

LEDGEVIEW TOWN BOARD MINUTES
October 19, 2021 at 4:30 p.m.
or as soon thereafter as possible
Ledgeview Community Center
3700 Dickinson Road, De Pere, WI 54115

CALL TO ORDER

The meeting was called to order by Chairman P. Danen at 4:30 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

ROLL CALL

Present was Chairman Phil Danen, Supervisors Renee Van Rossum, Mark Danen, Sachin Shivaram and Alan Matzke.

Staff present was Administrator Sarah Burdette, Clerk Jen Broich, Zoning Administrator Dan Teaters, Planner Dustin Wolfe, Engineer Scott Brosteau, Public Works Director Greg Potts, Treasurer Renae Peters and Park and Recreation Director Stephanie Schlag.

AGENDA APPROVAL

Chairman P. Danen asked to take off item 1a of the Consent Agenda, the approval of the October 4, 2021 Town Board minutes.

Chairman mad a motion to revise the agenda by having the presentation occur directly after the Consent Agenda as the audience attendance was here for that portion of the meeting.

Motion by P. Danen to approve the agenda with these changes, seconded by A. Matzke. Motion carried in a voice vote, 5-0 at 4:31 p.m.

CONSENT AGENDA

1. Regular Board Meeting Minutes: None.
2. Routine Reports:
3. Committee/Commission Reports: None.
4. Operator's Licenses: October 3, 2021 – October 16, 2021
5. Other Committee Minutes:
 - a. September 1, 2021 Sanitary District Committee minutes
 - b. June 16, 2021 Redevelopment Authority minutes
 - c. August 11, 2021 Zoning and Planning Commission minutes
 - d. September 15, 2021 Zoning and Planning Commission minutes
6. Pay Requests: None.
7. Special Event & Street Closure Permits: None

Motion by M. Danen to approve Consent Agenda, seconded by R. Van Rossum. No further discussion. Motion carried in a voice vote, 5-0.

COMMUNICATIONS:

1. Recognition of Rod Kowalczyk – former Park, Recreation & Forestry Committee member.
 - a. Thanked him for his years of service and dedication
 - b. Presented with a plaque and photo op.
2. Recognition of Lora Matzke – former Redevelopment Authority Committee member.

1. McGrath Consulting's presentation of findings from the Ledgeview Fire Department and Emergency Services Review and Analysis.

Dr. Tim McGrath, the CEO and Project Manager of McGrath Consulting presented his findings of the study, along with help from his consulting team. Present were Chief Mike Stried and Ms. Malayna Halvorson Maes.

Dr. McGrath started out the presentation reiterating that the study is a snapshot of the time of completion. Stated that they are not the same fire department as they were ten years ago. The main findings had to deal with governance (Town Board's Authority / Role), Dysfunction / Interpersonal Relations, Wisconsin SPS 330, Data, Human Resources and Training.

Stated that all departments in the state need to meet certain standards according to Wisconsin SPS 330 which articulates what they will hold you responsible for. Volunteer fire departments have a hard time meeting these standards.

Dr. McGrath gave a summary of his report which was based on a list of recommendations in priority of hierarchy. Items rated as a Priority 1 were deemed 'Urgent / Immediate' as it could pose a threat to a member's life, legal and/or regulatory compliance violations. Priority 2 were deemed 'Pressing' as it would have a significant impact on organization. Priority 3 were 'Important' as the organization would benefit by addressing these items soon. Priority 4 were for 'Future Consideration' as it could contain items that needed to be addressed or for future plan of action. Lastly, Priority 5 were 'Information Only' as the Town should just be aware and take under consideration.

Report pressed the question, "Who runs the Fire Department?" Explained why it has to be the Board vs the Fire Chief.

Stated there was a lot of mistrust between the members. Suggested that the Fire Chief not be elected by members and that they should be appointed based on qualifications. Noted the need for the Fire Chief to get assistance.

