

Minutes

Ledgeview Sanitary District #2
3700 Dickinson Rd., De Pere, WI 54115

January 6, 2021

1. The Meeting was called to order at 4:30pm by President Ken Geurts.
2. **Members Present:** President Ken Geurts and Commissioner Dennis Watermolen. Luann Pansier was excused.
Support Staff Present: Renae Peters (Clerk/ Treasurer), Scott Brosteau (Engineer), Greg Potts (Public Works Director) and Andy Tenor (Water Operator)
3. **Agenda: Watermolen made a motion to approve the amended agenda as posted. Geurts seconded the motion. Motion carried unanimously.**
4. **Minutes: Watermolen made a motion to approve the December 2, 2020 minutes as written. Geurts seconded the motion. Motion carried unanimously.**
5. **Public Comment: None**
6. **Public Hearing: None**
7. **Heritage Heights Subdivision Final Developer's Agreement:** During the 2019 Town audit, an error was found regarding a deficit in collection of special assessments from Lexington Homes for the expenses of Heritage Heights Subdivision. After many months the Town and Lexington Homes came to an agreement on the funds owed and a draft final developer's agreement was proposed. Since the District was included in approvals on the original agreement for the subdivision, the Commission was asked to review the final agreement. **Geurts made a motion to approve the final amendment to the Heritage Heights Subdivision developer's agreement. Watermolen seconded the motion. Motion carried unanimously.**
8. **Private Water & Sewer System Agreements:** This is an ongoing agenda item. The following private system agreements were signed and returned for approval: Olde School Square and Ledgeview Estates. The Commission briefly reviewed the agreements. **Geurts made a motion to approve the private water and sewer system agreements for Olde School Square and Ledgeview Estates. Watermolen seconded the motion. Motion carried unanimously.**
9. **Mead & Hunt, Inc.:**
 - a. **2021 Rates:** Brosteau submitted the proposed 2021 rates for engineering and planning services. There was a 2.32% increase from the 2020 rates. **Watermolen made a motion to approve the 2021 Mead & Hunt, Inc. rates as submitted. Geurts seconded the motion. Motion carried unanimously.**
 - b. **Pay Req. #7- Dallas Ln.:** The Commission reviewed the final pay request for the Dallas Ln Water & Sewer extension project to Advance Const. in the amount of \$25,895.33. The pay request includes the retainer and small odds and ends. Not

included is the pond/ ditch matter on Bill Brennan's property. Any District cost for this item will be billed separately. **Geurts made a motion to approve final Pay Request #7 to Advance Const. in the amount of \$25,895.33. Watermolen seconded the motion. Motion carried unanimously.**

- c. **Misc. Updates:** Brosteau updated the Commission on active projects. The Brayden Ln fill project will be finished this week and Mystery Ridge subdivision's underground work is done for the year. Roadwork will resume in the spring. Stone Fence Preserve construction is ongoing and will continue through winter.
- 10. Staff Reports:**
- a. Potts asked the Commission if they would grant Subway an extension on installing a grease trap until June. The Commission agreed. Potts also mentioned that Trinity Ridge Farms has requested to move the utility easement on their lot 1 in order to build a home on the lot. Both MPU and CBCWA are against idea wanting to prevent possible damage to underground pipes. CBCWA's Tech Committee will be reviewing the request at their next meeting and Potts will relay the result. The Town of Scott is not interested in the District's lift station pump and it has not been otherwise sold so the equipment will be placed in storage for possible future use.
 - b. Peters informed the Commission the auditors will be onsite for the Interim audit on Monday and in February for the Final audit.
- 11. Vouchers: Watermolen made a motion to approve payments made since December 2, 2020. Geurts seconded the motion. Motion carried unanimously.**
- 12. Adjourn: Watermolen made a motion to adjourn at 4:49pm. Geurts seconded the motion. Motion carried unanimously.**

Minutes prepared and signed on January 8, 2021 by:



Renae Peters
Clerk/ Treasurer