

The Ledgeview Town Board held a meeting on **Monday, March 2, 2020 at 5:30 PM** in the Community Room located at Ledgeview Community Center, 3700 Dickinson Road, De Pere, WI 54115.

CALL TO ORDER

The meeting was called to order by Chairman Philip J. Danen at 5:30 PM.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited by all in attendance.

ROLL CALL

Members present were Chairman P. Danen, Supervisors Cullen Peltier, Mark Danen, and Al Cheslock. Supervisor Renee Van Rossum was excused.

Staff present were Administrator Sarah Burdette, Planner Mark Sauer, Engineer Scott Brosteau, Treasurer Renae Peters, Parks & Recreation Director Stephanie Schlag, Public Works Superintendent Andy Tenor, and Clerk Charlotte Nagel.

PUBLIC INFORMATION MEETING:

- 1. The Town Board will host a public information meeting with Brown County Emergency Management Director and Town presentation on Spring forecast for high water and flooding preparations and resources. This is an informational meeting only; no Town Board decisions will be made during the Public Information Meeting.**

Lauri Maki Director of Brown County Emergency Management gave a presentation on the potential of flooding along the East River in Ledgeview. Mr. Maki responded to audience questions and/or concerns and presented available resources to those in the affected areas.

Mr. Maki talked about the threat of high temps during the day, freezing temps at night, increased precipitation, and winds out of the north is a perfect recipe for flooding. There's three stages of a flood: planning and preparations, the flooding event, and recovery. Planning and preparations can plan a big part in the damage that's sustained during the event itself. Other suggested items of preparation are functional battery back-ups, elevate items off the basement floors, medications in one spot, a plan for those with special needs, a family evacuation plan, and flood insurance.

Mr. Maki informed the residents of a special website: www.floodinginbc.com to sign up for codeRED, Brown County Emergency Managements emergency alert system to stay informed on road closures and evacuation areas.

Sandbags will be available for residents to pick up soon from the Ledgeview Public Works Building. Watch the Town's social media accounts and website for announcements and instructions.

The Public Information Meeting ended at 6:13 PM.

The Board took a seven-minute recess to let the room clear of those who didn't want to stay for the Town Board Meeting.

The Town Board resumed their meeting at 6:20 PM.

AGENDA APPROVAL

Chairman P. Danen advised there are no changes to the agenda.

Approved at the March 17, 2020 Town Board Meeting.

MOTION by Peltier/M. Danen to approve the agenda as written. No further discussion. Motion carried in a voice vote, 4-0.

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. February 3, 2020 Town Board Meeting
 - b. February 18, 2020 Town Board Meeting
2. Routine Reports: None
3. Committee/Commission Reports:
 - a. Park Committee Volunteer Description and Committee Handbook.
4. Operator's Licenses: February 18, 2020 – February 28, 2020
5. Other Committee Minutes:
 - a. January 21, 2020 Park Committee Meeting Minutes.
6. Pay Requests:
 - a. Approve pay request #11 for Crossing at Dollar Creek, Contract G-2018, for \$26,338.11 to Jossart Brothers Inc.
 - b. Approve pay request #3 for red Hawk Landing, Contract D-2019, for \$220,185.49 to Jossart Brothers Inc.
7. Special Event & Street Closure Permits:
 - a. Walk for Hospice on Thursday, June 11, 2020 from 6:30 PM to 10:00 PM, starting at LedgeCrest Reserve on Dickinson Road to Unity Hospice on Oak Ridge Circle and back. This event is hosted by Unity Hospice.

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/M. Danen to approve the Consent Agenda as written. No further discussion. Motion carried in a voice vote, 4-0.

PUBLIC COMMENT:

After three calls, no comments were heard. Public Comment was closed at 6:18 PM

PUBLIC HEARING:

1. **The purpose of the public hearing is to hear comment on the request by Mach IV Engineering & Surveying, LLC., agent for Drew Bain of Wisconsin Public Service Corp., owner, for a Rezone Application on parcel D-361-1, located east of Wandering Brook Estates, 2115 Dickinson Road, from Heavy Industrial to Institutional Overlay to accommodate the expansion of the electrical power substation at this location.** Staff explained the 4.5 acre parcel is currently zoned HI, Heavy Industrial District, and has contained an electric substation for years. Wisconsin Public Service (WPS) is proposing to upgrade the equipment and add new transmission towers (ATC). A rezone to include the IO, Institutional Overlay District is now needed for new/expanded operations for small-scale public services and utilities.