Went over some of the more / most positive points, being the current members have a lot of camaraderie, good group of core people, good apparatus, chain of command is followed, good training, usually get things when needed, and have a great facility.

Some of the weaknesses that were noted were the communication between the officers and the member doesn't exist. Its members are losing interest; there is weak leadership and unqualified members. The training continues to regress; there is a lack of daytime members even though there is no data to show that more daytime members are actually needed. There is still the sense of a 'good old boys club'; and the department leadership does not hold members accountable.

Went over the results from a SWAT exercise, find out the internal strengths and weaknesses of the department.

Internal strengths: dedication	External strengths: mutual aid and training opportunities
Internal weakness: the meeting room	External threat: Town Board

Within the report Dr. McGrath provided a proposed organization chart for governance.

Ms. Malayna Halvorson Maes who is the Human Resources consultant spoke about critical priorities that need to be addressed and completed.

First being that there needs to be definition as to how members are paid. Fair labor standards allow for individuals in a public sector to volunteer your time. All comes down to how they are compensated. Volunteers are also able to be paid. Cannot pay an employee on an hourly basis if they are volunteers, but can stipend based on showing up. Hourly basis has to follow minimum wage laws and all overtime laws. Currently how members are being

compensated right now needs to be corrected. If they are going to be volunteers have to remove the per call, per hour as that is an hourly employee.

There is a true desire to get the organization going in the right direction. The first steps are to break down the barriers which starts at the top and works its way down the organization. Strong recommendation is that the chief along with his officers start routine meaningful conversations with the town administration. The Town is not able to address or help the organization if they don't know.

Dr. McGrath spoke again and recommended that staff get training on emergency reporting. Staff should know how to retrieve reports and data, spend the money to get that training.

Dr. McGrath then spoke to the Board. He recommended that they need to first appoint a fire chief. Even to appoint an interim fire chief that is someone who understands and can spend the time to begin to approach the "us / them" and bring people together. Or, appoints a fire chief as full time, who reports to the Town Administrator and within twenty-four months they should be able to meet the SCS 330 standards.

Or, the Town can contract out and disband this organization. There is the possibility to contract out with De Pere, or Green Bay.

Another point made is pertaining to the current facilities. Ledgeview does have two stations, but neither go across the interstate. So there is a large area that cannot meet the 1720 standards. A need for a third station is something that needs to be watched, and to determine if it needs to be built or something that GB Metro can take care of.

Chairman Danen thanks Dr. McGrath and his team for his services and the efforts that have done.

Chairman P. Danen then opened the floor and asked the audience if anyone had any other questions or further comments for Dr. McGrath or his team with relation to the fire report.

Floor opened up for questions for public comment as it relates to the fire report at 5:32 p.m.

There was one question in which Ms. Malayna Halvorson Maes addressed as to whether the department can run as a volunteer paid on call, and the answer is affirmatively being "YES". The Town will have to make a determination as to whether they are going to make the paid on call be hourly or a paid on a per-steepened basis, anything timed productivity goes away. Meaning they would get a rate of pay if they show up to a fire, and they would get a rate of pay if they show up to training.

After a call for further comments, the floor was closed.

Chairman P. Danen suggested to make a motion to accept the report and keep it on file with the Town.

Supervisor A. Matzke made a motion to accept the report and keep it on file with the Town.

Motion seconded by S. Shivaram. Motion carried in a 5-0 voice vote unanimously at 5:34 p.m.

Dr. McGrath wanted to add that an area the Fire Department is doing extremely well is fire prevention pertaining to the occupancies and inspections and getting those monies.

PUBLIC COMMENT:

Chairman P. Danen opened public comment up to anything else or anything relative to the agenda or public hearings at 5:35 p.m.

After a call for additional comments, public comment was closed at 5:36 p.m.

PUBLIC HEARING:

1. Notice is hereby given the Ledgeview Town Board will be holding a public hearing on the application for a **Class “A” Beer and Cigarette License** for: Indianhead Oil, LLC, Trade Name (dba) Holiday Stationstore #510 located at 1536 Silverstone Trail.

