

**Ledgeview Sanitary District #2 COMMISSION
MINUTES**

**Wednesday, March 2, 2022 at 4:30 PM
Ledgeview Community Center
Community Room
3700 Dickinson Road, De Pere, WI 54115**

The Ledgeview Sanitary District #2 Commission, held a meeting on Wednesday, March 2, 2022 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 President Ken Geurts at 4:30pm.

ROLL CALL

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

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

AGENDA APPROVAL

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

APPROVAL OF MINUTES:

Motion made by Pansier, seconded by Watermolen to approve the District minutes from February 2, 2022. No further discussion. Motion carried in a voice vote unanimously.

PUBLIC COMMENT: None

PUBLIC HEARING: None

COMMUNICATIONS: None

OLD BUSINESS: None

NEW BUSINESS:

1. **Preliminary Resolution SD-R-2022-01 Bower Creek Rd:** The Commission reviewed preliminary resolution SD-R-2022-01 declaring intent to exercise special assessment powers for sanitary sewer and water main installation including engineering and administration on Bower Creek Rd beginning at Red Hawk Landing Trail and proceeding north 2,500 feet along Bower Creek Rd. This project would connect water and sewer main from the Northerly Interceptor area south to mains in Red Hawk Landing subdivision and supply services to residents along this corridor. The Commission discussed possible assessment policies for both the Bower Creek Rd and Cottonwood Ln projects and were concerned about the abrupt timing of the projects to the residents affected. However, the Commission recognized the benefit to both them and the system and asked that payback policies match the standard 1/10 per year for 10 years. Special assessment policies will be discussed in full at a future meeting. Informational meetings will also be held in the future.

Motion made by Geurts, seconded by Pansier approve Preliminary Resolution SD-R-2022-01 declaring intent to exercise special assessment powers for sanitary sewer and water main installation including engineering and administration on Bower Creek Rd beginning at Red Hawk Landing Trail and proceeding north 2,500 feet on Bower Creek Rd. Motion carried in a voice vote unanimously.

2. **Preliminary Resolution SD-R-2022-02 Cottonwood Ln:** The Commission briefly reviewed the preliminary resolution declaring intent to exercise special assessment powers for sanitary sewer and water main installation on Cottonwood Ln beginning at Stillmeadow Cr and proceeding north 950 feet on Cottonwood Ln. The project would provide services to Outlot 3 of the Heritage Heights subdivision and one other resident.

Motion made by Geurts, seconded by Watermolen to approve Preliminary Resolution SD-R-2002-02 declaring intent to exercise special assessment powers for sanitary sewer and water main installation including engineering and administration on Cottonwood Ln beginning at the intersection of Cottonwood Ln and the south end of Stillmeadow Cr and proceeding north 950 feet along Cottonwood Ln. Motion carried in a voice vote unanimously.

3. **Proposal for Reservoir Dry Inspection and Cleaning:** The reservoir is required to be inspected every five years, alternating between wet and dry inspections. The reservoir is due for a dry inspection in 2022. Ledgeview went out for bid with the City of Green Bay in hopes of obtaining more bids but only received two, Water Tower Clean & Coat (\$4,500) and KLM Engineering (\$5,500). The Commission approved the lower bid from Water Tower Clean & Coat for \$4,500.

Motion made by Pansier, seconded by Watermolen to approve the bid from Water Tower Clean & Coat for the reservoir dry inspection in the amount of \$4,500. Motion carried in a voice vote unanimously.

4. **Reaffirmation of use of 2021 Levy:** At the October 27, 2021 meeting, the Commissioners discussed the proposed 2021 levy. Discussion included setting aside the levy amount for future capital projects but this was not explicitly stated in the meeting minutes. At the current meeting, the Commission agreed that the funds should be set aside in their own line-item account for future capital projects.

Motion made by Pansier, seconded by Watermolen to approve moving the 2021 levy amount of \$361,550 to its own line-item cash account. Motion carried in a voice vote unanimously.

MEAD & HUNT, INC.:

1. **Updates:** Brosteau showed the Commission a preliminary plat for a development by Seville Properties, LLC on Bellevue parcel B-313-1. The parcel borders Ledgeview to the north and the plat shows a possible 91 single-family home/ town home development which would be served by Ledgeview utilities.

STAFF REPORTS:

1. **Public Works Director/ Water Operator:** Potts submitted a written report and gave a brief summary of the items including the dredging in Mystery Valley, water operator training, snowplowing update and PRV rebuilds. Tenor reported on the CTH G water main break near Angels Path. Potts also informed the Commission on a possible request by the Town of Glenmore for water and sewer services for parcels GL-101-3 and GL-101-4.
2. **Clerk/ Treasurer:** Peters submitted a written report and informed the Commission about the hiring of new Administrative Assistant, Amy Bauknecht.

VOUCHERS: Motion made by Watermolen, seconded by Pansier to approve payments made since February 2, 2022. Motion carried in a voice vote unanimously.

ADJOURNMENT:

MOTION by Watermolen, seconded by Geurts adjourn. No further discussion. Motion carried in a voice vote unanimously. Meeting adjourned at 5:29pm.

Respectfully submitted,



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

Approved at the April 6, 2022 Sanitary District Meeting

Approved at the April 19, 2022 Town Board