The purpose of the Institutional Overlay (IO) District is to regulate the development of public and semipublic uses in a manner harmonious with surrounding uses. The IO District designation is intended to provide an area for activities relating to necessary important public services and provide for their continued operation. Zoning & Planning unanimously recommends approval with no conditions.

Chairman P. Danen opened the public hearing at 6:19 PM.

After three calls, no comments were heard. Public Comment was closed at 6:20 PM

Motion by M. Danen/Peltier to approve per Zoning & Planning's recommendation of no conditions. No further discussion. Motion carried in a voice vote, 4-0.

ZONING & PLANNING:

- 1. Recommendation by Zoning & Planning on the request by Mach IV Engineering & Surveying, LLC., agent for Drew Bain of Wisconsin Public Service Corp., owner, for a Building, Site, and Operations Application on parcel D-361-1, located east of Wandering Brook Estates, 2115 Dickinson Road, to accommodate the expansion of the electrical power substation at this location.**

Staff explained the petitioner is proposing a new transmission/distribution towers are needed to serve the new substation. Three of the towers will be located on the southern end of the site. An enclosed building is proposed to house equipment. An 8-foot high fence will be installed for security purposes. The chain link fence will be approximately 6-feet in height with 2-foot high barbed wire at the top. The fence will surround only the substation and equipment building. Code dictates The Town Board must approve security fencing. Zoning & Planning unanimously recommends approval with two conditions:

1. The site is rezoned to the HI/IO, Heavy Industrial with the Institution Overlay District.
2. Approval of the grading and stormwater design plan by the Town Engineer.

Motion by Peltier/Cheslock to approve the Zoning & Planning recommendation of approval with conditions. No further discussion. Motion carried in a voice vote, 4-0.

OLD BUSINESS: None.

NEW BUSINESS:

- 1. Discussion on Town financing and special assessment policies for road urbanization projects.**

Treasurer Peters created a spreadsheet of the overall impact of the special assessments on the Town's mil rate. There were several options that were talked about including hardship situation and what that would look like to the overall mil rate. Whatever the Board decides the policy needs to be fair and equitable.

There was also discussion regarding the difference between the Town of Ledgeview and the Ledgeview Sanitary District. The Ledgeview Sanitary District is a separate entity from the Town of Ledgeview and has the same financial responsibilities and borrowing authority as the Town. It's feared that some are confusing the two by combining the two entities together under the Town of Ledgeview. Water and sewer assessments are determined by the Ledgeview Sanitary District, and road urbanization, curb, gutter, and sidewalk are determined by the Town of Ledgeview. Therefore, two different assessments from two separate entities.

The Board advised the staff to research different financing options for further consideration.

- 2. Amendment to Town of Ledgeview Ordinance 2019-21, Livestock Operation Ordinance.**

Approval process of the Livestock Operation Ordinance was a review by the Department of Agriculture, Trade, & Consumer Protection (DATCaP) who recommended a few minor language amendments.

Motion by Cheslock/M. Danen to approve the amendment recommended by DATCaP. No further discussion. Motion carried in a voice vote, 4-0.

- 3. Discussion on solid waste and recyclables collection and disposal contract expiration.**

Discussion and feedback on the method the Town Board would like to have undertaken for contract renewal. The Board gave staff advise on what information they would like to see from Advanced before

deciding which direction they would like to go. The Board would also like a survey of the residents to see what services the residents would like to have the frequency of those services.

No action taken.

4. Discussion and feedback on the method the Town Board would like to have undertaken for contract renewal.

Town asked Brown County to consider the construction of a roundabout at the proposed area due to the future development impacts at the intersection of CTH G/Scray Hill Road/Bower Creek Road. Brown County confirmed the roundabout at this location was not in their plans, however, indicated that should Ledgeview decide to have a roundabout built it would be done at 100% Town cost. The Town is proceeding with the construction of the roundabout thus the contract with Brown County.

Staff advised the agreement was standard language from the County which the Town Attorney reviewed and approved.

Motion by M. Danen/Cheslock to approve the agreement as reviewed by the Town Attorney. No further discussion. Motion carried in a voice vote, 4-0.

5. Discuss and act on Resolution Authorizing the issuance and Sale of \$4,000,000 General Obligation Promissory Notes, Series 2020A.

This General Obligation Bond is for several infrastructure projects throughout the Town.

Motion by Peltier/M. Danen to approve the Resolution Authorizing the issuance and Sale of \$4,000,000 General Obligation Promissory Notes, Series 2020A. No further discussion. Motion carried in a voice vote, 4-0.