The public hearing was opened by Chairman P. Danen at 5:36 p.m. After three calls for public comment, none were heard. Chairman P. Danen closed the public hearing at 5:37 p.m.

2. Notice is hereby given the Ledgeview Town Board will be holding a public hearing on the request by Dan Kaster (owner) to rezone approximately 1.377 acres of parcel D-289, 2700 block of Pine Grove Road, identified as Lot 2 on the following land division, from A-1 Agriculture – Farmland Preservation to R-R Rural Residential.

The public hearing was opened by Chairman P. Danen at 5:37 p.m.

Staff presented stating the petitioner is requesting to rezone Lot 2 from the AG-FP, Farmland Preservation District to the R-R, Rural Residential District. This rezoning request accompanies a Certified Survey Map (CSM) lot division request to split the existing 37-acre parcel into two lots:

- 35-acre lot for agricultural operations (Lot 1)
- 1.4-acre lot for residential use (Lot 2)

The rezone of Lot 2 is necessary since the land division will make the parcel less than the required 35 aggregate acres allowed in the AG-FP District and the non-farm residence will not be a permitted use.

After three calls for public comment, non were heard. Chairman P. Danen closed the public hearing at 5:38 p.m.

3. Notice is hereby given the Ledgeview Town Board will be holding a public hearing on the request by Dave Chrouser of Mau & Associates, on behalf of Michael Kane (owner) to rezone approximately 5.0 acres of parcel D-256, 4151 Dickinson Road, identified as Lot 1 on the following land division, from A-2 Agriculture to B-2 Business.

The public hearing was opened by Chairman P. Danen at 5:38 p.m.

Staff presented stating at its November 11, 2020 meeting, the ZPC approved a concept review for a 5-acre area (Lot 1) to be rezoned from the A-2, Agriculture District to the B-2, Business District and the remainder (Lot 2) to be rezoned from A-2 to the R-R, Rural Residential District. Lot 1, proposed to be rezoned to B-2, has a house, garage, two sheds and a barn o it currently. The petitioner stated that the barn will be immediately removed, but they plan to leave the other structures (including the residence) there for the time being.

This area has experienced the recent conversion of land from agricultural to residential and to a lesser extent commercial development. Public utilities have been extended to Copper Lane / Lime Kiln Road (about ¾ mile) to the north and are about 1/3 mile to the west. There is no timing on the extension of utilities, and there are some obstacles (reluctant adjacent property owners) to overcome, but it is some years off.

Chairman P. Danen made three calls for public comment, non were heard. Chairman P. Danen closed the public hearing at 5:39 p.m.

4. Notice is hereby given the Ledgeview Town Board will be holding a public hearing on the request by David Norwood (owner) for a Conditional Use Permit to allow a duplex to be converted to a condominium on parcel D-957, 2041-2043 River Point Court.

The public hearing was opened by Chairman P. Danen at 5:39 p.m.

The petitioner is requesting approval of a conditional use permit to convert an existing duplex into a zero lot-line development. Nothing on the existing site is proposed to change. A condominium plat has been provided for simultaneous review.

Chairman P. Danen made three calls for public comment, none were heard. Chairman P. Danen closed the public hearing at 5:40 p.m.

ZONING & PLANNING:

1. **Discuss and act on** recommendation from Zoning and Planning Commission on the request by Dan Kaster (owner) to rezone approximately 1.377 acres of parcel D-289, 2700 block of Pine Grove Road, identified as Lot 2 on the following land division, from A-1 Agriculture – Farmland Preservation to R-R Rural Residential.

Staff presented stating the petitioner is requesting to rezone Lot 2 from the AG-FP, Farmland Preservation District to the R-R, Rural Residential District. This rezoning request accompanies a Certified Survey Map (CSM) lot division request to split the existing 37-acre parcel into two lots:

- 35-acre lot for agricultural operations (Lot 1)
- 1.4-acre lot for residential use (Lot 2)

The rezone of Lot 2 is necessary since the land division will make the parcel less than the required 35 aggregate acres allowed in the AG-FP District and the non-farm residence will not be a permitted use.

