

# TOWN OF PORT WASHINGTON

## OFFICE OF THE CLERK

Official Minutes of the regular meeting of the Port Washington Town Board  
Monday, October 4, 2021 at 7:30 p.m.  
At the Town Hall, 3715 Highland Drive, Port Washington, WI

**1. Roll Call and Pledge of Allegiance.**

Present: Mike Didier, Greg Welton, Gary Schlenvogt, Johnathan Woodward – Town Attorney, Heather Krueger-Clerk, Mary Sampont-Treasurer, Rick Fellenz

Absent: none

Residents: 3 Residents, 1 member of the Press

**2. Approval of September Public Hearing and Town Board minutes. Motion to approve September Public Hearing and Town Board minutes made by Didier, second by Schlenvogt. Motion passed unanimously.**

**3. Public Comments.** None

- 4. Discussion and possible action regarding Mink Rand Road and County Road KK intersection safety.** *(agenda item moved to discuss while town attorney is present)* Per Didier, he and the clerk have both received communication after a severe accident took place at the intersection, asking for something to be done. Per an e-mail from Jon Edgren, Highway Commissioner and the history of accidents at that intersection from 2011-2021 include: a total of 8; 2 of which vehicles did not stop, 5 were westbound on Mink Ranch stopped at stop sign and proceeded into ongoing traffic, 1 rear end accident. So, it appears focusing on signage reminding Mink Ranch Rd traffic that CTH KK traffic does not stop and/or reviewing the vision for drivers going westbound at the stop sign would be merited. If the town would like to do something, we can add more signage: *cross traffic does not stop*. There are also trees that could be removed, or the town engineer can do a speed study if the board wanted. Woodward: standard signs can be added without an ordinance; cross traffic sign can be put on the same post as the stop sign. You can also do a speed study, but ½ of the road is County, so you would want to determine who will be paying for it. You could also make sure the stop sign and site is more visible by clearing trees. Adding a flashing stop light or flags would also help if people are not stopping.  
Welton: adding signage can't be too expensive and it may prevent another accident. We can also remove trees if they are in the road or road right-of-way.  
Woodward: There is also a WE Energy pole near the intersection, you could add a street light to make the intersection more visible at night.

*The Town Attorney excuses himself from the remainder of the meeting.*

- 5. Town Chairman report.** 1) Per Didier, Dave Brost, EMCS Town Engineer will be speaking to the city regarding the Knellsville water plan as well as the Boundary agreement. 2) Didier met with Buechler Construction and verified the quote and site plan. They will get the drop off site cement work done before the first frost this year. 3) Didier noted that Norport Drive received the binder portion of the overlay in 2020 and will need to put the top coat on and clean up driveway approaches in 2022. 4) Rock Solid Brick repair received the signed contract, and stopped to look at the bricks, which will not work. Didier has another source to receive cream city bricks from a house in the city being torn down and will coordinate with Dave Bley to have them saved and brought to the town hall. 5) Didier would like to hold off on the ATV/UTV ordinance until the Town of Saukville is ready to pass an ordinance as well, otherwise residents will be confused as to which roads they can use as Northwoods Road is shared, and Saukville will have to pass an ordinance for ATV/UTV to travel on Northwoods rd. a major artery connecting rout.

6. **Town Supervisor report.** Schlenvogt: Hawthorne Drive reconstruction is complete, and the road turned out very nice. Per Didier, Payne & Dolan said a brass PLSS survey marker was dug up when pulverizing the road. SERPC places these survey benchmarks in the county for surveying purposes. SERPC did replace them but did a terrible job as there saw cuts overlap and are not sealed, Didier will try put asphalt seal patch on before winter.
7. **Town Building Inspector report.** The Johnson's on Hwy LL have moved the site location of their garage back from within 50 feet of the road, and will be pouring cement soon.
8. **Town Treasurer report.** Sampont reports the Town has a balance of \$678,932.65 in the money market account, \$(443.27) in the checking account, \$35.48 in the small business account, \$62,053.05 in the Escrow Account and \$83,352.33 in the Newburg State Bank (APRP funds).
9. **Town Clerk report.** Hawthorn Dr. is complete, we received the invoice today, it is included with the monthly bills but not included in the monthly report, so it will need a motion to pay. Krueger submitted the application for the 2022 Recycling grant. The WTA convention is next week, the town hall will be closed on Monday, 10/11/21. The LRIP webinar had much of the same information, some of the dates are changed and reporting has slightly changed as well. The Highway Commissioner will be having a meeting to discuss funding on 10/12/21. The glass on the storm door at the rental property broke, PW Glass replaced it. Jordan Dimmer has not paid for the culvert he had the County put it. Krueger will send a 2<sup>nd</sup> notification.
10. **Discussion and possible action to rezone the following parcels from A-1 to R-3; 4230 Hwy KK, 07-007-10-001.00; 4226 Hwy KK, 07-007-10-002.00; 4216 Hwy KK, 07-007-10-004.00, 4206 Hwy KK, 07-007-10-006.00; 4202 Hwy KK, 07-007-10.005.00.** Public hearing was held prior to this meeting. No comments made during public comments or from any of the land owners. **Motion made by Didier to rezone the 5 parcels from A-1 to R03, second by Welton. Motion passed unanimously.**
11. **Discussion and possible action to regarding drop-off site building and request for bid.** Per Didier, the town received bids earlier but too much time has passed and the plan has changed. **Motion made by Didier to put the drop off building plan out for bid, due by November town board meeting, second by Welton. Motion passed unanimously.**
12. **Discussion and possible action to have a pedestrian strip applied to Hillcrest Rd.** A motion was accepted at the September Town Board meeting; however, the dimensions of the road were unclear. Didier will contact Oz Hwy Dept to discuss putting a pedestrian strip on each side of Hillcrest and stripping the middle.
13. **Consideration possible action to appoint Roger Kison as the town Building Inspector up retirement of Rick Fellenz, current Inspector.** Didier spoke with Kison, and he will accept the position. Rick Fellenz states that he would like to continue working until 12/31/21. Welton: is Kison certified in commercial, electrical, plumbing and HVAC? Fellenz: yes. Welton: we may need to create a position for a zoning administrator, Welton states he may be willing to do this. **Motion made by Didier to appoint Roger Kison as the Town of Port Washington Building Inspector upon retirement of Rick Fellenz, second by Schlenvogt. Motion passed unanimously.**
14. **Discussion to action to set date for budget workshops and Annual Meeting of Elector to approve the 2021 Tax Levy.** Workshop date set for October 25, 2021 at 6:30 PM. Elector meeting date to be set at a later time.
15. **Consideration and possible action to approve Operator License for Sarah Fretthold. Motion made by Didier to approve operator license for Sarah Fretthold, second by Welton. Motion passed unanimously.**

**16. Consideration and approval of monthly bills. Motion made by Didier to pay September bills in the amount of \$74,738.12 and include the invoice from Payne & Dolan for \$\$227,483.59 for Hawthorne Dr, second by Welton. Motion passed unanimously.**

**17. Adjourn. Motion made by Didier to adjourn September Town Board meeting at 9:25 PM, second by Schlenvogt. Motion passed unanimously.**

Heather Krueger- Clerk