

The Ledgeview Town Board conducted the following business on **Tuesday, October 23, 2018 at 4:00 p.m.** at the Community Center located at 3700 Dickinson, De Pere, WI 54115.

2019 PROPOSED BUDGET WORKSHOP SESSION:

Staff explained the proposed 2019 budget to the Board. Discussion was had on the use of reserve funds, debt service, as well as anticipated capital improvement projects. Adjustments were made by the Board which staff will make, and subsequently prepare the budget for a public hearing on November 20, 2018 at 6:00 p.m. with a Special Meeting of the Electors and Special Town Board Meeting to follow for the purposes of adopting the 2018 tax levy.

REGULAR TOWN BOARD MEETING FOLLOWING THE COMPLETION OF THE 2019 BUDGET WORKSHOP SESSION WHICH BEGINS AT 4:00 PM.

CALL TO ORDER

The meeting was called to order by Chairman Danen at 4:22 p.m.

ROLL CALL

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

Staff present were Administrator Sarah Burdette, Engineer Scott Brosteau, Treasurer Renae Peters, Public Works Director David Strelcheck, Public Work Crew Superintendent Andy Tenor, Fire Chief Tom Guns, and Clerk Charlotte Nagel.

AGENDA APPROVAL

Staff asked for the following items to be removed from this agenda:

- Consent Agenda item 1a and 1b. The minutes are not ready for approval.
- Public Hearing item 2, is not ready for presentation
- Zoning & Planning item 2, Comprehensive Plan Amendment is not ready for presentation.

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

CONSENT AGENDA

1. **Regular Board Meeting Minutes:**
 - a. ~~October 1, 2018 Town Board Meeting~~
 - b. ~~October 8, 2018 Special Town Board Meeting~~
2. **Routine Reports: None**
3. **Committee/Commission Reports: None**
4. **Operator's Licenses: October 1, 2018 – October 19, 2018**
5. **Other Committee Minutes:**
 - a. **August 1, 2018 Sanitary District Minutes.**
 - b. **September 12, 2018 Zoning & Planning Minutes.**
 - c. **September 18, 2018 Redevelopment Authority Minutes.**
6. **Pay Requests:**
 - a. **Boldt Invoice 16200-013 Community Center/Fire Station #1 in the amount of \$327,211.86.**
7. **Special Event & Street Closure Permits: None.**

Approved at the November 5, 2018 Town Board Meeting.

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 Peltier/Van Rossum to approve the consent agenda as amended. No further discussion. Motion carried in a voice vote, 5-0.

PUBLIC COMMENT: None.

PUBLIC HEARING: The Board will hear comments and may take action on any of the following items:

1. The recommendation from Zoning & Planning Commission on ordinance 2018-11, Chapter 135

Article V – R-1 Residential District, Section 25 – Building Setbacks.

Article VII – R-2 Residential District, Section 50 – Building Setbacks.

Article VIII – R-3 Multiple-Family District, Section 61 – Building Setbacks.

Article XIV – B-1 Business District, Section 130 – Building Setbacks.

Article XV – B-2 Business District, Section 141 – Building Setbacks.

Article XVIII – HI Heavy Industrial District, Section 177 – Building Setbacks.

Article XVII – LI Light Industrial District, Section 165 – Building Setbacks.

Staff explained that when the ordinance were amended several years ago, the side and rear yard building setbacks for property without curb and gutter were not included. These ordinance amendments reinstate the language for each zoning district. The Building Inspector has been enforcing these setbacks, however, the inclusion of this language strengthens the ordinance. The ordinances are located within the zoning code, therefore, a public hearing is required.

Chairman Danen opened the public hearing at 4:24 PM. After three calls for public comments, none were heard. The public hearing was closed at 4:25 PM.

Motion by Van Rossum/Danen to approve the ordinance amendments. No further discussion. Motion carried in a voice vote, 5-0.

~~**2. The recommendation from Zoning & Planning Commission on 2018-12 Chapter 135: Zoning relating to parking for Recreational Vehicles (RVs), Trailers, Boats and related equipment.**~~

ZONING & PLANNING:

1. Recommendation from Zoning & Planning on the request by Steven Zeitler, American Surveys, LLC, agent for property owner Shelley Stencil for a 2 lot Certified Survey Map for part of D-297 and D-298 located at 4145 Elmview Road.