The ZPC recommend approval of the rezone part of the 2700 block of Pine Grove Road with conditions.

Chairman P. Danen requested a motion to approve.

Motion made by A. Matzke to approve the rezone of approximately 1.377 acres of parcel D-289, 2700 block of Pine Grove Road, identified as Lot 2 from A-1 Agriculture – Farmland Preservation to R-R Rural Residential with the following conditions listed from Zoning and Planning:

1. The proposed rezoning to the R-R District is consistent with the current zoning and development trends in the area.
2. The land is suitable for low-density, single-family residential use.
3. The proposed Zoning District conforms to the goals expressed in Chapter 2 and the planned land use illustrated on the Future Land Use Map of the adopted Comprehensive Plan.
4. Rezoning is conditioned on the approval and recording of the two lot CSM.

Motion seconded by M. Danen to approve. No further discussion. Motion carried unanimously in a voice vote, 5-0.

2. **Discuss and act on** recommendation from Zoning and Planning Commission on the request by Tory Collins, on behalf of Dan Kaster (owner) for a proposed land division of parcel D-289, 2700 block of Pine Grove Road, creating two lots.

Staff presented with background stating that the petitioner is requesting the approval of a CSM to create two (2) lots from the existing 37 acre agricultural and forest lot. Lot 1 is proposed to be: 35 acres (1,540,474 sq. ft.) and Lot 2 is proposed to be 1.4 acres (60,000 sq. ft.), both with public street access off Pine Grove Road. This CSM also proposes to dedicate 0.7 acres (32,359 sq. ft.) to the public right-of-way in addition to maintaining its 12-foot-wide utility easement. The existing parcel is currently zoned AG-FP, Farmland Preservation. A rezone of Lot 2 to R-R, Rural Residential accompanies this application.

The ZPC recommend approval of the CSM with conditions.

Chairman P. Danen requested a motion to approve.

Motion made by M. Danen to approve the CSM of the land division of parcel D-289, 2700 block of Pine Grove Road, creating two lots with the following conditions listed from Zoning and Planning:

1. Approval of rezoning Lot 2 to R-R Rural Residential.
2. All setbacks shall be denoted on the CSM. The required setbacks from the wetlands are required to be illustrated on Lot 2.
3. Add the following notations:
The County's required ESA language to be included in the notes on the CSM.
"Connection to municipal sewer and water shall occur within one year of availability."
4. Transfer of the sliver of lands from parcel D-289 to D-290 with a CSM for parcel D-290.
5. Any technical corrections are required by the Town Engineer or Brown County prior to Town signatures

Motion seconded by R. Van Rossum to approve. No further discussion. Motion carried unanimously in a voice vote, 5-0.

3. **Discuss and act on** recommendation from Zoning and Planning Commission on the request by Dave Chrouser of Mau & Associates, on behalf of Michael Kane (owner) to rezone approximately 5.0 acres of parcel D-256, 4151 Dickinson Road, identified as Lot 1 on the following land division, from A-2 Agriculture to B-2 Business.

Staff presented stating at its November 11, 2020 meeting, the ZPC approved a concept review for a 5-acre area (Lot 1) to be rezoned from the A-2, Agriculture District to the B-2, Business District and the remainder (Lot 2) to be rezoned from A-2 to the R-R, Rural Residential District.

Lot 1, proposed to be rezoned to B-2, has a house, garage, two sheds and a barn on it currently. The petitioner stated that the barn will be immediately removed, but they plan to leave the other structures (including the residence) there for the time being.

This area has experienced the recent conversion of land from agricultural to residential and to a lesser extent commercial development. Public utilities have been extended to Copper Lane / Lime Kiln Road (about ¾ mile) to the north and are about 1/3 mile to the west. There is no timing on the extension of utilities, and there are some obstacles (reluctant adjacent property owners) to overcome, but it is some years off.

