



**TOWN BOARD MINUTES**  
**Monday, April 3, 2023 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 Supervisor R. Van Rossum at 4:30 p.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all in attendance.

**ROLL CALL**

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

Staff present was Administrator Sarah Burdette, Clerk Jennifer Broich, Planner Dustin Wolff, Treasurer Renae Peters, Engineer Scott Brosteau, Public Works Director Greg Potts, and Park & Recreation Director Stephanie Schlag.

**AGENDA APPROVAL**

Staff advised the need to remove items 1a from the Consent Agenda as the March 6, 2023 Town Board minutes were not ready, and items #1 from the Zoning and Planning, as the BSO from WEL Companies was not complete.

**Motion by** Supervisor M. Danen to approve agenda with the removal of items 1a from the Consent Agenda and item 1 from the Zoning and Planning section, **seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 4-0.

**CONSENT AGENDA**

1. Regular Board Meeting Minutes:
  - a. ~~March 6, 2023 Town Board Minutes~~
2. Routine Reports:
3. Committee/Commission Reports:
4. Operator's Licenses: March 19, 2023 thru April 1, 2023
5. Other Committee Minutes.
6. Pay Requests:
  - a. Approve pay request #1 for contract B-2022, Tributary D Dredging, to KCG Excavation for \$25,115.00.
7. Special Event & Street Closure Permits: None.

**Motion made by** Supervisor M. Danen to approve the Consent Agenda removing item 1a, March 6, 2023 Town Board minutes, **seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 5-0.

**PUBLIC COMMENT:**

Supervisor R. Van Rossum opened public comment at 4:33 p.m.

There were two audience members that called in virtually but did not state their name after several attempts of getting them to 'sign-in'.

Supervisor R. Van Rossum made two more calls for public comment with no one being heard. Public comment closed at 4:35 p.m.

**PUBLIC HEARING:**

1. Public Hearing for Proposed Special Assessments for Silverstone Trail Sidewalk Installation.

Staff explained the need to exercise its powers under Chapter 60 and 66 to levy special assessments to properties abutting up to Silverstone Trail for the addition of a sidewalk. This would only affect the commercial side of Silverstone as the other side already has sidewalks.

The public hearing was opened at 4:35 p.m. by Acting Chair R. Van Rossum.

**Rick Scray -- 4368 Scray Hill Road:**

Stated his easement was towards the back driveway of Kwik Trip and asked why it changed to a zero lot line.

Staff explained the reason for the zero lot line is because that property had a larger frontage.

The public hearing was closed at 4:39 p.m.

No action needed at this time.

**ZONING & PLANNING:**

- ~~1. Recommendation from the Zoning and Planning Commission on a request by WEL Companies (owner) to approve a Building, Site, and Operations Plan for a new development at 1625 S. Broadway Street, parcel D-54.~~

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

1. Request to approve Amended Agreement with Brown County Solid Waste and the Town of Ledgeview.

Brown County is looking to amend our current Solid Waste Agreement. Changes include the addition of a “Direct Haul Contract Rate”, which is giving customers the option to take materials directly to the South Landfill at a lower rate rather than delivering them to the transfer station. This will elevate issues that Brown County is currently having with staff needs and the rising cost of fuel.

Staff has contacted Harter’s and investigated the option of Ledgeview’s solid waste being direct hauled and the additional cost of trucking would put us in a break even standpoint.

The agreement also clarifies the word “landfill”, customers were interpreting this to be only for the new South Landfill, it is intended to mean any landfill that is currently in use within the agreement.

**Motion made by** Supervisor A. Matzke to approve Amended Agreement with Brown County Solid Waste, **seconded by** Supervisor M. Danen. No further discussion. Motion carried in a unanimous voice vote, 4-0.

2. Request for approval of the 2022 Annual Report.

Staff presented the highlights of the 2022 Annual Report.

**Motion made by** Supervisor A. Matzke to approve of the 2022 Annual Report. **Motion seconded by** Supervisor M. Danen. No further discussion. Motion carried in a unanimous voice vote, 4-0.