6. Discuss and act on Park and Athletic Facility Fee Schedule.

The Park and Recreation Committee has been reviewing the Park Facilities User Policy and Fee Schedule to be proactive about future requests for facility usage with a fair and equitable policy that can be implemented.

Motion by Peltier/Cheslock to approve as presented. No further discussion. Motion carried in a voice vote, 4-0.

7. Discuss and act on recommendation from Public Works Department for Temporary 8-ton weight limits.

Ledgeview Public Works operations superintendent proposes to post the following roads with an 8-ton temporary weight limit starting March 10th, 2020 and continuing until such time, that the frost has come out of the ground and the roads can withstand the normal traffic for building construction on said roads. Public Works operations superintendent will notify the Board as soon as the temporary weight limits can be removed. Effected roads are:

- Dollar Road from Half Crown Run to Lime Kiln Road
- Dollar Road east of Lime Kiln Road to the end
- Sportsman Drive
- Copper Lane
- Glenmore Road
- Oak Ridge Circle from Garret St. to Dickinson Road
- Cottonwood Lane just south of the first intersection with Sillmeadow Circle to the end.

Motion by P. Danen/M. Danen to approve as the Temporary 8-Ton Weight Limits. No further discussion. Motion carried in a voice vote, 4-0.

COMMUNICATIONS:

1. Discussion on letter from Ledgeview Fire Department Truck Committee on replacing outdated Tender 1812 with a new tender pumper.

The Board recognized receipt of the letter from the Fire Department Truck Committee. The purchase of a Tender to replace 1812 will be handled through the budgeting process.

ORDINANCES: None.

REPORTS:

Administrator:

- Representative Macco working on collection of personnel property taxes.
- Update was given on the Livestock Operations appeal.
- Monthly Sheriff's Department Activity Log.

Clerk:

- Election status were given.
- Open records requests.
- Newsletter to go out at the end of March.

Planner:

- Zoning & Planning working with the developer's of the Ledgeview Road Condo Project.

Treasurer:

- Working on bonding.
- Lexington letter was sent.
- Working on Annual Report for the Annual Meeting.

Engineer:

- Pine Grove Road Culvert Replacement Project set for bid opening next week.
- Scray Hill Road Urbanization Project set for bid opening next week.
- Red Hawk Landing Project set for bid opening at the end of the month.
- Bower Creek Road to close for sewer and water installation.

Parks & Recreations:

- Tree pruning services letter sent to home owners.
- Memo regarding emerald ash bore infestation.
- Working on the establishing a tree program.

Public Works:

- Water service main break.
- Attended training on cathodic protection. Water main repairs and parts.
- Stormwater pond remediation.

Board Comments: None.

APPROVAL OF THE VOUCHERS:

MOTION by Cheslock/M. Danen to approve the vouchers. No further discussion. Motion carried in a voice vote, 4-0.

CLOSED SESSION:

- 1. The Town Board may 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 Ledgeview Golf Course Lease Operations.**

MOTION by P. Danen/Cheslock for the Town Board may 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 Ledgeview Golf Course Lease Operations.

Roll call vote: M. Danen – Aye, Peltier – Aye, P. Danen – Aye, Cheslock – Aye. Motion carried in a roll call vote, 4-0.

The Town Board convened into closed session at 7:27 PM.

MOTION by P. Danen/M. Danen for the Town Board to reconvene into open session. No further discussion. Motion carried in a voice vote, 4-0. At 7:41 PM the Town Board reconvened into open session.

No action was taken in open session.

- 2. The Town Board may remain in closed session pursuant to WI State Statute 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises authority. The purpose is to discuss the vacant Public Works Director position.**

MOTION by Peltier/Cheslock for the Town Board to enter into closed session pursuant to WI State Statute 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises authority. The purpose is to discuss the vacant Public Works Director position. No further discussion.

Roll call vote: M. Danen – Aye, Peltier – Aye, P. Danen – Aye, Cheslock – Aye. Motion carried in a roll call vote, 4-0.

The Town Board convened into closed session at 7:42 PM.

MOTION by P. Danen/M. Danen for the Town Board to reconvene into open session. No further discussion. Motion carried in a voice vote, 4-0. At 8:08 PM the Town Board reconvened into open session.

No action was taken in open session.

- 3. The Town Board may reconvene into open session to take action on the matters discussed in closed session.**

See above items for Town Board action in open session.

ADJOURNMENT:

MOTION by P. Danen/M. Danen to adjourn. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 8:09 PM.

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