ZPC recommended approval of the rezone with conditions.

Motion made by S. Shivaram to approve the rezone of approximately 5.0 acres of parcel D-256, 4151 Dickinson Road, identified as Lot 1 on the following land division, from A-2 Agriculture to B-2 Business with the following conditions listed from Zoning and Planning:

1. Conditioned on approval and recording of the two lot CSM for parcel D-256.
2. The Proposed rezoning to the R-R, Rural Residential District and B-2, Business is consistent with the current zoning and development trends in the area.
3. The lands are suitable for low-density single-family residential and commercial development at the intersection.
4. The proposed zoning districts conform to the goals of the adopted Comprehensive Plan and the land use illustrated on the Future Land Use Map.

Motion seconded by A. Matzke to approve. No further discussion. Motion carried unanimously in a voice vote, 5-0.

4. **Discuss and act on** recommendation from Zoning and Planning Commission on the request by Dave Chrouser of Mau & Associates, on behalf of Michael Kane (owner) for a proposed land division of parcel D-256, 4151 Dickinson Road, creating two lots.

The petitioner is requesting the approval of a CSM to create tow (2) lots from the existing 15 acres agriculturally used parcel. Lot 1 is proposed to be: 5 acres (217,720 sq. ft.) and Lot 2 is proposed to be 10 acres (435, 682 sq.

ft.), both with public street access off Lime Kiln Road. A house, garage, barn and 2 sheds are located on the proposed Lot 1. The barn will be immediately removed.

The parcel is currently zoned A-2, Agricultural. Lot 1 is proposed to be rezoned to the B-2 Business District and Lot 2 is proposed to be rezoned to the R-R District and to continue its existing use.

ZPC recommended approval of the land division with conditions.

Motion made by R. Van Rossum to approve the CSM land division of parcel D-256, 4151 Dickinson Road, creating two lots, with the following conditions listed from Zoning and Planning:

1. Approval of the rezoning of Lot 1 to B-2 and Lot 2 to R-R, and recording of the CSM.
2. Razing existing accessory structures on Lot 1 with a change of use on Lot 1.
3. All setbacks shall be denoted on the CSM.
4. Notation added to the CSM stating:
 “Connection to municipal sewer and water shall occur within one year of availability.”
5. Any technical corrections are required by the Town Engineer or Brown County prior to Town signatures.

Motion seconded by M. Danen to approve. No further discussion. Motion carried unanimously in a voice vote, 5-0.

5. **Discuss and act on** recommendation from Zoning and Planning Commission on the request by David Norwood (owner) for a Conditional Use Permit to allow a duplex to be converted to a condominium on parcel D-957, 2041-2043 River Point Court.

The petitioner is requesting approval of a conditional use permit to convert an existing duplex into a zero lot-line development. Nothing on the existing site is proposed to change. A condominium plat has been provided for simultaneous review.

The adopted Comprehensive Plan specifies that the Town should “Provide for a mix of residential uses and housing types within neighborhoods...” While zero lot-line development is not specifically called out, the proposed conditional use meets the need to provide a product that is desired in the community. The proposed conditional use is consistent with the Plan.

ZPC recommended approval of the conditional use permit with conditions.

Motion made by A. Matzke to approve the CUP, Conditional Use Permit to allow a duplex to be converted to a condominium on parcel D-957, 2041-2043 River Point Court with the following conditions listed from Zoning and Planning:

1. Approval of the condominium plan and compliance with all conditions.
2. Recording of the Condominium Plat and Declarations with the Register of Deeds.

Motion seconded by M. Danen to approve. No further discussion. Motion carried unanimously in a voice vote, 5-0.

6. **Discuss and act on** recommendation from Zoning and Planning Commission on the request by Steve Bieda of Mau & Associates, on behalf of David Norwood (owner) for a proposed condo plat on parcel D-957, 2041-2043 River Point Court.

