

The Ledgeview Town Board held a meeting on **Monday, December 7, 2015, at 6:00 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 6:00 p.m.

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all in attendance.

**C. ROLL CALL**

Members present were Chairman Danen, and Supervisors Andy Schlag, Renee Van Rossum, and Cullen Peltier. Ken Geurts was excused.

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

**D. AGENDA APPROVAL**

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

**CONSENT AGENDA**

1. Regular Board Meeting Minutes:
  - a. November 17, 2015 Meeting Minutes.
2. Routine Reports: None.
3. Committee/Commission Reports: None.
4. Operator's Licenses:
  - a. November 16, 2015 thru December 4, 2015.
5. Other Committee minutes. Accept and place on file:
  - a. September 10, 2015 Park, Recreation & Forestry Meeting Minutes
  - b. October 7, 2015 Sanitary District Meeting Minutes
  - c. October 14, 2015 Zoning & Planning Commission Minutes
  - d. October 21, 2015 Sanitary District Meeting Minutes
  - e. October 27, 2015 Beautification Sub-Committee Meeting Minutes
  - f. November 17, 2015 Budget Public Hearing, Special Meeting of the Electors, Special Town Board Meeting.
6. Change Order #1 to Contract E-2015 the Crossing at Dollar Creek Subdivision and Dollar Road/Dollar Lane sewer/water extension in the amount of \$29,911 to Jossart Brothers to add the sewer/water services to the four lots along Dollar Road.

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 Schlag/Van Rossom to approve the consent agenda. No further discussion. Motion carried in a voice vote, 4-0.

**PUBLIC COMMENT:** None.

**PUBLIC HEARING:**

The purpose of the public hearing is to hear public comment on the request from Daniel Smet, agent for Greg De Cleene, owner, to rezone 0.77 acres of property on parent parcel D-74 located in section 35 on Swan Road from LI, Light Industrial to R-2, Residential. The Town Board may discuss and act on the rezone after the public hearing.

- a. **Ordinance 2015-018 – An Ordinance Rezoning Lands in the Town of Ledgeview, Brown County, WI Rezoning 0.77 acres of property on parent parcel D-74 located in section 35 on Swan Road from LI, Light Industrial to R-2, Residential.**

The Public Hearing was opened by Chairman Danen at 6:03 PM. Mr. Smet was present to address the board. The petitioner is requesting to rezone a small triangular parcel of land from LI, Light Industrial District to R-2 Residential District. The triangular parcel is a part of a larger parent parcel that is bisected by Swan Road right-of-way, and located to the east of Swan Road. The R-2 District allows single and two-family residential development. This request was reviewed by Zoning and Planning Commission who recommends approval for the following reasons:

- Is consistent with current zoning & development in the area
- Land is suitable for low-to-medium density residential development
- Conforms to goals in Chapter 2 & Future Land Use Map of the Comprehensive Plan recently adopted.

It should be noted that there was a letter received from Remington Ridge Condo Association in support of the rezoning.

After three calls for public comment, none were heard. Chairman Danen closed the Public Hearing at 6:08 PM.

MOTION by Van Rossom/Peltier to approve the rezone request. No further discussion. Motion carried in a voice vote, 4-0.

**ZONING AND PLANNING COMMISSION ITEMS: None.**

**COMMUNICATIONS: None.**

**NEW BUSINESS:**

1. **Review and consider Non-Exclusive Right of Way Use Agreement between Town of Ledgeview and L. Nifong and C. Nifong.**

Code Enforcement Officer Mark Roberts explained he happened upon a brick enclosed mailbox in the right-of-way, which is against town code. While working on the complaint, it was discovered that the location and building materials of the brick enclosed mailbox were on the building plans at the time the building permit was issued. Therefore, the property owner assumed the enclosed mailbox was appropriately permitted, and construction of the mailbox ensued. Since the property owner has time and money invested in the mailbox and there are costs associated with removing the mailbox, it was thought that there could be an agreement drafted that would release the town from any liability should the mailbox be damaged, or any type of personal or property damage because of the mailbox. This is that agreement. The agreement does allow for the town to request removal of the mailbox at any time, regardless of reason. Property owner feedback on the agreement has not been received as of the meeting. The Board would like to table this item to allow the property owner to give feedback on the agreement. No action taken.

2. **Appointment of Election Inspectors to a two-year term beginning January 1, 2016 through December 31, 2017.**

Deputy Clerk Nelson explained that this is a requirement by State Statute, the Town Board must appoint the Election Inspectors for the upcoming election cycle. The list does reflect those nominated by each political party. MOTION by Peltier/Van Rossom to approve the appointment of the Election Inspectors to a two-year term beginning January 1, 2016 through December 31, 2017. No further discussion. Motion carried in a voice vote, 4-0.