The petitioner is requesting to subdivide the farmstead from parcels D-297 (31.84 ac) and D-298 (37.18 ac). Lands are currently zoned A-2, Agriculture, and PDD-BP, Business Park. The existing farmstead which contains a house and at least three accessory structures (all larger than the house) and a silo related to the agricultural use of the properties is bisected by the shared parcel line of parcels D-297 and D-298.

The petitioner is requesting approval of a two (2) lot CSM to subdivide the house and a 2,650 SF accessory building (Lot 2 – 2.6 ac) from the agricultural lands which will be combined (Lot 1 – 66.4 ac). Lot 2 would include the two remaining accessory structures and a silo. Lot 2 would be rezoned to R-R, Rural Residential.

Zoning & Planning Commission recommends approval of the CSM to the Board, subject to the following conditions prior to Town signatures:

1. Lot 2 be allowed to be increased in size to 131,000SF (3.0 ac) to accommodate the accessory structure as proposed.
2. Rezoning of the proposed Lot 1 to R-R and Lot 2 to A-2.
3. Approval of a Land Use Amendment for Parcel D-297 from Planned Mixed Use to Agricultural.
4. Add a 20-foot utility easement to Lot 1 of the CSM for the water line that serves Lot 2.
5. The following notations added to the CSM:
 - a. Any and all changes to the water service, and related costs, for Lot 2 will be the sole responsibility of the owner of Lot 2.
 - b. Future bicycle and pedestrian facilities will be provided in the right-of-way of Elmview Road and Shadow Lane.
6. Any technical corrections required by the Town Engineer or Brown County must be addressed prior to Town signature of the CSM.

MOTION by Van Rossum/Danen to approve the CSM with conditions set forth by Zoning & Planning. No further discussion. Motion carried in a voice vote, 5-0.

- ~~2. The recommendation from Zoning & Planning Commission on Comprehensive Plan Future Land Use Map Amendment. Parcels D-197, D-198, and D-198-2 from Parks/Public Open Space to Single Family Residential.~~

CLOSED SESSION:

1. **The Town Board may remain in closed session pursuant to WI State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for the purpose of discussion on lease for operations and maintenance of Ledgeview Golf Course.**

MOTION by M. Danen/Van Rossum for the Town Board to convene into closed session pursuant to WI State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for the purpose of discussion on lease for operations and maintenance of Ledgeview Golf Course. No further discussion. Roll call vote: M. Danen – Aye, Van Rossum – Aye, Peltier – Aye, Geurts – Aye. MOTION carried in a roll call vote, 4-0-1 with P. Danen abstaining.

The Town Board convened into closed session at 4:31 PM

Note that Chairman Danen recused himself from discussion and action on this item except for opening and closing the public hearing due to a conflict of interest.

MOTION by M. Danen/Geurts for the Town Board to reconvene into open session and act on any discussion had in closed session. No further discussion. Motion carried in a voice vote, 4-0.

The Town Board reconvened into open session at 4:55 PM. Not action was taken.

NEW BUSINESS:

1. **Discuss and act on Resolution Approving Boundary and Project Plan for Tax Incremental District No. 2 Town of Ledgeview, Wisconsin.**

Tax Incremental District Number 2 (TID No. 2) in the Town of Ledgeview has been prepared in compliance with Wisconsin Statutes §60.23(32)(f) and §60.85. The District is comprised of approximately 166 acres of land centered around the Ledgeview Public Golf Course along Dickinson Road to the east of Bower Creek Road. The creation of TID No. 2 was a contingency for purchasing Ledgeview Golf Course per the Special Meeting of Electors held July 10, 2018.

MOTION by M. Danen/Van Rossum to approve the Resolution Approving Boundary and Project Plan for Tax Incremental District No. 2. Roll call vote: Peltier – Aye, Geurts – Aye, Van Rossum – Aye, M. Danen – Aye. MOTION carried in a roll call vote, 4-0.

Note that Chairman Danen recused himself from discussion and action on this item except for opening and closing the public hearing due to a conflict of interest.