The petitioner is requesting approval of a condominium plat to convert an existing duplex into a zero lot-line development. Nothing on the existing site is proposed to change. The parcel is currently zoned R-2, Residential District. The adjacent properties are also in the R-2 District and contain two-family dwellings. Condominiums and two-family dwellings are permitted by conditional use. The evaluation of the conditional use permit is a separate agenda item.

ZPC recommended approval of the Condominium Plat with conditions.

Motion made by R. Van Rossum to approve the CSM proposed condo plat on parcel D-957, 2041-2043 River Point Court, with the following conditions listed from Zoning and Planning:

1. Illustrate location of sanitary and water service for each unit on the condominium plat.
2. Illustrate easements where necessary for water, sewer, and utility services on the condominium plat.
3. Provide all setbacks on the CSM.
4. Add a restrictive covenant on the condo plat which states:
“Building permits are limited to the development of zero-lot-line condos on Lots 1 through 2 inclusive, unless two adjoining lots are combined and used as a single lot for the construction of a single-family dwelling unit. In this case, an odd number of lots may not be left as a series of consecutive lots.”
5. Add notes to the plat which states:
“When attached dwelling units are created, matters of mutual concern to the adjacent property owners, due to construction, catastrophe, and maintenance, shall be guarded against by private covenants and deed restrictions and the approving authorities shall not be held responsible for same.”

“There shall be a common wall. Wherever improvements abut on the common boundary line between adjoining units, there shall be a two-hour fire wall running from the lowest floor level, including the basement if it is the common wall, to the underside of the roof sheathing. Such basement walls, if any, shall be waterproof masonry.”
6. Any technical corrections required by the Town Engineer and Brown County.

Motion seconded by S. Shivaram to approve. No further discussion. Motion carried unanimously in a voice vote, 5-0.

OLD BUSINESS:

1. Continued discussion on Large Bulky Item Drop Off.

The Town had previously approved completing a one-day bulk and electronic drop-off at our Public Works Facility located at 1915 Scray Hill Road with evaluation by staff to address future needs and new information upon completion.

Staff was also requested to put information together for resident’s current options with Harter’s and Brown County and post it on our website, newsletter and Facebook. This has been completed.

Ledgeview currently contracts with Harter’s for our garbage and recycling collection. In addition to that, Harter’s also offers bulk garbage collection every other week on Tuesday’s for residents. The fees are as follows: large furniture \$40, non-Freon appliances \$40, Freon appliances and electronic items \$60. There are discount rates provided if the resident has multiple items. Discounts vary on what items are being disposed of and how much. In order to receive this service, residents need to call Harter’s direct and Harter’s will work with the resident on pickup date and invoicing. Staff reached out to Harter’s and requested the amount of residents that called and utilized the bulk waste pickup – which was a total of 55 parcels. They did have approximately fifteen residents that called to ask about it but refused services as the cost was too high.

Residents also have the option to take their large bulky items and Freon appliances directly to the Brown County Transfer Station. The minimum dumping fee for solid waste is \$23.00 for up to 880 lbs. Electronic devices can be delivered to Brown County Hazardous Material Recycling Site, in which the costs vary based on item and per pound for larger devices.

Staff reached out to the City of De Pere to look at the financial impact of having a join large bulky drop off site which would be approximately \$27,000/year to the sanitation impact fees. That would increase the rate approximately \$11 per parcel.

Staff also figured out the financial impact if the town staff were to do the bulky item pickup throughout the Town by utilizing the City of Green Bay's equipment (free of charge). The caveat to that is that if anything were to happen to their vehicles it would be the Town's responsibility to fix; and the trucks are very old. Between staff wagers, diesel fuel, the solid waste disposal fee and equipment repair, the projected cost is approximately \$5,140.

Staff recommends completing a one-day collection in Ledgeview at the Public Work Facility in April and October of 2022. This will allow staff to evaluate the future needs of this service and have a better understanding of the cost associated to offer this service.

