

The Ledgeview Town Board held a meeting on **Tuesday, February 17, 2015, 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 Renee Van Rossum, Ken Geurts and Richard A. Huxford. Andy Schlag was excused.

Staff present were Clerk/Administrator Sarah Burdette, Treasurer Luann Pansier, Engineer Scott Brosteau, and Deputy Clerk Charlotte Nelson.

D. AGENDA APPROVAL

MOTION by Huxford/Geurts to approve the agenda. No further discussion. Motion carried in a voice vote, 4-0.

CONSENT AGENDA

1. Regular Board meeting minutes:
 - a. January 20, 2015 Town Board Minutes.
2. Committee/Commission Reports: None.
3. Operator's License Issued 01-20-15 to 02-13-15
4. Other Committee minutes. Accept and place on file.
 - a. December 17, 2014 Central Brown County Water Authority Minutes
 - b. December 30, 2014 Central Brown County Water Authority Minutes
 - c. January 14, 2015 Zoning & Planning Minutes
 - d. January 15, 2015 Park Committee Minutes
 - e. January 20, 2015 Beautification Committee Minutes
 - f. February 4, 2015 Sanitary District Minutes
 - g. February 11, 2015 Zoning & Planning Minutes

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.

Staff asked that the Beautification Committee Minutes be removed from the approval of the Consent Agenda as edits needed to be made. **MOTION** by Van Rossum/Huxford to approve the consent agenda without the Beautification Committee Minutes. No further discussion. Motion carried in a voice vote, 4-0.

PUBLIC COMMENT:

Mike Denor of Fair Market Assessments - Mr. Denor spoke on the proposed State Budget Item to eliminate localized assessment and require county assessment. Mr. Denor stated the the proposed county wide system must maintain a one hundred percent assessment at all times making the cost savings obsolete, and there's no clear structure on staff management. It's believed this system was built to get rid of the inequitable assessors. Mr. Denor is looking for local municipalities support to eliminate this from the budget. Staff will work with Mr. Denor in order to keep the Board abreast of this issue.

Approved at the March 17th, 2015 Town Board Meeting.

COMMUNICATIONS: None.

ZONING AND PLANNING COMMISSION ITEMS: None.

Burdette gave an update that the Commission is currently working on the Comprehensive Plan Update, and on developing the Institutional Overlay District section of the zoning code.

OLD BUSINESS:

1. Recommendation to approve 2015 rates for work completed by Mead & Hunt.

A cost comparison was submitted to the Board for their review. The Board thought the rates request by Mead & Hunt were fair. MOTION by Danen/Geurts to accept the Mead & Hunt rate as proposed. No further discussion. Motion carried in a voice vote, 4-0.

NEW BUSINESS:

1. Resolution 2015-002 Authorizing Lease to Purchase Agreement for 2015 Fire Tender Truck Loan Amount of \$116,524. (Authorizing the Execution and Delivery of a Master Governmental Lease-Purchase Agreement & Supplement No. 285535-401 Thereto with Respect to the Acquisition, Purchase, Financing and Leasing of Certain Equipment for the Public Benefit; Authorizing the Execution and Delivery of Documents Required in Connection therewith; and Authorizing the Taking of All Other Actions Necessary to the Consummation of the Transactions Contemplated by the Resolution).

This is for the new Fire Tender that was ordered last year. The truck was partially financed by the Fire Department who paid for the chassis in full, the remainder the town will finance through this loan. This loan is a three year loan at a 2.74% interest rate. The truck will be picked up March 2nd and installed into service the week of March 9th. MOTION by Geurts/Huxford to approve. No further discussion. Motion carried in a voice vote, 4-0.

2. Recommendation from Park & Recreation Committee and Zoning & Planning Commission to provide written notice to terminate agreement for planning services with Community Planning and Consulting.

Staff explained that both the Park Committee and the Zoning & Planning Commission were unimpressed with the materials and feedback for both Park Plan Update and the Comprehensive Plan and are recommending termination of the contract. The issue is with the expectations with the word "update"; the Committees expected more in the terms of content within the plans, where Community Planning interrupted the scope of work to mean simply bringing the existing documents current. The contract does have a 30 day termination notice built in and all bills are paid to date. Staff advised they received two interns from UW-Green Bay who can assist with some of the background information for the updates, and Mead & Hunt will also be assisting with the updates. MOTION by Huxford/Van Rossum to accept the recommendation to terminate the contract. No further discussion. Motion carried in a voice vote, 4-0.

TOWN ORDINANCES:

1. THIRD & FINAL READING:

a. 2015-001 - An Ordinance Amending Section 135-250(F)(2) of the Town of Ledgeview Zoning Code.

