

**Ledgeview Sanitary District #2 COMMISSION  
MINUTES**

**Wednesday, October 6, 2021 at 4:30 PM  
or as soon thereafter as possible  
Ledgeview Community Center  
Community Room  
3700 Dickinson Road, De Pere, WI 54115**

The Ledgeview Sanitary District #2 Commission, held a meeting on Wednesday, October 6, 2021 at 4:30 p.m. at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

**CALL TO ORDER**

The meeting was called to order by Commissioner Dennis Watermolen at 4:30pm.

**ROLL CALL**

Members present were Commissioners Dennis Watermolen and Luann Pansier. Ken Geurts was excused.

Staff present were Renae Peters (Clerk/ Treasurer), Greg Potts (Public Works Director), Andy Tenor (Water Operator), Scott Brosteau (Engineer) and Jen Broich (Town Clerk).

**AGENDA APPROVAL**

MOTION by Pansier, seconded by Watermolen to approve the agenda as written. No further discussion. Motion carried in a voice vote unanimously.

**APPROVAL OF MINUTES:**

Motion made by Pansier, seconded by Watermolen to approve the minutes from September 1, 2021. No further discussion. Motion carried in a voice vote unanimously.

**PUBLIC COMMENT:** None.

**COMMUNICATIONS:** None.

**OLD BUSINESS:**

1. **Brown County Port & Resource Recovery East Landfill Leachate Agreement.** The Commission reviewed the draft Brown County East Landfill Leachate Agreement as there were minor changes from the September meeting. Brosteau informed the Commission that the .24cfs referenced came from the District's Master Sewer Plan. The Green Bay Met Sewerage District is fine with the agreement but warns that any excess to the allocation will force a purchase of more capacity. The Commission was also concerned with the amount of truck traffic this would bring to the area, however, there is a heavy amount of traffic already using CTH X and the County has assured the District that the East Landfill will only be used as a secondary location with 5-7 trips in one day. The trucks would be able to completely enter the East Landfill and would not have to stop on the highway. The Commission worried that accepting the agreement would eventually lead to the East Landfill becoming the primary disposal site if De Pere's capacity was used up and staff offered to contact legal counsel to confirm this wouldn't happen. The Commission also briefly discussed the rate charged to the County, time of day for hauling and County notification of use.

Motion made by Watermolen, seconded by Pansier to approve the Brown County Industrial Service Agreement regarding leachate disposal at the East Landfill contingent on review by the District's legal counsel. Motion carried in a voice vote unanimously.

**NEW BUSINESS:**

1. **Request for service extension to Outlot 3 of the Heritage Heights subdivision.** Outlot 3, located on Cottonwood Ln., is not currently serviced by water and sewer due to an existing resident declining service. Seville Properties, LLC has requested services be extended to accommodate future platting. In response to the September meeting's public comments, staff reached out to the resident to ask if he had changed his mind; he did not. Brosteau submitted a report outlining options for extension for the Commission to consider. After discussion, the Commission decided to extend water service and loop it, and to allow holding tanks or a grinder station for sewer until such time as municipal service becomes available. Properties would then have one year to connect to sewer and destroy the holding tanks. Agreements stating these terms are to be filed on the plat and each individual parcel.

Motion made by Pansier, seconded by Watermolen to approve extending water service to Outlot 3 of Heritage Heights subdivision and allow holding tanks for sewer until such time as municipal service becomes available. Agreements must also be placed on the plat and parcels stating these conditions. Motion carried in a voice vote unanimously.

2. **Extension of audit contract with CliftonLarsenAllen (CLA).** The prior contract with Schenck/ CLA came to an end with the 2020 audit. Staff contacted senior auditor Sternhagen for a proposed contract extension and received the attached letter for a 5-year period. The price increased 7% and includes a standard (for CLA) technology and support fee. Peters also told the Commission about the great relationship staff has with the auditors and that the Town also approved their rates.

Motion made by Pansier, seconded by Watermolen to approve the proposed extension of audit services with CLA for 5 years. Motion carried in a voice vote unanimously.

**MEAD & HUNT, INC.: Updates:** None.

**STAFF REPORTS:**

1. **Public Works Director/ Water Operator:** Potts informed the Commission that the crew is operating valves, he is working finding a vendor to install the sidewalk on Silverstone Trl. and he had an insurance drive-around with Ansay Insurance. The DNR audit was completed with no deficiencies and the Emergency Response Plan will be submitted to the DNR soon.
2. **Clerk/ Treasurer:** Beyond the submitted report, Peters introduced the Commission to the new Town Clerk, Jen Broich. The Commission then decided to hold the public hearing for the 2022 budget and levy on Wednesday October 27<sup>th</sup> at 4:30pm and had a brief discussion regarding levy and the sewer tax rate.

**VOUCHERS:** Motion made by Pansier, seconded by Watermolen to approve payments made since September 1, 2021. Motion carried in a voice vote unanimously.

**ADJOURNMENT:**

MOTION by Watermolen, seconded by Pansier adjourn. No further discussion. Motion carried in a voice vote unanimously. Meeting adjourned at 5:19pm.

Respectfully submitted,

Renae Peters, Clerk/ Treasurer  
Ledgerview Sanitary District #2, Brown County, WI