Chairman M. Danen proposed another option which is to go with De Pere who has their site open two days a week, and allow Ledgeview residents to pay and have us use their facility, by possibly buying a pass. Chairman M. Danen did not like the idea of having four Saturdays in a row as he doesn't like limiting the residents to a set amount of time.

Decision to be tabled for next meeting after getting De Pere's info.

NEW BUSINESS:

1. Request for approval of "Class A" (Beer – off premises) alcohol retail license for Indianhead Oil, LLC, Trade Name (dba) Holiday Stationstore #510, 1536 Silverstone Trail.

Staff presented stating that this is a new 24-hour gas station. Corporate owner, Indianhead Oil, LLC, submitted all appropriate paperwork and met all requirements. Recommends approval.

This application goes along with Items No. 2 and 3 under New Business.

Chairman P. Danen suggested voting on items #1, #2 and #3 simultaneously.

Motion made by R. Van Rossum to approve the "Class A" Beer Alcohol License, and Tobacco License, along with approving Paul Perlewitz as the Agent for the Holiday Stationstore #510 located at 1536 Silverstone Trail with no conditions.

Motion seconded by S. Shivaram. No further discussion. Motion carried unanimously in a voice vote, 5-0.

2. Request to appoint Paul Perlewitz as Agent for Holiday Stationstore #510, 1536 Silverstone Trail.

Approved with items number 1 & 3 of New Business simultaneously.

3. Request for approval of Cigarette License for Indianhead Oil, LLC, Trade Name (dba) Holiday Stationstore #510, 1536 Silverstone Trail.

Approved with items number 1 & 2 of New Business simultaneously.

4. Approve Resolution 2021-13: Approving the Use of Sixty-Foot Roadway Right-of-Ways in the Stone Fence Preserve Subdivision.

In order to certify our roadways mileage with the State anything under sixty feet of right-of-way needs to be approved by the State. Resolution needs to be approved for this subdivision so the Town can submit that to the State.

Motion made by S. Shivaram to approve Resolution R-2021-13. Motion seconded by M. Danen. No further discussion. Motion carried unanimously in a voice vote, 5-0.

5. Approve Resolution 2021-14: Authorizing the Issuance and Sale of \$4,630,000 Taxable General Obligation Refunding Bonds, Series 2021C.

Staff presented stating this is the refinancing for the 2018 bond for TID No. 2's debt issue, which was anticipated and is a planned refinancing. The first four years we are under 1% interest which is amazing in that sale. Because we did so well, they had to change the dollar amount to \$4,640,000. Any additional monies will go towards paying the debt back.

Motion made by A. Matzke to approve Resolution R-2021-14. Motion seconded by S. Shivaram. No further discussion. Motion carried unanimously in a voice vote, 5-0.

6. Approve Resolution 2021-15: Resolution Authorizing the Issuance and Sale of \$6,420,000 General Obligation Refunding Bonds, Series 2021D.

Staff presented stating the actual dollar amount is \$6,160,000 as we sold over par. We had a premium so large they had to lower the amount otherwise we would get in trouble with the SEC. This is nontaxable because of the projects funded by this amount. The interest rate is 2%.

Motion made by R. Van Rossum to approve Resolution R-2021-15. Motion seconded by M. Danen. No further discussion. Motion carried unanimously in a voice vote, 5-0.

7. Approve Resolution 2021-16: Approving Election Map and creation of 11th Ward from Census.

Staff presented stating that there is a need for an 11th ward because within the past ten years there has been a 27% growth in population. While following the State's statutes and guidelines, a town's ward is not allowed to have a population over 1,000. Based on the results of the 2020 census, and where the census blocks are in accordance to ward boundary lines, it was impossible to keep the town at ten wards.

Motion made by M. Danen to approve Resolution R-2021-16, Town's Election Map. Motion seconded by S. Shivaram. No further discussion. Motion carried unanimously in a voice vote, 5-0.