Protest petitions and time for Board action on rezoning applications was brought to the Board's attention in March 2013 and again in June 2013 at a time that the board was reviewing two separate zoning applications. Zoning and Planning reviewed the existing language at the time and recommended amending language relative to the timing a protest petition could be submitted and the required number of votes in order for a rezone application to be approved if a protest was filed. A public hearing was held August 4, 2013, with no action. A second reading was held on August 20, 2013, in which there was a motion to table this item with respect to some litigation, which has since been settled. This would be the third and final reading for this amendment. MOTION by Van Rossum/Huxford to approve the ordinance. No further discussion. Motion carried in a voice vote, 4-0.

REPORTS:

Clerk/Administrator:

Approved at the March 17th, 2015 Town Board Meeting.

- Brown County Circuit Court correspondence was received regarding a registered sex offender being released in Brown County; the residency location is not known. Ledgeview does not have any residency restriction for Registered Sex Offender.
- Correspondence from U.S. Justice Department confirming the Zellner ADA Case is resolved.
- Brown County Sheriff's Department January Call Data Report was received.
- A copy of Central Brown County Letter to the Village of Wrightstown was received regarding the water connection issue.
- Correspondence from Representative Jacque regarding Multi-Jurisdictional Tax Incremental Financing District was received.
- Received the Green Bay Chamber 2015 Legislative Agenda.
- Received the 2104 Zoning & Planning Action Items Summary and the final Statement of Financing that was approved in January.
- February issue of the Wisconsin Towns Association Magazine was received which indicated a February 20th Meeting should anyone be interested in attending.
- The new truck for the Public Works Department has been ordered. Mark Pansier is working on the trade-in value for the old truck and a comparison will be done in relation to a sale via bid.
- Brown County Highway sent correspondence with the 2015-2016 Municipal Work Agreement. Mark Pansier is looking to if there is a need for Brown County to do work for the Town. The Town does not generally require a great amount of assistance by Brown County Highway.
- March 11, 2015 from 5:00 p.m. - 6:00 p.m. there will be an informational meeting on the Tax Incremental Financing District (TIF). The purpose of this meeting is to bring those property owners within the first proposed TIF District together to get a better understanding of what if TIF District is and to get some feedback.
- Mike Denor from Fair Market Assessments spoke earlier on the proposal to go to County Assessing vs. Municipal Assessing. Staff will continue to work with Mr. Denor as this issue progresses and will keep the Board informed on the progress.
- Regarding the State Budget, there are no changes in the levy limit, and the transportation aides are receiving a 4% increase in funding.
- Volunteer Appreciation Event will be held Tuesday, March 31st from 5:00 p.m. - 7:00 p.m. at the Graystone.
- Mead & Hunt assisted with updating all of the Zoning & Planning forms, which are now electronic, and on the website.
- Beautification Committee identified holiday decoration for the GV Corridor, monument signs, minor website improvements, and fundraising opportunities as their priorities for 2015.
- Park Meeting is on Thursday in which they will be finalizing their work plan for the year and detailing their pedestrian mapping, and Park Plan update.
- Interns from UW-Green Bay have started. Rebecca is working on the planning aspect of the Park Plan and assisting with getting sponsor and donor financing; and Adam is focused on Public Works data and services and the potential for growth.

Deputy Clerk:

- Gave an update on the Election held today.

Engineer:

- Brown County has the GV Contract out for bid. The contractor will be able to work for any hours they would like from sunrise to sunset. The Board did not have an issue with the extended hours; the quicker the project is done the better. The County does have some set deadlines to meet, and there are disincentives in the form of liquidated damages if the deadlines are not met.
- The Public Service Commission did put out a statewide survey on Storm Water Utilities which Ledgeview participated in. The results will be in the next dropbox. Ledgeview is on the lower end of the rates.

- Working on plans and contracts for Ledgeview Road/Oak Ridge Road section and trail and sidewalk plan for County Road G with the tentative bid time of the end of March or the beginning of April

Treasurer:

- Town and Sanitary District Audit Processes are complete. There was no Cash Flow Report because we're waiting to see if there are any journal entries that need to be made.
- Brown County is adding on a 4.4% across the board administrative charge. Staff is researching the thought process behind this charge because it could have a large impact on the GV-10 budget.

Fire Department:

- The new fire truck will be picked up March 2nd, with an in-service date of the week of March 9th. Once in-service, the new truck will be stationed here and the old truck will go to Station 2 until there's a format to sell it.
- There will be a small re-write to the By-Laws which will need Board approval in the near future.
- There will be a large re-write to the Standard Operating Guidelines which will need Board approval in the near future.
- The Fire Department purchased an industrial washing machine for their gear. The money came out of the Fundraising account. The department will make their own dryer.

Board Comments: None

APPROVAL OF THE VOUCHERS:

MOTION by Geurts/Van Rossum to approve the vouchers. No further discussion. Motion carried in a voice vote, 4-0.

ADJOURNMENT:

MOTION by Danen/Geurts to adjourn. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 5:07 p.m.

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