not change the use of property, does not change the tax amount on the property, does not change the owners ability to enjoy the property; however, it does change the way the tax dollars are used, and if the property owner wants assistance with a project, and the property is not in the TID, than the town can't provide any assistance. TIF is the most powerful tools the state allows municipalities to use for economic development, therefore boundaries are important. The state does allow for up to four amendments for a TID in order to add or subtract properties, however, there is a financial impact in doing the amendments, so there's a benefit for having accurate boundaries in the beginning. The advantage of TIF is that it gives property owners more options because it's about how the tax dollars are used after they're collected, not collecting more taxes. It's advantageous for the town to include more properties within the boundaries than to exclude them at the onset. Again, there are four amendments allowed for a TID, but there are also costs involved in doing amendments, therefore in the initial setting of the boundaries, the goal should be as close as practical.

Approvals are needed when establishing a TIF District. The Joint Review Board has the final say on if a TID is created or not. The Joint Review Committee is made up of representatives from all taxing entities within that district. The process begins at Zoning & Planning level where the public hearing is held. Once the boundaries are identified, a public hearing is scheduled through Zoning & Planning. There is no legal obligation to notify landowners of the public hearing, but it is highly recommended to do so. The timing of the public hearing is crucial because it determines the timing of the remainder of the implementation process. After the public hearing, the Town Board will then have another opportunity to review and make any changes, before it moves onto the Joint Review Board who has the authority to either create or not to create a TID. Once the TID is created, the Town Board has authority to expend the funds of that district.

Discussion ensued regarding some adjustments to the staff's boundaries for the proposed CTH G / CTH GV TIF District. This document was created as a starting point for the town to move forward with, nothing is for certain at this point. Staff will continue to research and work on boundary clarifications and will continue to report back to the board their progress. As of this meeting, no other town in the state has created a TIF District, and because of the newness of the TIF ability, it is open for interruption; meaning there may be some hurdles to jump over as it's the first of its kind. No action taken.

3. Review and approve Temporary Class B Retailer's License for White, Red, & Fed Event benefiting the American Red Cross to be held Saturday, November 15, 2014 from 6 pm to 10 pm at the School House in Olde School Square, 3706 Creamery Road.

Temporary Liquor License for an event called White, Red and Fed to benefit the American Red Cross. The event will be held on Saturday, November 15, from 6:00 pm to 10:00 pm at the School House in the Olde School Square. The event will offer wine tasting, unique desserts, prize giveaways, and live music. The license will be in the name of Lisa Pritzl who is taking part in the Dancing with the Stars event to benefit local non-profit organizations. MOTION by Danen/Van Rossum to approve the Temporary License. No further discussion. Motion carried in a voice vote, 3-0.

TOWN ORDINANCES: None

REPORTS:

Clerk/Administrator:

- Budget Public Hearing is scheduled for 6:00 p.m. on November 18th with the Special Meeting of Electors and Special Town Board Meeting to follow. The Budget will be able to be adopted that meeting.
- Newsletter to be mailed the week of December 1st.
- Nomination papers can begin to be circulated on December 1st. The Town Chair, two Supervisors, and Town Constable are up for re-election in April.

Approved at the November 18, 2014 Town Board Meeting.

- Zoning & Planning will meet this coming Wednesday for a Comprehensive Plan Workshop. They will be reviewing the Land Use Chapter and the Mapping Chapter.
- Zoning & Planning's regular monthly meeting will be on November 12th.
- Park Committee appointed four new members to the Beautification Sub-Committee. Nicole Van Helden will head up the committee. Nicole is a Parks Committee Member.
- Brown County Sheriff's October Report was included in the packet.
- Central Brown County Water Authority October Report was included in the packet.
- Public Works is diligently working on getting projects completed before winter. The Park is closed for the winter and road projects should be finished shortly.
- Scray Hill speed limit signs were installed last week.
- Town Engineer and Clerk/Administrator attended a DOT meeting regarding STH 57/CTH X project which will start next year. They also met with City of De Pere Representatives to discuss possibilities of joint venture with a sidewalk/trail to connect to the Fox River Trail. Nothing will be immediate, but are open to mapping for the future.

Engineer:

- Bell Isle curb and gutter will be finishing shortly, paving is hopeful for the week after.

Treasurer:

- Sanitary District adopted their levy and set the budget.
- An amortization schedule was received from Jeff Belongia with a 2.35% overall rating for the proposed town bond issue to be done in January.
- Working with Wells Fargo on the \$150,000 loan for the new Fire Tender. Loans work out well with Wells because auto payments can be set up on a monthly basis.
- RFP for Banking Services - Wells Fargo came out the best for services, but First Business Bank was better on investments. Therefore, the operating funds will remain at Well Fargo and the debt service funds, mostly on the Sanitary District side, will be invested with First Business Bank until such time where they are needed for debt payment. First Business Bank will also guarantee the funds.

Board Comments:

Danen:

- Received a loud noise complaint as a result of the wedding held at Bleu this past weekend. The same complaint was also launched at the office in which information gathering is required. Staff is working with both the complainant and the responsible permit holder.

APPROVAL OF THE VOUCHERS:

MOTION by Huxford/Van Rossum to approve the vouchers. No further discussion. Motion carried in a voice vote, 3-0.

ADJOURNMENT:

MOTION by Danen/Van Rossum to adjourn. No further discussion. Motion carried in a voice vote, 3-0. Meeting adjourned at 5:26 p.m.

Charlotte K. Nelson, Deputy Clerk
Town of Ledgeview, Brown County, WI