

The Ledgeview Town Board held a meeting on **Tuesday, March 22, 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 Andy Schlag, Renee Van Rossum, Ken Geurts, and Cullen Peltier.

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

D. AGENDA APPROVAL

MOTION to approve the agenda by Schlag/Van Rossum. No further discussion. Motion carried in a voice vote, 5-0.

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. March 7, 2016 Meeting Minutes.
2. Routine Reports: None.
3. Committee/Commission Reports:
 - a. March 9, 2016 Personnel & Finance Committee Report.
4. Operator's Licenses:
 - a. March 1, 2016 through March 18, 2016.
5. Other Committee minutes. Accept and place on file:
 - a. February 25, 2016 Sanitary District Commission Meeting Minutes
6. Pay Requests:
 - a. Final Pay Request for Contract A-2015, Ledgeview Road and Oak Ridge Circle, to Ed Gersek Inc for \$7,959.49.

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/Geurts to approve the Consent Agenda with the removal of the March 7, 2016 Town Board Minutes. No further discussion. Motion carried in a voice vote, 5-0.

PUBLIC COMMENT:

John Fiddelke, 3800 Dickinson Road – Mr. Fiddelke cited convenience for requested documents to be provided electronically through e-mail versus the current policy of providing them via paper copy. Mr. Fiddelke will provide the board e-mail correspondence regarding this request.

Mary Van Straten, 4427 Cottonwood – Ms. Van Straten had conversation with the County Planning Office regarding the location of the Southern Bridge and the extension of GV to the south. County Planning is currently uncertain as to the location of these roads, therefore, the preliminary plat should not be approved until the future of these roads are known. Ms. Van Straten is also concerned with the parking and amount of traffic that will be coming into the subdivision with the park.

Tim Drewiske, 2224 Heritage Road – Mr. Drewiske believes the town should wait for a decision on the Southern Bridge before approving the plat.

Staff advised that the park is going to be a neighborhood park, not a community park. The design of the park is intended to serve only those in the neighborhood, not an entire community. Discussion ensued regarding the location of the Southern Bridge and the extension of County Highway GV to the south. It is anticipated sometime in the future that GV will extend to the south, and the Southern Bridge will be built near that location.

PRESENTATION:

1. 2015 Audit Report by Schenk, S. C.

Schenk auditor presented the 2015 Audit results to the Town Board. The auditors answered questions of the board. The town is in good financial health.

PUBLIC HEARING MEETING: None.

ZONING AND PLANNING COMMISSION ITEMS: None.

COMMUNICATIONS: None.

OLD BUSINESS:

1. Recommendation from Zoning & Planning on the request from Keith Garot of Landmark Real Estate, agent for Zelten Family Limited Partnership, owner, for a preliminary subdivision plat for Heritage Heights located on parcel D-395, Heritage & Cottonwood.

Discussion ensued. It was agreed that the location of the Southern Bridge is a factor in the decision making process. From discussions with the County, the preferred location is going to be Southern Bridge Road which will connect to GV when it's extended to the south. Therefore, it is reasonable to conclude that the subdivision will not conflict with the future location of the Southern Bridge Corridor.

Attempts were made to contact the Gilsons. A phone message was left for them to contact Supervisor Geurts if they had any concerns with the subdivision. There was no response.

The one entrance and one exit is at the request of the developer. This is not the only subdivision the town has allowed this to happen, and can reasonably conclude it is temporary. Once development occurs in that area, there will be connectivity.

The developer did their due diligence to meet all the platting requirements. TRIP Funds would be applied for to offset the costs of Cottonwood Lane. The developer's agreement is the next step in the approval process, and will address road development.

MOTION by Danen/Van Rossum to approve the recommendation by Zoning & Planning Commission to

NEW BUSINESS:

Approved at the April 4, 2016 Town Board Meeting.

1. Recommendation from Personnel & Finance Committee regarding amendment to Ledgeview Personnel & Procedures Manual relative to compensatory time.

The Personnel & Finance Committee is recommending a language amendment to the compensatory time section of the Personnel & Procedures Manual. This policy is consistent with the City of De Pere's Comp Time policy. MOTION by Van Rossum/Geurts to approve the amendment. No further discussion. Motion carried in a voice vote, 5-0.

2. Recommendation from Personnel & Finance Committee regarding their endorsement of the proposed Succession Plan for the Town of Ledgeview Finance Department.

The Personnel & Finance Committee is recommending approval of a Succession Plan for the Finance Department. MOTION by Peltier/Van Rossum to approve the Success Plan for the Finance Department. No further discussion. Motion carried in a voice vote, 5-0.

ORDINANCES:

1. Second Reading

a. 2016-005 to Amend Chapter 71, Park and Recreation Facilities, Activities, Programs and Personnel Regulations allowing leashed domesticated dogs in parks and on recreational trails.

Recommendation from the Park & Recreation Committee to allow for domesticated dogs in parks and on trails as long as they are on a leash that does not exceed 8 feet in length. Discussion ensued regarding the enforceability of the leash requirement. The board decided to remove the leash requirement at the second reading. Discussion ensued regarding allowing dogs to run freely on athletic fields and the subsequent problems that could arise. There was a recommended language change to not allow dogs to freely roam on fenced athletic fields and/or playground areas, and clarification of animal control. Move to the third reading.

REPORTS:

Clerk/Administrator:

- Public Hearing for Park Impact Fees will be held April 4th.
- Strategic Plan Meeting is March 24th and April 7th from 4-8 pm.
- Public Hearing on Bel Gioioso rezone and Accessory Building Usage on April 4th.
- De Pere Municipal Court is looking to expand by potentially adding Demark.
- Central Brown Water Authority meets tomorrow.
- Public Works is continuing to work on the priority list.
- Annual Meeting is scheduled for Tuesday, April 19th at 7:00 p.m.
- Southern Bridge Corridor meeting update was given. Asking for a Resolution of Support from municipalities.
- Board received the TAP Grant ineligible letter.

Engineer:

- Refreshing the Facilities memo that was completed in 2013. Will be a future agenda item.
- Working on the Heritage Heights Developer's Agreement.

Planner:

- Zoning & Planning is close to final language for A2- Farmland. A community meeting will be held in an effort to get feedback on the proposed language.
- Continuing to work on design guidelines for single family vs. multifamily structures.

Treasurer:

- Cash Flow Report was received.
- Bond payments are due April 1st.

Public Works:

- Meter change out program is 80% complete.
- Sign change out program will be complete by the end of the year.
- Equipment is changing out, getting ready for summer.
- Organizing the shop to gain space.
- Annual contracts are being reviewed.

Code Enforcement:

- Update was given on the Knaus property.
- Discussion was had on the proposed semi-truck ordinance.

Fire Department:

- Annual appreciation event was held March 19th. Glen Pansier and Dan Kaster were honored for their 30 years of service.

APPROVAL OF THE VOUCHERS:

MOTION by Schlag/Geurts to approve the vouchers. No further discussion. Motion carried in a voice vote, 5-0.

ADJOURNMENT:

MOTION by Danen/Schlag to adjourn. No further discussion. Motion carried in a voice vote, 5-0. Meeting adjourned at 6:24 p.m.

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