3. Request for approval of the 3rd Amendment of the Stone Fence Developer's Agreement.

The final costs have been calculated for the Stone Fence Preserve subdivision. It is Town policy to amend the developer's agreement to reflect the final costs

**Motion made by** Supervisor M. Danen to approve the 3rd Amendment of the Stone Fence Developer's Agreement. **Motion seconded by** Supervisor S. Shivaram. No further discussion. Motion carried in a unanimous voice vote, 4-0.

4. Request for approval of "No Mow May" via Resolution R-2023-011.

Staff is seeking direction on "No Mow May" for 2023. Viewed as a positive community initiative to create habitat and resources for early season pollinators, new research has come out that questions the benefit of not mowing a lawn for the month of May as was previously touted. Staff recommends promotion of a 'low mow spring' or 'low mow summer'. Suspension of Chapter 63 would not be necessary.

**Motion made by** Supervisor S. Shivaram to approve Resolution R-2023-011 allowing for "No Mow May". **Motion seconded by** Supervisor A. Matzke. No further discussion. Motion carried in a unanimous voice vote, 4-0.

5. Request and approval to purchase ClearGov software.

The Town currently uses Excel sheets to prepare the upcoming year's budget. Summary sheets from the Excel workbook are then copied into the Word budget book, which is presented to the Board and residents. Utilizing this software would be a process improvement.

**Motion made by** Supervisor A. Matzke to approve purchase ClearGov software. **Motion seconded by** Supervisor M. Danen. No further discussion. Motion carried in a unanimous voice vote, 4-0.

6. Appointment of four (4) newly trained Election Inspectors for the 2022-2024 Election Cycle.

Per State Statute, the Town Board must appoint all poll workers during an election cycle. These are the list of names of new or missed workers since December 21, 2021.

**Motion made by** Supervisor S. Shivaram to approve and appoint four (4) newly trained Election Inspectors for the 2022-2024 Election Cycle. **Motion seconded by** Supervisor A. Matzke. No further discussion. Motion carried in a unanimous voice vote, 4-0.

**COMMUNICATIONS:**

None.

**ORDINANCES:**

None.

**REPORTS:**

Administrator:

- None

Planner:

- None

Zoning Administrator:

- None

Treasurer:

- Kicked off the Capital Improvement Plan Process

Clerk:

- None

Engineer:

- None

Public Works Director:

- None

Park & Recreation Director:

- None

Fire Department:

- None

Board Comments:

- None

**APPROVAL OF THE VOUCHERS:**

**Motion made by** Supervisor A. Matzke to approve the vouchers. **Motion seconded by** Supervisor S. Shivaram. No further discussion. Motion carried in a unanimous voice vote, 4-0.

**CLOSED SESSION:**

**Motion made by** Acting Chair R. Van Rossum, **seconded by** Supervisor M. Danen to go into closed session at 4:56 p.m. Roll call vote, Supervisors Van Rossum, Danen, Matzke and Shivaram all ‘ayes’. Motion carried unanimously.

1. The Town Board may convene into closed session pursuant to WI State Statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The purpose will be to review and discuss concepts related to economic development in TID #3. The Town Board may then reconvene into open session to take action on items discussed in closed session.

**Motion made by** Acting Chair R. Van Rossum, **seconded by** Supervisor A. Matzke to go out of closed session at 5:36 p.m. Roll call vote, Supervisors, Danen, Matzke and Shivaram all 'ayes'. Motion carried unanimously.

No action needed to be taken on the items discussed in closed session.

**ADJOURNMENT:**

**Motion made by** Acting Chair R. Van Rossum to adjourn, **seconded by** Supervisor S. Shivaram. No further discussion. Motion carried in a unanimous voice vote, 4-0. Meeting adjourned at 5:37 p.m.

Respectfully submitted,  
Jennifer L. Broich  
Clerk

Approved at the April 18, 2023 Town Board Meeting.