



TOWN BOARD MINUTES  
**Monday, February 5, 2024, 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 P. Danen, Supervisors Karie Kellam, Alan Matzke, and Renee Van Rossum. Supervisor Mark Danen is excused.

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

**AGENDA APPROVAL**

Staff advised there is a typo under Public Hearing Item #3, changing the ordinance from O-2023-03 to **O-2024-003**.

**Motion by** Supervisor R. Van Rossum to approve agenda with the change as noted above, **seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 4-0.

**CONSENT AGENDA**

1. Regular Board Meeting Minutes:
  - a. January 16, 2024 – Town Board minutes
2. Routine Reports:
3. Committee/Commission Reports:
  - a. Parks, Recreation and Forestry Committee 2023 Work Plan Final Assessment
4. Operator’s Licenses: January 14, 2024, thru February 03, 2024
5. Other Committee Minutes:
  - a. November 14, 2023 – Parks, Recreation and Forestry Committee
  - b. June 19, 2023 – Beautification Sub-Committee
  - c. July 11, 2023 – Beautification Sub- Committee
  - d. September 25, 2023 – Beautification Sub-Committee
  - e. December 13, 2023 – CBCWA minutes
6. Pay Requests:
7. Special Event & Street Closure Permits: None

**Motion made by** Supervisor K. Kellam to approve the Consent Agenda, **seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 4-0.

**PUBLIC COMMENT:**

Chairman P. Danen opened public comment at 6:01 p.m.

After two more calls for comments, none were heard. Public comment was closed at 6:02 p.m.

**PUBLIC HEARING:**

1. Public Hearing to approve the Official Town Map via ordinance O-2024-002 according to §62.23(6)(b) Wis. Stats.

The Town of Ledgeview annually updates the Official Map to reflect all Area Development Plans approved in 2023 and any changes recommended by the Public Works, Engineer, and Parks. This Official Town Map incorporates the following changes:

- Extension of Hyland (Ct) Road.
- Pedestrian connection from Big Sky Pass to Heritage Heights Drive.
- Revised road network on Van Straten lands future development due to topography.
- Future road network for lands at NE corner of Scray Hill and Lime Kiln Roads.
- Trellis Drive extension.

The ZPC recommended approval of the Official Zoning Map without conditions.

Chairman P. Danen opened the public hearing at 6:04 p.m. After two more calls for comment, none were heard, and the public hearing was closed at 6:05 p.m.

**Motion made by** Supervisor A. Matzke to approve the Official Town Map via ordinance O-2024-002 as recommended by the ZPC. **Motion seconded by** Supervisor R. Van Rossum. No further discussion. Motion carried unanimously 4-0.

2. Public Hearing to approve a rezone request by Steve Bieda (agent) on behalf of Richard J & Patricia Denis Revocable Trust (owner), to rezone part of D-423 on Monroe Road from Light industrial (LI) to Conservancy (C-1) as recommended from the Zoning and Planning Commission.

The petitioner applied to divide parcel D-423 into Lot 1 and Outlot 1. Lot 1 is 34.36 acres along Monroe Road and Outlot 1 of 33.22-acre along the East River. The parent parcel is zoned L-I Light Industry, and the rezoning request is to rezone Outlot 1 to C-1 Conservancy due to the large amounts of Environmentally Sensitive Areas.

Chairman P. Danen opened the public hearing at 6:06 p.m. After two more calls for comment, none were heard, and the public hearing was closed at 6:07 p.m.

**Motion made by** Supervisor K. Kellam to approve the request to rezone part of D-423 on Monroe Road from Light industrial (LI) to Conservancy (C-1) with the following conditions as recommended by the Zoning and Planning Commission:

- a. The lands are intended continued cropland consistent with the adopted Comprehensive Plan.
  - i. An amendment to correct the Comprehensive Plan Future Land Use map for the C-1 district will be required for consistency.
- b. There has been no trend of development trend for that area, and the character of the area is large, lot farmland.
- c. The rezoning is conditioned on the approval and recording of the two (2) lot CSM as proposed.

**Motion seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 4-0.

3. Public Hearing to Create and Amend Chapter 118, Vehicle and Traffic by Creating Section 118-5, Regulation of All-Terrain / Utility-Terrain Vehicles (ATV / UTV) and Amending Section 118-4, Off-Road Motorized Recreational Vehicle Regulations and Section 118-5 Violations and Penalties via ordinance ~~O-2023-003~~, O-2024-003.

In October 2023, the Town Board directed staff to move forward with creating an ordinance for ATV / UTV usage. The ordinance laid out the regulations and selected streets as advised and was looked at by the Brown County Sheriff's Department as well as the Highway Commissioner who had no issues.

Staff made note for the record, that Supervisor M. Danen wrote to the Clerk voicing his support for the new ATV ordinance. [Email scanned to packet]

Chairman P. Danen opened the public hearing at 6:12 p.m. After two more calls for comment, none were heard, and the public hearing was closed at 6:13 p.m.

**Motion made by** Supervisor A. Matzke to approve the O-2024-003 which will Create Section 118-5, Regulation of All-Terrain / Utility-Terrain Vehicles (ATV / UTV) and Amending Section 118-4, Off-Road Motorized Recreational Vehicle Regulations and Section 118-5 Violations and Penalties. **Motion seconded by** Supervisor R. Van Rossum. No further discussion. Motion failed by a vote of 2-2, with Chairman P. Danen and Supervisor K. Kellam opposed.

#### **ORDINANCES:**

None.

