

The Ledgeview Town Board held a meeting on **Monday, February 15, 2016, 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, Supervisors Renee Van Rossum, and Ken Geurts. Supervisors Andy Schlag and Cullen Peltier were excused.

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

D. AGENDA APPROVAL

Danen explained the Public Hearing for the Official Map has to be rescheduled, therefore would like it removed from the agenda. MOTION by Danen/Geurts to approve the agenda with the removal of the public hearing. No further discussion. Motion carried in a voice vote, 3-0.

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. February 1, 2016 Meeting Minutes.
2. Routine Reports: None.
3. Committee/Commission Reports: None.
4. Operator's Licenses:
 - a. February 1, 2016 through February 12, 2016.
5. Other Committee minutes. Accept and place on file:
 - a. January 11, 2016 Park & Recreation Committee Meeting Minutes.
 - b. January 13, 2016 Zoning & Planning Commission Meeting Minutes
 - c. February 3, 2016 Sanitary District Commission Meeting Minutes.
6. Pay Requests: None.

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/Geurts to approve the Consent Agenda. No further discussion. Motion carried in a voice vote, 3-0.

PUBLIC COMMENT:

Jeanne Bonacci, 3800 Dickinson Road – Ms. Bonacci questioned the abatement process in ordinance 2016-003. Danen explained that the property owner is given notice to claim the proceeds, and if the owner doesn't, then the money is held by the Clerk/Treasurer for the required time, and if claim is not made to the money, then it goes into the town's general fund.

Approved at the March 7, 2016 Town Board Meeting.

John Fiddelke, 3800 Dickinson Road – Mr. Fiddelke wanted advise the board and staff that there were errors on interactive map as well as the Official Zoning Map.

PUBLIC HEARING MEETING:

1. **On the proposed official map, titled Town of Ledgeview Official Map, in accordance with Wis. Stats. §62.23(6)(b) to conserve and promote the public health, safety, convenience or general welfare by designating land for expanded and future highways, parkways, waterways, and other public facilities.**

This item has to be rescheduled and was removed from the agenda during the Agenda Approval process in Item D. No action taken

ZONING AND PLANNING COMMISSION ITEMS:

1. **Recommendation to approve the request from Mark Gehin of Domino's, agent for David Bailey, owner, for wall sign changes at Domino's, 1850 Redbird Cr.**

Staff explained that Zoning & Planning reviewed the request for the wall sign change and recommends approval with the following conditions:

- Only the plastic be changed on the west facing sign
- The signed contract for landscaping the freestanding sign is acceptable.

MOTION by Geurts/Van Rossum to approve the wall sign changes with the conditions set forth by Zoning & Planning. No further discussion. Motion carried in a voice vote, 3-0.

2. **Recommendation to confirm the updated zoning map to include previously approved zoning changes.**

Staff explained the Zoning Map is updated on an annual basis in an effort to stay current with any approved changes made throughout the year. MOTION by Van Rossum/Danen to confirm the updated zoning map to include previously approved zoning changes. No further discussion. Motion carried in a voice vote, 3-0.

COMMUNICATIONS: None.

OLD BUSINESS:

1. **Discussion and possible establishment of a priority list relating to the Public Works Study.**

This item is going to be on the agenda in an effort to keep the board abreast of the progress being made on the recommendations of the Public Works Study. Staff explained that a round table discussion took place regarding the best course of action to achieve the recommendations, then staff established a priority list based on those discussions. Work has already begun on some of the recommendations.

The board opened discussions with staff regarding the potential growth of the town. The biggest concern is how to manage the progress; i.e. increase in staff, facility requirements, and how to budget for growth. The Board advised the staff to continue discussions, and figure out what the needs are, what the wants are, and generate a 5- year plan, a 10 year plan, and a 20 year plan, and look for the medium staff/facilities needs required to meet the expectations. No action taken.

2. **Recommendation from the Fire Department to amend the Fire Department Pay Scale.**

Staff explained this was tabled for another reading at the Fire Department Membership Meeting. Supervisor Schlag advised staff that this reading took place with no issues. Discussion ensued regarding to trying the suggested pay scale with a review with the November payroll. MOTION by Geurts/Van Rossum to approve the recommended amendment to the Fire Department Pay Scale effective April 1st with a review in November with the payroll. No further discussion. Motion carried in a voice vote, 3-0.

NEW BUSINESS:**1. Recommendation to submit a Request for Proposals (RFP) for professional planning services related to a Dickinson Road/Monroe Road Corridor Retail Market Feasibility Study.**

Staff explained that part of establishing the TID #1, the town has budgeted for a Market Analysis to provide market research and analysis, develop a site prioritization plan and related implantation in order to create a marketing plan to assist with development of the TID. Discussion was had with the concern as to at what point is the town marketing property for a private person or business. This seems to be a gray area and the board would like to have more information as to what neighboring municipalities do in this situation. No action taken.

