

TOWN OF PORT WASHINGTON

OFFICE OF THE CLERK

Official Minutes of the regular meeting of the Port Washington Town Board
Monday, May 6, 2024, at 7:00 p.m.
At the Town Hall, 3715 Highland Drive, Port Washington, WI

1. Roll Call and Pledge of Allegiance.

Present: Gary Schlenvogt, Greg Welton, Heather Krueger-Clerk, Mary Sampont-Treasurer.
Excused: Mike Didier, Roger Kison – Building Inspector
Press: 0, Public: 7

2. Approval of April Town Board and Road Tour minutes. Schlenvogt moved to approve the March Town Board and Road Tour minutes, seconded by Welton. Motion passed unanimously.

3. Public Comments: A member of St. Simon's church thanked the board for the drainage work they did to help alleviate the water issues; it has made a big difference. She is wondering if the church will need to pay to have the culvert replaced. Welton was not sure if the ditch work included replacing the culvert, but if the culvert needed replacement, it would be a cost to the church.

4. Town Chairman report. None

Town Supervisor report. Welton spoke with Kletzien Landscaping, and they will get a quote to the town for landscaping around the drop-off building site.

Schlenvogt: The road sign at the corner of Northwoods Road and Mink Ranch needs to be straightened. There is also a large pothole on Mink Ranch Rd.

Town Building Inspector report. Per Kison, there are two new home permits taken out this month.

Town Treasurer report. Sampont reports the Town has a balance of \$464,645.53 in the money market account, \$32,741.26 in the checking account, \$.41 in the small business account, the LGIP account balance is \$177,202.82. The town received the second quarter transportation aid and the Lottery Credit Settlement from 2023 from Ozaukee County.

Drop-off Site: Reported to Krueger to report: There are a lot of issues at the drop-off site: the west door is broken and will need to be repaired as soon as possible. The birds are a big issue and we need to find a solution to get rid of them. VanHoogen would like Walters Builders to give us an estimate on what it would cost to have a snow ridge placed on the roof before next winter. The Do Not Enter signs should go up once they are received, as there is a vehicle that keeps driving the wrong way during drop-off hours and causing issues.

Town Clerk: 1) Krueger has a call into Professional Overhead Door for the repair. Waste Management is repairing a broken rail on the trash compactor, they have not given us a date of when the repair will be complete. They have provided an open-top dumpster that will be emptied twice weekly until the compactor has been returned. 2) The annual recycling grant has been submitted and approved. 3) The annual Rural Mutual Insurance audit has been submitted. 4) The ARPA funds report has been submitted, but the town needs to submit a plan for spending the funds before 12/31/2024 or may lose the funding.

5. KW Business Barns, Stormwater Management and Erosion Control Plan, Harbor City Holdings. County Road KW, tax key #07-016-08-001.00. The proposed site plan includes 37 buildings ranging in size from 2,000 to 5,000 square feet. Road Bids for 2024 town road projects. Per Welton, this project has been before the Plan Commission for approx. 8 months and the plan has been approved by the Plan Commission. The Stormwater and Erosion is the last item to be approved, which is needed by the Town Board. **Welton moved to approve the Stormwater and Erosion Control Plan submitted by KW Business Barns as presented, seconded by Schlenvogt. Motion passed unanimously.**

6. **2024 Road Bids for Green Bay Road.** Per Welton, the only bid received was from Payne & Dolan for a total of \$143,944.50. This road was redone several years ago and only has one coat; this bid is for the additional 2" HMA, mill butt joints at the project limits and the driveways, apply tack coat between layers of asphalt, provide a 2-foot-wide aggregate shoulder using crushed limestone for the entire length of Green Bay Road from Hillcrest to Hwy 33. **Schlenvogt moved to approve the Green Bay Road bid submitted by Payne & Dolan in the amount of \$143,944.50 to be paid for with the ARPA funds the town received, seconded by Welton. Motion carried unanimously.**
7. **Road work on Highland Dr, Somers Lane, and Applewood Dr.** Per Welton, the road bid received in April for Applewood Drive was \$83,290.00, and the board feels this is too much for the repair and looked for alternative ways to repair the road without tearing it all up. The town received a quote from Struck & Irwin Paving, Inc. to apply micro-surfacing onto the road surfaces. The quote included Highland Dr for \$79,419.00, Applewood Dr. for \$18,428, and Somers Lane for \$21,459.60. Welton noted that there will also need to be repair work done before the micro-surfacing. **Welton moved to approve the Stuck & Irwin proposal for Applewood Dr. in the amount of \$18,428 and Somers Lane in the amount of \$21,459.60. Welton also moved to table Highland Drive until the board has a better understanding of a potential project within that area of the town, seconded by Schlenvogt. Motion passed unanimously.**
8. **Approval of the Town Planner to update §340-43 Energy Conservation Uses of the Town Code.** **Welton moved to approve up to \$2,000 for the Town Planner to update §340-43 Energy Conservation Uses of the Town Code, seconded by Schlenvogt. Motion passed unanimously.**
9. **Discussion on current Election Inspector pay.** Per Krueger, the current pay for Election Inspectors is Chief Inspector: \$15/hr., Deputy-Chief Inspector: \$10/hr., Election Inspector: \$10/hr. Krueger would recommend raising the pay to: Chief Inspector: \$20/hr., Deputy-Chief Inspector: \$17/hr. and Election Inspectors \$15/hr. Krueger noted that there are several Election Inspectors who donate their pay to the town. **Schlenvogt moved to approve the Election Inspector pay to the recommended rates of \$20, \$17, and \$15 per hour, seconded by Welton. Motion passed unanimously.**
10. **Consideration of monthly bills.** **Schlenvogt moved to pay the April bills in the amount of \$22,637.65 seconded by Welton. Motion passed unanimously.**

Welton moved to adjourn the April Town Board meeting at 7:45 PM.

Heather Krueger,
Clerk