

TOWN BOARD MINUTES
Monday March 7, 2022 at 6:00 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 6:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

ROLL CALL

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

Staff present was Administrator Sarah Burdette, Clerk Jennifer Broich, Planner Dustin Wolff (virtually), Zoning Administrator Dan Teaters, Treasurer Renae Peters, Engineer Scott Brosteau, Public Works Director Greg Potts, Park & Recreation Director Stephanie Schlag and Interim Fire Chief Chris Hohol.

AGENDA APPROVAL

Staff advised there were no changes to the agenda.

Motion by Supervisor R. Van Rossum to approve agenda as written **seconded by** Supervisor M. Danen. No further discussion. Motion carried in a voice vote, 4-0.

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. February 7, 2022 Town Board Minutes
 - b. February 22, 2022 Town Board Minutes
2. Routine Reports:
3. Committee/Commission Reports:
4. Operator's Licenses: February 20, 2022 thru March 5, 2022
5. Other Committee Minutes. Accept and place on file:
 - a. February 2, 2022 Sanitary District Committee Minutes
 - b. February 7, 2022 Special Meeting of the Electors Minutes
 - c. January 12, 2022 Zoning and Planning Commission Minutes
 - d. July 23, 2021 Personnel & Finance Committee Minutes
 - e. January 26, 2022 CBCWA Board Minutes
6. Pay Requests:
 - a. Approve pay request #1 for Contract A-2022, Tributary D Dredging, to KCG Excavating for \$26,762.89.
7. Special Event & Street Closure Permits: None.

Motion made by Supervisor M. Danen to approve the Consent Agenda as written, **seconded by** Supervisor R. Van Rossum. No further discussion. Motion carried in a voice vote, 4-0.

PUBLIC COMMENT:

Chairman P. Danen opened public comment at 6:02 p.m.

After three calls for comments, none were heard. Public comment was closed at 6:03 p.m.

PUBLIC HEARING:

1. Public Hearing for Public Hearing for approval of Resolution R-2022-11 – Adopting the Town of Ledgeview Official Map.

The public hearing was opened at 6:03 p.m. by Chairman P. Danen. After three calls for comments, none was heard. Public hearing was closed at 6:04 p.m.

Motion by Supervisor R. Van Rossum, **seconded by** Supervisor A. Matzke, to approve Resolution R-2022-011 adopting the Official Town Map. No further discussion. Motion carried in a voice vote, 4-0.

2. Public Hearing for adoption of various amendments to the Town Code of Ordinances specifically in Chapters 5 and 135, relating to beer garden permits and fencing requirements by approving Ordinances O-2022-002 and O-2022-003.

The public hearing was opened at 6:05 p.m. by Chairman P. Danen. After three calls for comments, none was heard. Public hearing was closed at 6:07 p.m.

Motion by Supervisor A. Matzke, **seconded by** Supervisor M. Danen to approve Ordinances O-2022-002 and O-2022-003 regarding various amendments to the Town Code of Ordinances specifically in Chapters 5 and 135, relating to beer garden permits and fencing requirements. Motion carried in a voice vote, 4-0.

ZONING & PLANNING:

1. **Discuss and act on** recommendation from the Zoning and Planning Commission on to make recommendations on changes to the Town of Ledgeview Official Zoning Map.

Staff presented the new Official Town Zoning Map that reflects all of the actions taken in 2021. The changes reflected are as follows:

- Municipal boundary modification in the northwest of the Town at Glenmore Road and I-43 due to the annexation of property to Bellevue
- 300 (+/-) new recorded parcels approved through CSMs and Plats
- Rezoning approvals
- TID 1 boundary modification to include all amended properties

Motion made by Supervisor A. Matzke, **seconded by** Supervisor R. Van Rossum, to approve the Town of Ledgeview Official Zoning Map. No further discussion. Motion carried in a voice vote, 4-0.

OLD BUSINESS: None.

NEW BUSINESS:

1. **Request for approval** of Change Order #1 for Tributary D Dredging, Contract A-2022, for an increase of \$30,680.92.

Staff presented stating that the original contract came in under budget. Staff decided to extend the project to the creek. This additional payment still keeps the Town at under budget with regards to the original dredging project.

Motion made by Supervisor M. Danen to approve the Change Order #1 for Tributary D Dredging Contract A-2022 for \$30,680.92. **Motion seconded by** R. Van Rossum. No further discussion. Motion carried a voice vote, 4-0.

2. **Recommendation to approve** Agreement between the Town of Ledgeview and Denmark Volunteer Fire Department Inc., creating and providing the Automatic Aid Agreement for Fire Protection and other Emergency Services.

Motion made by Supervisor A. Matzke to approve Agreement with Denmark Volunteer Fire Department Inc. providing the Automatic Aid Agreement for Fire Protection. **Motion seconded by** Supervisor R. Van Rossum. No further discussion. Motion carried in a voice vote, 4-0.

3. **Progress update** from Interim Fire Chief on recommended priorities resulting from the 2021 Ledgeview Fire Department and Emergency Services Review and Analysis study.

Staff presented the itemized spreadsheet on items that needed to be addressed and worked on, that stemmed from the 2021 study. The items are ranked by importance, and whether they are in progress, or completed. First of which is human resource related which is currently in the process of being worked on. Going forward, this will be the tracker that is used and presented to the Board.

COMMUNICATIONS:

1. Congratulations to Parks & Recreation Director, Stephanie Schlag – on Wisconsin Park and Recreation Association’s (WPRA) 2021 Outstanding Park Professional of the Year!

ORDINANCES: None.

REPORTS:

Administrator:

- On boarding new employee, Amy.

Planner: None

Zoning Administrator: None

Treasurer:

- Transitioning the utility billing from Lisa to Tim.

Clerk:

- Continued election prep and inspector training.

Engineer: None

Public Works Director:

- Put weight limit restrictions on the roads

Park & Recreation Director:

- Hosting Leadership Green Bay

Fire Department:

- Will be looking into the burning ordinance as they have been having some issues.

Board Comments: None

APPROVAL OF THE VOUCHERS:

Motion made by Supervisor M. Danen to approve the vouchers. **Motion seconded by** Supervisor R. Van Rossum. No further discussion. Motion carried in a voice vote, 4-0.

CLOSED SESSION: None.

ADJOURNMENT:

Motion made by Chairman P. Danen to adjourn, **seconded by** Supervisor A. Matzke. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 6:28 p.m.

Respectfully submitted,
Jennifer L. Broich
Clerk

Approved at the April 19, 2022 Town Board Meeting.