

The Ledgeview Town Board held a meeting on **Monday, August 6, 2018 at 6:00 p.m.** at the Community Center located at 13700 Dickinson Road, De Pere, WI 54115.

CALL TO ORDER

The meeting was called to order by Chairman Danen at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

ROLL CALL

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

Staff present were Administrator Sarah Burdette, Engineer Scott Brosteau, Treasurer Renae Peters, Public Works Crew Member Andy Tenor, and Clerk Charlotte Nagel.

AGENDA APPROVAL

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

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. July 17, 2018 Town Board Meeting.
 - b. June 28, 2018 Special Town Board Meeting.
2. Routine Reports:
 - a. Review and adopt budget policies and calendar to be used in 2019 budget preparations.
3. Committee/Commission Reports:
 - a. Recommendation from Park & Rec committee to approve Ledgeview Bike Loops.
4. Operator's Licenses: July 18, 2018 – August 3, 2018.
5. Other Committee Minutes. Accept and place on file: None.
6. Pay Requests:
 - a. Boldt Invoice 16200-011 Community Center/Fire Station #1, \$555,974.82.
 - b. Boldt Invoice 30820-008 Public Works Building, \$51,358.58.
 - c. Pay request #7 for Contract D-2017, Grande Ridge Subdivision, to PTS Contractors for \$87,493.16.
 - d. Pay request #1 for Contract A-2018, Creamery Road Bridge Replacement, to KCG Excavating for \$118,802.98.
 - e. Pay request #1 for Contract B-2018, Zelten and Dollar Road Parks, to Duame Sand and Gravel for \$14,247.05.
 - f. Pay request #1 for Contract C-2018, Hawthorne Heights and Olde School Square, to Duame Sand and Gravel for \$88,228.64.
7. Special Event & Street Closure Permits: 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 Geurts/Van Rossum to approve the Consent Agenda. No further discussion. Motion carried in a voice vote, 4-0.

PUBLIC COMMENT:

Dan Kerkhoff, 3848 Dickinson Road – Reported neighbor complaints on the lighting around the new Community Center. Staff advised they are aware of the complaints and are working on the outdoor lighting situation.

Approved at the August 21, 2018 Town Board Meeting.

PUBLIC HEARING: None.

ZONING & PLANNING: None.

NEW TOWN FACILITIES:

1. Review image options for dedication plaque.

The Board reviewed some pictures of dedication plaques. They like the sample from Bellevue's the best, however, will defer to the staff to provide the detail information.

NEW BUSINESS:

1. Award Contract F-2018, Arcadian Lane Resurfacing to Northeast Asphalt for \$112,772.00.

Staff reported that only two bids were received from Northeast Asphalt and MCC. Northeast Asphalt was the low bidder. MOTION by Van Rossum/Mark Danen to award the contract to Northeast Asphalt. No further discussion. Motion carried in a voice vote, 4-0.

2. Award Contract G-2108 Crossing at Dollar Creek 2nd Addition to Jossart Brothers for \$2,068,846.83.

Staff advised this work is paid for by the developer, and only one bid was received which is in expected price range. MOTION by Van Rossum/Geurts to award the contract to Jossart Brothers. No further discussion. Motion carried in a voice vote, 4-0.

3. Award Contract H-2018, Tax Increment Financing District #1 Filling to Advance Construction for \$1,761,333.00.

This contract is to fill in some wetlands to create buildable lands. Tax Increment Financing dollars will be used for this contract. MOTION by Geurts/Mark Danen to award the contract to Advance Construction. No further discussion. Motion carried in a voice vote, 4-0.

4. Review and approve Developer's Agreement for The Crossing at Dollar Creek Second Addition.

The Developer's Agreement was reviewed and acceptable by the Town's legal counsel. This agreement is unique in that the developer is requesting a letter of credit vs. Town funding. That is the only change, all other standard language is included in this Developer's Agreement. MOTION by Geurts/Van Rossum to approve the agreement for The Crossing at Dollar Creek Second Addition as written. No further discussion. Motion carried in a voice vote, 4-0.

5. Review and approve contract for assessor services with Fair Market Assessment.

This is a five year contract with a modest permit increase. There was discussion on the start date of the contract. It was determined the contract start date would be as of July 1st, 2018. There was discussion on modest permit increases vs. the current market costs. MOTION by Phil Danen/Van Rossum to approve the contract as of July 1, 2018 and to reconsider the modest permit cost increase as discussed at the next meeting. No further discussion. Motion carried in a voice vote, 4-0.

OLD BUSINESS: None.

COMMUNICATIONS: None.

ORDINANCES: None.

REPORTS:

Administrator:

- A status update was given on the new building and the outstanding construction items.
- A status update was given on the Administrative Assistant and Public Crew Member 1 positions.
- Redevelopment Authority and Zoning & Planning will be reviewing some developments in Tax Increment Financing District #1.

Approved at the August 21, 2018 Town Board Meeting.

- Status update was given with regard to the school bus accident on Creamery Road.
- Van Straten Family Park and the Scray Hill Road property exchange is being worked on with the Town of Glenmore.
- John Knaus vs. Town of Ledgeview lawsuit was dismissed by the court citing redundancy.
- Focus on Energy rebates as it relates to the new energy saving amenities in the new Community Center/Fire Station #1.

Clerk:

- Document transfer was completed to the Livestock Siting Review Board.
- Working on some large open records requests which will be completed this week.
- Preparing for the August 14th Partisan Primary Election.

Engineer:

- The finishing touches are being done with the Olde School Square paving.
- Status update was given on both the Zelten Family and Dollar Parks.
- Update was given on the trails.
- Update was given on the Heritage Heights and Grand Ridge Subdivisions.
- Special Assessment Public Hearing for Hawthorne Heights will be at the next meeting.

Treasurer:

- Working on the 2019 Budget.

Public Works:

- Working on the following list of projects:
 - Road Shouldering
 - Regarding of stormwater ponds
 - Grass cutting
 - Building controls

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 6:26 p.m.

Charlotte K. Nagel, Clerk
Town of Ledgeview, Brown County, WI