**3. Recommendation to approval 2016 Annual Quarry and Blasting Permit Renewals.**

This is an annual required permit for the quarries if they wish to quarry or blast in 2016. All the applications are in order and all fees have been received. MOTION by Van Rossom/Peltier to approve the 2016 Annual Quarry and Blasting Permits. No further discussion. Motion carried in a voice vote, 3-0-1 with Danen abstaining for Don Van Straten Quarry and Blasting Permit.

**ORDINANCES:**

**1. First Reading**

**a. 2015-015 – An Ordinance Amending Section 135-73 the Town of Ledgeview Zoning Code Regarding Rural Residential Building Setback Requirements.**

The ordinance is clarifying an amendment from 2007 regarding the side and rear yard setbacks for properties zoned Rural Residential. The side setbacks for areas without curb and gutter were implied in 2007, this ordinance amendment inserts the setback requirement making it a standard. Continue with the second reading with no changes.

**b. 2015-016 – An Ordinance Amending the Town of Ledgeview Stormwater Management Ordinance.**

The Town Engineer explained this ordinance amendment is a requirement of the TMDL grant which incorporates new regulations and recommendations from the DNR. This ordinance does not affect agriculture zoning except for production areas. Continue to the second reading with no changes.

**c. 2015-017 – An Ordinance Amending the Town of Ledgeview Construction Site Erosion Control Ordinance.**

The Town Engineer explained this ordinance amendment is a requirement of the TMDL grant which incorporates new regulations and recommendations from the DNR. This ordinance creates a standard method of determining erosion control and basically requires a permit for any disturbance. Continue to the second reading with no changes.

**2. Second Reading**

**a. 2015-014 – Amending Chapter 79 Signs, Section 13, Signs Allowed by Permit.**

The Commission recommends approval of a code amendment regarding Chapter 79, Signs, regulations for wall and free standing signs along I-43. A new section of code would be added specifically for signs located in B-1, B-2, LI or HI zoning with road frontage facing I-43. The new code also addresses requirements for wall and free standing signs including size, location, base, tenant name and approval process, as well as prohibited signs and illumination requirements. There were no changes from the first reading. Continue to the third and final reading with no changes.

**REPORTS:**

**Clerk/Administrator:**

- The Park & Recreation Committee will be finalizing the Park & Rec Plan at their December meeting tonight
- On 11/30, the Governor signed the Lambeau Field Excise tax legislation into law. Ledgeview is scheduled to receive \$382,000 later this month. The funds are to be used for debt service, property tax relief or economic development
- A status update on the Knaus citations was given.

- The Public Works Study is in draft form and will be completed shortly. The goal is to schedule a Joint Workshop meeting with both the Town Board and the Sanitary District regarding the recommendations of the study.
- Staff is working on completing year end reporting and other office/task wrap-up.
- Final Town Board meeting for 2015 will be on Tuesday, December 22.

**Deputy Clerk:**

- We are receiving numerous positive comments on holiday decorations along GV; they are really well received.
- Reminder of the Inaugural Holiday Decorating Contest. The Beautification Sub-Committee is scheduled to do their tour on Monday, December 14<sup>th</sup>. Please submit your nominations to the town office as soon as possible.
- Working with Fast Signs to get vinyl of the logo and the ledge in the meeting room. We've added directional signage to the quote indicating where the office door is located.
- Working on updating the content of the internal pages of the website.
- Spring election notice was published on November 8<sup>th</sup>. Incumbent supervisors should have received their Ballot Access Packet in the mail, and is also on the website. First day to circulate nomination papers is December 1<sup>st</sup>. All ballot access paperwork is due on or before 5:00 p.m. January 5<sup>th</sup>. If you decide not to run for office, the Non-Candidacy Form is due by 5:00 p.m. on December 28<sup>th</sup>. If you have any questions, please contact me.
- Public Hearing for the amendment to the Rural Residential Building Setback is scheduled for January 4<sup>th</sup> at 6:00 p.m. Meeting.

**Engineer:**

- CTH G (Dickinson Road) Sidewalk – Railing being installed today.
- Crossing at Dollar Creek – Blasting done for utilities and now blasting for pond. Blasting should be complete by Wednesday. Sanitary sewer should be completed by the end of the week. Waiting for permit on Dollar Lane before we can start work. Expecting permit in next two weeks.
- Public Informational Meeting will be held next meeting to present TMDL report.

**Board Comments:** None.

**APPROVAL OF THE VOUCHERS:**

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

**ADJOURNMENT:**

**MOTION** by Danen/Schlag to adjourn. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 6:48 p.m.

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