#### **ZONING & PLANNING:**

1. Recommendation from the Zoning and Planning Commission to approve the Official Town Zoning Map.

The Town of Ledgeview updates their Official Zoning Map to reflect all the actions taken in 2023 by the ZPC and Town Board. The Official Zoning Map incorporates the following changes:

- Rezone D-395-3 & D-395-4 from Rural Residential (RR) to Residential (R-1) .
- Rezone D-170 from Agricultural (A-2) to Rural Residential (RR).
- Rezone D-170-1 from Agriculture Farmland Preservation (AG-FP) to Agricultural (A-2).
- Creation of four (4) new parcels through approved CMSs.

**Motion made by** Supervisor R. Van Rossum to approve a Certified Survey Map for a portion of D-423 on Monroe Road, without conditions. **Motion seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 4-0.

2. Recommendation from the Zoning and Planning Commission for approval on a Certified Survey Map request by Steve Bieda (agent) on behalf of Richard J & Patricia Denis Revocable Trust (owner) for a portion of D-423 on Monroe Road R-2024-010.

The petitioner is looking to approve a two (2) lot CSM, that corresponds to the rezone from the public hearing. The ZPC recommended approval of the proposed CSM with conditions.

**Motion made by** Supervisor R. Van Rossum to approve a Certified Survey Map for a portion of D-423 on Monroe Road, with the following conditions as recommended by the Zoning and Planning Commission:

- a. Rezoning of Outlot 1 from LI Light Industrial to C-1 Conservancy.
- b. Revise the access easement illustrated along the southern lot line to 50-feet to provide access to Outlot 1 from Monroe Road.
- c. Any technical corrections required by the Town Engineer and Brown County.

**Motion seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 4-0.

#### **OLD BUSINESS:**

1. Approval of resolution R-2024-009, Adoption of the Belle Isle Master Plan as recommended by Parks, Recreation, and Forestry Committee.

Originally presented at the September 5, 2023, Town Board Meeting, the Parks, Recreation and Forestry (PRF) Committee is recommending the Town Board consider the provided Belle Isle Park plan as was presented. Based on size constraints for buildable area of the parcel, as well as the input provided by the neighboring residents for desired amenities and uses of this space, and the recommended use of this parcel as passive nature viewing as listed in the Town approved Outdoor Recreation Plan, staff recommends approval of the master plan as recommended by the Parks, Recreation, and Forestry Committee by a vote of 5-1 with Supervisor K. Kellam opposed.

Supervisor K. Kellam stated she would rather see the Boy Scouts or Girls Scouts propose a project. States a project would be a better use for that area, versus spending \$30,000 of budgeted money on one apparatus.

**Motion made by** Chairman P. Danen to deny Resolution R-2024-009 and the Belle Isle Master Plan. **Motion to DENY seconded by** Supervisor R. Van Rossum. No further discussion. Motion to deny unanimous, 4-0.

#### **NEW BUSINESS:**

None.

#### **COMMUNICATIONS:**

None.

#### **REPORTS:**

Administrator:

- Provided monthly data from Brown County Sheriff.
- Sat in on the GV 17 & 18 Engineering Firm interviews.

Planner:

- The Master Parks Corp plan will be updated.
- The Comprehensive Plan will be brought forward for the 10-year update this year.

Zoning Administrator:

- None

Treasurer:

- Developer for Stone Fence Preserve, Mark Gigot requested to call the bond, and will be a future agenda item.
- Informed by the District Attorney's Office that the plaintiff in the check-washing case from 2023 is deceased. The court case is now dropped as there are no other suspects.

Clerk:

- None

Engineer:

- None.

Public Works Director:

- Updated the Board on the Brown County Highway Commission position.

Park & Recreation Director:

- Thanked the Board for the opportunity to attend the WI State Parks and Recreation Association Conferenced in LaCrosse last week.

Fire Department:

- None.

Board Comments:

- None.

## APPROVAL OF THE VOUCHERS:

**Motion made by** R. Van Rossum to approve the vouchers. **Motion seconded by** Supervisor K. Kellam. No further discussion. Motion carried unanimously 4-0.

## CLOSED SESSION:

**Motion made by** Chairman P. Danen, **seconded by** Supervisor A. Matzke to go into closed session at 6:29 p.m. to review a Memorandum of Understanding (MOU) related to land acquisition. Roll call vote, Chairman P. Danen, Supervisors Kellam, Matzke and Van Rossum 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 a Memorandum of Understanding (MOU) related to land acquisition. The Town Board may then reconvene into open session to take action on items discussed in closed session.

**Motion made by** Chairman P. Danen, **seconded by** Supervisor R. Van Rossum to go out of closed session at 6:32 p.m. Roll call vote, Chairman P. Danen, Supervisors Kellam, Matzke and Van Rossum all 'ayes'. Motion carried unanimously.

**Motion made by** Chairman P. Danen, **seconded by** Supervisor R. Van Rossum, to direct staff to enter into a Memorandum of Understanding for Right of First Refusal to Purchase Parcel D-423 between Richard J. & Patricia Denis Revocable Trust Et al. and the Town of Ledgeview. No further discussion. Motion carried unanimously 4-0.

**ADJOURNMENT:**

**Motion made by** Chairman P. Danen to adjourn, **seconded by** Supervisor A. Matzke. No further discussion. Motion carried unanimously 4-0. Meeting adjourned at 6:36 p.m.

Respectfully submitted,

*Jennifer L. Broich*

Jennifer L. Broich

Clerk

Approved at the February 20, 2024, Town Board Meeting.