2. Recommendation to adopt Town of Ledgeview Park & Recreation Plan 2015-2020.

The Parks Committee has been working on updating Ledgeview's Park & Recreation Plan for the next five years. This plan was reviewed by Zoning & Planning, as well as the Beautification Subcommittee, both recommending approval. The board recognized the Park & Recreation Committee for their hard work and due diligence in updating the plan. MOTION by Van Rossum/Danen to adopt the Town of Ledgeview Park & Recreation Plan 2015-2020 with approval of Resolution 02-2016. No further discussion. Motion carried in a voice vote, 3-0.

ORDINANCES:**1. Third & Final Reading****a. 2016-001 – Amending Chapter 79 Signs, Section 13(C)(1)(h) Outdoor Menu Boards.**

Stemming out of McDonald's request to expand to a double drive-thru, the consensus of the Zoning & Planning Commission is to amend the current Outdoor Menu Boards ordinance bring it to the current standards. No changes were recommended. MOTION by Van Rossum/Geurts to approve. No further discussion. Motion carried in a voice vote, 3-0.

b. 2016-002 – Amending Chapter 68 Public Nuisances Prohibited, Section 2(C) Public Nuisances Affecting Peace and Safety relating to use or maintenance of building exteriors or surrounding premises.

The current ordinance does include enough substance to make the ordinance enforceable because it can be circumvented. The recommended amendment gives the ordinance more substance, making it more enforceable. Discussion was had on wood stockpiles. The board recommended changes deleting the language on wood stockpiles. MOTION by Van Rossum/Geurts to approve with the language change. No further discussion. Motion carried in a voice vote, 3-0.

c. 2016-003 – Amending Chapter 41, Section 5 – Other Offenses relating to trash, debris, and junk.

The current ordinance does include enough substance to make the ordinance enforceable because it can be circumvented. The recommended amendment gives the ordinance more substance, making it more enforceable. There was discussion on the definition of trash, which was taken straight out of the dictionary. No changes were suggested. MOTION by Van Rossum/Geurts to approve. No further discussion. Motion carried in a voice vote, 3-0.

d. 2016-004 – Amending Chapter 94, Section 15 Depositing Snow, Debris or Any Injurious Substance on Public Streets relating to placement of collectible waste containers.

Stemming from Public Works, placement of garbage/recycling containers in the roadway had made it difficult to plow. There have also been some where the place of collectible containers have prohibited mail delivery. Discussion was had on getting this information out to the public. No changes MOTION by Van Rossum/Geurts to approve. No further discussion. Motion carried in a voice vote, 3-0.

REPORTS:

Clerk/Administrator:

- Park & Recreation Committee finalized a recommendation on the update of the Park & Recreation Plan.
- Notice was given to the residents regarding the mailbox in the right of way. Mark Roberts will be working with them to have the mailbox removed.
- Work has begun with attorneys regarding the Creamery Road Bridge accident.
- Look for an amendment to the transportation impact fees at a future meeting.
- Accountants fined up the audit field work and are targeting the March 7th meeting for their annual audit presentation to the board.
- Correspondence from Brown County Planning was received regarding Mark Handeland appointment coming to a close. Would like feedback from the town.
- Reminder that board comments regarding the Strategic Plan Update are due to Allyson Watson Friday, February 26th.
- Beautification Committee will meet February 23rd to continue to work on Monument signage, park directional signage, and other community involvement projects.

Deputy Clerk:

- Mark your calendars for the Annual Appreciation Event on Thursday, April 14th from 5-7 p.m. at the Graystone Ale House.
- The Swan Club has been booked as the location for Brown County Chapter Meeting of the Wisconsin Towns Association Meeting on April 28th.
- Board of Review has been confirmed for Tuesday, May 17th, with Open Book May 4th.

Engineer:

- Met with Brown County Planning, Highways, and Town Staff to discuss impacts of development of the GV Corridor. Discussions centered around working together to allow for orderly development in the area.
- The Creamery Road bridge was hit by a Lamers Bus in September, 2015. As a result of the accident, the bridge had to be posted with a 5 ton weight limit and requirements replacement. The engineer would like approval to begin work on bridge design, with the bid process taking place after an insurance settlement. MOTION by Danen/Van Rossum to approve the design work on the Creamery Road Bridge with the big process to take place at a later date. No further discussion. Motion carried in a voice vote, 3-0.
- Town Staff would like to construct a cul-de-sac at the end of Heritage Heights to accommodate buses, garbage trucks, and plows. Watch for approval on a future meeting.

APPROVAL OF THE VOUCHERS:

MOTION by Geurts/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 6:04 p.m.

Charlotte Nelson

Charlotte K. Nelson, Deputy Clerk

Town of Ledgeview, Brown County, WI