

TOWN OF PORT WASHINGTON

OFFICE OF THE CLERK

Official minutes of the regular meeting of the Port Washington Town Board
Monday, August 7, 2023, 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, Gary Schlenvogt, Greg Welton, Heather Krueger-Clerk, Mary Sampont-Treasurer, Roger Kison, Building Inspector.
Press: 1, Public: 2

2. Approval of July Town Board and Board of Review minutes. **Welton moved to approve the July town board minutes, second by Schlenvogt. Motion passed unanimously.**

3. Public Comments. None

4. Town Chairman report.

- 1) Chad Arndt, owner of the former Iron Hog contacted Didier with a survey and plans, he would like to build mini storage on the property which is a permitted use in B-1 zoning. Nothing has been submitted yet.
- 2) There was an area on Terry Lane that got washed out, Didier put crushed asphalt down and feels that should eliminate the problem moving forward.
- 3) The County is doing work on Hwy KK, two residents called and asked if the County could replace their culverts while the work was being done, Didier authorized this; the County will invoice the town and the town will invoice the resident.

Town Supervisor report. None.

Town Building Inspector report. A new house permit was submitted for a lot on Applewood, and there are 4 more potential houses on this road. Kison received a call from a lot on Dixie Rd that would like to build a new home as well.

Town Treasurer report. Sampont reports the Town has a balance of \$282,119.38 in the money market account, \$46,275.25 in the checking account, \$33.31 in the small business account, the LGIP account balance is \$170,222.61. The town received the 3rd Quarter Transportation Aid of \$16,014.40, Fire Dues of \$10,129.93, Exempt Computer aid of \$76.91, July Shared Revenue \$3,375.90.

Town Clerk report. 1) Krueger encouraged the board to sign up for the Wisconsin Towns Association annual convention soon if they are interested in going.

2) Krueger will be attending the WMCA Annual Convention the week of Aug 22-25, so the town hall will be closed on Aug 23.

3) There is an issue with faulty smoke alarms at the town hall, they have been going off randomly. The fire department was here to inspect. The Chief advised to turn off the forwarding, so they are not notified every time they go off. Milwaukee Alarm is scheduled to come and replace them on Aug. 9th.

5. Discussion and possible approval of Ozaukee County Guaranteed Work Partnership (GWP), Jon Edgren, Ozaukee County Public Works Director will explain the GWP, and associated costs involved. **Per Edgren** the town has two options: 1) Just snow plowing services; the town can sign the Road Maintenance Contract and opt out of having a GWP. The town can indicate on the Road Maintenance Contract the specific services the town requires, such as snow plowing, salting, and sanding of town roads. 2) If the town is interested in more services, the town can select the GWP; which Edgren explained in detail. **Didier:** The town put out bids for snowplowing services and didn't get any, so we are interested in the plowing of town roads. Other services are either under contract or not needed at this time. Edgren explained that the County can take on other projects as needed. **Welton moved to approve the Road Maintenance Contract with Ozaukee County to provide snowplowing, sanding, and salting of town roads and other services as directed for the 2024-2025 season, second by Schlenvogt. Motion passed unanimously.**

- 6. Discussion and possible action regarding County Highway P Jurisdictional Transfer, Jon Edgren, Ozaukee County Public Works Director to discuss.** Per Edgren, he has been discussing with the Town of Belgium about accepting a jurisdictional transfer of CTH P as it doesn't make sense to have a dead-end County Highway. He thought it was logical to transfer the jurisdictional to Belgium since their roadway, Country Club Beach Road is the extension of CTH P. However, the WisDOT notified Edgren that any border roadway needs to be a split jurisdiction between the two abutting towns. The benefit to the towns to accept the jurisdictional transfer is that Ozaukee County replaced culverts and is reconstructing the highway this summer, and the towns would add the respective mileage to their annual WisDOT mileage payments going forward. A resolution would need to be approved to transfer the road. Per Didier, there is no reason for the town to not adopt a portion of this road. This will be on the Sept. agenda.
- 7. Discussion and possible action regarding implementation of new and ongoing IT Services for the town.** Per Krueger, Ozaukee County currently hosts the town email accounts, which they will no longer be doing as of Jan 1, 2024. The town will need to get a wi.gov or .gov address and find a hosting service. Krueger has received a proposal from DigiCorp and reached out to Ontech Services. Didier: I have some questions; this seems expensive for just hosting an email address. There is a zoom meeting scheduled with DigiCorp for 8/9/23 and hopefully they can explain how the migration works. **Welton moved to approve IT Services to move forward with the wi.gov or .gov email migration, second by Schlenvogt. Motion passed unanimously.**
- 8. Discussion and possible action regarding work that needs to be completed at the town Drop-off site, including paving of driveway, landscaping, and signage.** Per Welton, the "freezer doors" needed for the building seem reasonable and available. He will take some measurements and get a more exact estimate on the price. The cost does not include the installation. Didier asked MAC paving for an estimate on the driveway but didn't get a response yet. Per Krueger, the town will need to put out a Request for Proposal (RFP) for the driveway if it is over \$25,000, Didier will put the bid information together to be sent out. Didier asked town resident Kletzien Nursery for an estimate on landscaping but didn't get a response yet. Didier did some landscaping himself, removing the weeds and rocks along the drive and planning seed. He also filled in the potholes in the driveway with crushed asphalt. Krueger reached out to WPP-Promo for quotes on signage for the shelter. A 5x8 sign will cost \$470.40 and two smaller signs for the side of the building will cost \$120 each. **Didier moved to approve the purchase of the signs for the drop-off site and put out an RFP to pave the driveway at the drop-off site, seconded by Welton. Motion carried unanimously.**
- 9. Discussion and possible action for a Request for Proposal (RFP) for the trash/recycling pick up at the town drop-off site, bids to be submitted by August 30, 2023. Didier moved to post and publish an RFP for the trash/recycling and compactor rental, seconded by Welton. Motion passed unanimously.**
- 10. Consideration of monthly bills. Didier moved to pay the July bills in the amount of \$46,087.81, second by Schlenvogt. Motion passed unanimously.**

Adjourn. Didier moved to adjourn the June meeting at 9:20 PM.

Heather Krueger
Clerk