

TOWN OF PORT WASHINGTON

OFFICE OF THE CLERK

Official Minutes of regular meeting of the Port Washington Town Board
Monday, February 1, 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, Gary Schlenvogt, Greg Welton, Heather Krueger-Clerk, Mary Sampont-Treasurer, Rick Fellenz

Absent: 0

Residents: 6 Residents, 1 member of the Press

2. Approval of January Town Board minutes. Motion to approve January minutes made by Schlenvogt, second by Welton. Motion passed unanimously.

3. Public Comments. None

4. Town Chairman report. Didier would like to create a policy regarding damaged mailboxes due to plowing, discussion at the March meeting.

5. Town Supervisor report. None.

6. Town Building Inspector report. Fellenz received a call inquiring about changes to the R&R bar from a potential buyer.

7. Town Treasurer report. Sampont reports the Town has a balance of \$95,961.94 in the checking account, \$314,653.22 in the money market account, \$1,060,634.39 in the small business account, and \$62,022.99 in the Escrow account. There is a balance of \$33,995.00 in the Newburg State Bank held for Dixie CT, Peter Didier. The Town received 1st quarter General Transportation aid from WI DOR \$15,321.24. Sampont reports that 73% of property taxes have been collected.

8. Town Clerk report. Krueger reports that she has the trash and recycling dumpsters set up as an automatic empty with Waste Management; trash weekly and recycling every other week. Krueger has received calls of damaged mailboxes from plowing of the roads, Didier has been following up and replacing any that are damaged from the plow not the snow. Krueger was notified by the WEC that the town has fully complied with all the requirements for the COVID relief grants, supporting documents should be kept until 2024. Krueger placed a salt order, 1 load to each location delivered on 2/1/21. Jim VanHoogen is concerned about the new building and why nothing is happening, and he gets questions weekly as well. Krueger reports the Spring Primary Election will be on Feb 16, 2021, she has begun sending out absentee ballots.

9. Consideration and possible action to approve Operator License for Richard Plier and Debra Plier for Feb 1, 2021- June 20,2021. The Pliers will be submitting a liquor license application once they receive their sellers permit from the State. **Motion made by Welton to approve Operator Licenses for the Pliers, second by Schlenvogt. Motion passed unanimously.**

10. Consideration and possible action to approve a Certified Survey Map for Brian Conrad, parcel 07-031-01-002.00 to divide into 4 parcels, and the Shared Driveway agreement. Per Krueger, the shared driveway agreement has been approved by J Woodward, Town Attorney. The CSM and Shared Driveway agreement has been sent to Saukville and the Port Washington Fire Dept., no comments made by either. Didier reports all changes have been made per requested and the Plan

Commission has approved. **Motion made by Welton to approve the CSM and the Shared Driveway agreement, second by Schlenvogt. Motion passed unanimously.**

11. **Consideration and possible action to approve the 2021 Fire Services Contract between the City of Port Washington and the Town of Port Washington. Motion made by Welton to approve the 2021 fire contract in the amount of \$112,799.48, second by Schlenvogt. Motion passed unanimously.**
12. **Consideration and possible action to approve 2021 Assessor Contract for Cal Magnan, Magnan Assessment Services with the Town of Port Washington. Motion made by Didier to approve the Assessor contract for 2021, second by Welton. Motion passed unanimously.**
13. **Consideration and possible action to approve Ordinance 2021-01, providing for a boundary change pursuant to an intergovernmental agreement between the Town of Port Washington and the Town of Grafton. Motion made by Schlenvogt to approve Ordinance 2021-01, second by Welton. Motion passed unanimously.**
14. **Consideration and possible action to approve Ordinance 2021-02, to establish a speed limit on Dixie Ct. to 35 mph. Motion made by Didier to approve Ordinance 2021-02 to set speed on Dixie Ct to 35 mph, second by Welton. Motion passed unanimously.**
15. **Consideration and possible action to approve Ordinance 2021-03, to establish a speed limit on Bay Hill Road to 35 mph. Motion made by Didier approve Ordinance 2021-03 to set speed on Bay Hill Road to 35 mph, second by Welton. Motion passed unanimously.**
16. **Consideration and possible action to approve Ordinance 2021-04, to establish a speed limit on Lake Drive east of County Road LL to the end of the road to 45 mph. Motion made by Didier to approve Ordinance 2021-04 to set speed limit on Lake Drive, east of County Road LL to the end of the road to 45mph, second by Welton.**
17. **Discussion and possible action to review and update the pay for the drop-off attendant, maintenance pay and snow shoveling pay. Per Didier, the pay should be the same rate for drop-off attendant, maintenance, and snow-shoveling. The snow shoveling is above what the plowing company does, additional clean up or clearing if it's snowing during drop off hours. Cleaning of the town hall will remain at \$10/hr. Motion made by Didier to raise the pay to \$14/hr. for drop off attendant to work at the drop off site on drop off days, maintenance and snow shoveling, second by Schlenvogt. Motion passed unanimously.**
18. **Discussion and possible action to approve appointed treasurer position job responsibilities. Motion made by Didier to accept the treasurer job description, second by Schlenvogt. Motion passed unanimously.**
19. **Discussion and possible action to update the Town of Port Washington Code Book. Krueger received an estimate from General Code. She will send the three ordinances that passed to have them included as well. Motion made by Welton to update the town code books per quote from General Code, second by Schlenvogt. Motion passed unanimously.**
20. **Consideration and approval of monthly bills. Monthly bills include tax settlement payments to MATC, Ozaukee County Treasurer and Port Washington School District. Motion to pay January bills in the amount of \$1,377,722.67 made by Schlenvogt, second by Welton. Motion passed unanimously.**
21. **Adjourn. Motion of adjournment made by Didier.**

Heather Krueger
Clerk