8. Approve Resolution 2021-17: Confirming the Install of Sidewalks Along Dollar Road.

Staff presented stating that within our Capital Improvement Plan for 2022 and 2023, listed as one of its projects was to install curb, gutter and sidewalks along Dollar Road, to match the sidewalks in nearby subdivisions. We are able to get extra points in relation to this grant if we have a resolution supporting those additional sidewalks.

Depending on the rating of our application we would possibly be able to get 50% or 90% of the project costs covered.

Motion made by A. Matzke to approve Resolution R-2021-17 Confirming the Install of Sidewalks Along Dollar Road. Motion seconded by M. Danen. No further discussion. Motion carried unanimously in a voice vote, 5-0.

ORDINANCES:

None.

PROPOSED BUDGET WORKSHOP SESSION:

1. The Town Board will be conducting a workshop session with staff to review the 2022 proposed budget and the final 2022 Capital Improvement Plan. Budget items review are for discussion only.

Staff presented explaining our projected levy is \$3,690,189 which is divided by our assessed value gets us the projected Mill Rate amount which is approx. \$3.586 which is an increase of \$0.286.

Chairman P. Danen explained for the new members on the board, that the Town Board would be able to raise taxes at most, \$3.994, which is based on our debt and the amount of levy that the DOR allows us.

With population growth there comes additional services and infrastructure that is needed. Chairman P. Danen stressed the need that eventually we may have to look at performing some of the contracted services ourselves, i.e. snowplowing. Does not like being at the whim of our contractors.

The County is lowering their mill rate \$0.26; De Pere School District is lowering their mill rate \$0.70, Green Bay School District is lowering their mill rate \$0.73, meaning overall it will drop off \$0.90 per 1,000.

Town staff is proposing an increase of \$0.28, which would still be lowering residents tax bills.

Supervisor A. Matzke really appreciates the CIP that was presented. Asked if going forward it could be presented in a way that would help him have a better understanding with regards to the future projects in having that correlate with the mill rate.

Staff advised that they were already looking to engage in a consultant for 2022 to help work out a strategic plan and to incorporate it with our CIP for that exact reason.

Proposed garbage charge is proposed to go from \$165 up to \$180. This is to cover the increased fees from Harters and Brown County Port and RR raised their fees per ton.

Discussion was had amongst the board to decide how much to put the Stormwater rate.

Staff explained the next steps in the budgeting process. Going forward, if the Town Board approves the \$3.586 rate, the Treasurer will then go forward with getting the numbers needed from the State in getting the assessed value what it actually will be. The trash and stormwater will then be put in a 'per parcel list' that will then be sent off to the County to be put on the tax bill.

REPORTS:

Administrator:

- Written report as submitted

Clerk:

- Continue with WEC training.
- Look into providing campaign packets for Supervisors R. Van Rossum and M. Danen who will be up for reelection.

Zoning and Planning:

- Enforcement issue with the demo of the former nursing home on Dickinson. Chairman P. Danen suggested giving them a deadline for to have it complete by the end of the month.

Developer:

- Finishing up certification for the Department of Revenue finalizing the TID No. 1 Amendment No. 2

Fire Chief:

- Pub Ed classes being rescheduled

Treasurer:

- Written report as submitted

Park & Recreation:

- Park facilities will be closed up on November 1st
- Written report as submitted

Public Works:

- Going over the yard waste site report
- Written report as submitted

Engineer:

- Next round of TRIP projects are coming through

APPROVAL OF THE VOUCHERS:

Motion made by M. Danen, seconded by A. Matzke. No further discussion. Motion carried, 5-0.

CLOSED SESSION:

None.

ADJOURNMENT:

Motion made by P. Danen, seconded by S. Shivaram to adjourn Town Board. Motion carried 5-0. Meeting adjourned at 7:19 p.m.

Respectfully submitted,

Jennifer Broich
Town Clerk

Approved at the November 16, 2021 Town Board Meeting