2. Discuss and act on Survey of Plat proposal from Mau & Associates, LLP.

The plat of survey work is for research, field work, marking up the existing property corners, and setting new or any missing property corners, locating structures and encroachments, preparing the map and filing the map with Brown County for the purchase of Ledgeview Golf Course.

MOTION by Van Rossum/Geurts to approve the Survey of Plat for the purchase of Ledgeview Golf Course. No further discussion. Motion carried in a voice vote, 4-0.

Note that Chairman Danen recused himself from discussion and action on this item except for opening and closing the public hearing due to a conflict of interest.

2. Recommendation from Park & Rec Committee for Professional Design Services for Scray Hill Park Baseball Fields Master Plan Development between Town of Ledgeview and Rettler Corporation.

The Town of Ledgeview and De Pere Baseball are interested in improvements to add two baseball fields at Scray Hill Park Facility. This contract is for design and bid documents to construct these facilities.

MOTION by Peltier/M. Danen to approve the agreement with Rettler Corporation for Design Services for Scray Hill Park Baseball Fields Master Plan Development. No further discussion. Motion carried in a voice vote, 5-0.

3. Review and approve the 2019 Lease Agreement between Town of Ledgeview and Ledgeview Sanitary District for new facilities.

The Town of Ledgeview and Ledgeview Sanitary District are their own entities and subsequently operate under their own budgetary constraints. This is the annual lease agreement which allows Ledgeview Sanitary District to rent office space from the Town of Ledgeview.

MOTION by Van Rossum/M. Danen to approve the 2019 Lease Agreement between Town of Ledgeview and Ledgeview Sanitary District. No further discussion. Motion carried in a voice vote, 4-1 with Geurts voting no.

4. Amend Shopko Express #501 Liquor License naming Eileen Webb as the new agent.

Board approval is required for a change of agent on liquor licenses.

MOTION by Peltier/Geurts to approve Eileen Webb as the Liquor License Agent for Shopko. No further discussion. Motion carried in a voice vote, 5-0.

5. Request from town staff to change the November 5, 2018 Town Board Meeting to 4:30 p.m. to accommodate Election Day setup.

Request by staff to move the November 5, 2018 Town Board Meeting to 4:30 p.m. to accommodate for election day setup.

MOTION by Van Rossum/Geurts to approve changing the time of the November 5, 2018 Town Board Meeting to 4:30 PM per staff's request. No further discussion. Motion carried in a voice vote, 5-0.

OLD BUSINESS: None.

COMMUNICATIONS:

1. **Notice of Injury Pursuant to §893.80 Grande Ridge Subdivision Stormwater Runoff Damages.**

The Clerk's Office received a Notice of Injury Claim regarding stormwater runoff damage during the recent flood storm.

ORDINANCES: None.

REPORTS:

Administrator:

- 2019 Budget Preparations
- Will be attending Department of Agriculture, Trade, and Consumer Protection Livestock Siting Board Review in Madison this week.

Clerk:

- Preparing for the Open House
- Preparing for the November 6th General Election
- Fall newsletter

Engineer:

- Status update on Trinity Ridge, Grande Ridge Estates, and The Crossing at Dollar Creek Second Addition.

Treasurer:

- Working on 2019 Budget.
- Sanitary Budget was finalized on October 17th.

Public Works:

- Update on the two new parks, Zelten Family Park and Dollar Road Park

Fire Department:

- Things are going good; settling into the new building.
- Update on training opportunities.

APPROVAL OF THE VOUCHERS:

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

ADJOURNMENT OF TOWN BOARD MEETING:

MOTION by Danen/Geurts to adjourn. No further discussion. Motion carried in a voice vote, 5-0. Meeting adjourned at 5:29PM.

Approved at the November 5, 2018 Town Board Meeting.

LEDGEVIEW COMMUNITY CENTER/FIRE STATION NO. 1 OPEN HOUSE 5:30 – 8:30 PM.

Notice is hereby given that the Ledgeview Town Board will be gathering on Tuesday, October 23, 2018 from 5:30 to 8:30 p.m. at the Ledgeview Community Center/Fire Station No. 1 for an Open House for an Open House commemorating growth while relaxing and enjoying the ledge. This is a social gathering is entrainment purposes only; no official town business will be conducted at this gathering by the Ledgeview Town Board.

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