



TOWN OF SAUKVILLE
Ozaukee County
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Jim Kadow, Chairman
Walter H. Clarke, Clerk
Kay Danielson, Treasurer

TOWN BOARD MINUTES
SEPTEMBER 19, 2006
7:00 p.m.

1. Call to Order

Present: Chairman Kadow, Supervisors Niehaus and Wollmer, Clerk Clarke, Constable Dickmann, Zoning Administrator Walls

2. Pledge of Allegiance

3. Approval of the minutes of the August 15, 2006 Town Board Meeting.

Niehaus moved to approve as submitted; Niehaus seconded; motion carried unanimously.

4. Presentation regarding the Ozaukee County Economic Development Corp. by Kathleen Schilling.

Ms. Schilling presented an overview of the newly revamped OCED. She distributed a handout which was also given to the county board. She indicated that OCED is soliciting "dues" from \$750 for smaller communities to \$1500 for larger ones. She also asked that the town send a letter of support to the county board for funding. She introduced Roger Kirgues, president of OCED, in acknowledged that different communities have different goals in attracting businesses. Kadow asked about the availability of demographic data and suggested the Smart Growth initiative as a source. He asked if OCED would support agricultural needs as well as business. She replied they would if there was significant need. Niehaus explained that the town was not looking for businesses or development for its own sake. She said OCED would be sensitive to communities' plans. Niehaus observed that he thought it unlikely that entrepreneurs would consult with the county before making expansion plans.

5. Discussion/action on resignation of Supervisor Wollmer.

Kadow read a letter from Supervisor Mike Wollmer resigning his position because he is moving out of the town and county. Kadow expressed regret on losing a dedicated and valuable board member and moved to accept Wollmer's resignation effective at the end of the day. Niehaus thanked Wollmer for all his contributions and seconded the motion. Wollmer thanked the board and expressed his satisfaction with the progress the town has made in the last decade. Motion carried unanimously.

6. Discussion/action on appointment of Supervisor to serve the unexpired term of Supervisor Wollmer.

Kadow nominated Kate Smallish to fill Wollmer's unexpired term effective on September 20, 2006. Niehaus expressed confidence in Smallish and noted her past contributions to the town. He seconded the nomination. The motion carried 3-0 with Clerk Clarke voting as third board member. He then asked Smallish to join the board at the table. Wollmer expressed his satisfaction at the selection and commended Smallish for her years of dedicated service to the town in a number of roles.

7. Discussion/action on resolution appointing a new recycling coordinator.

Kadow moved to appoint Smallish as recycling coordinator to replace Wollmer. Niehaus seconded; motion carried unanimously

8. Discussion/action on resolution adopting the National Incident Management System (NIMS).

Kadow and Walls explained the need for the resolution. Niehaus moved to approve; Wollmer seconded; motion carried unanimously.

9. Discussion/action on examination of December 2005 and January 2006 tax collections, financial records and controls.

Clarke explained that with the medical leave of Treasurer Kay Danielson, it was advisable to conduct a review of the books to delineate the terms of the old and new acting treasurers for the protection of both. Clarke hired the firm of Krause & Associates to review December 2005 and January 2006. The auditor did not find and discrepancies in the books or financial statements and concluded that the financial controls were sound. He recommended that copies of computer backups of financial records be stored “off-site” to minimize the possibility of loss in a disaster. Records were here-to-fore stored in an on-site safe. He also noted that the treasurer’s duties were not formally documented in a procedure manual and recommended that same be accomplished. He also advised cross-training another individual in the treasurer’s duties in-case of future absence. He also observed that while alls document were present, the treasurer’s files were unorganized and recommended better filing practices. Niehaus said he was pleased with the report findings which confirmed good accounting controls. Wollmer noted that in the future, the treasurer will have a dedicated separate office which may facilitate better order and security. After a brief discussion on off-site data storage, Wollmer move to accept the findings and recommendations of the auditor; Niehaus seconded; motion carried unanimously. *(Subsequent to the meeting, arrangements were made to automatically backup the financial data to a secure website on a daily basis).*

10. Discussion/possible action on a request for a Conditional Use Permit to keep equine livestock on a 10 acre A-4 parcel (08-020-09-001.00) located at 3489 Birchwood Rd. brought by property owner Mike Wollmer.

Kadow noted that the request went to public hearing and was recommended by the Plan Commission. A maximum of six horses and relocation of manure storage in a leak-proof structure on the south side of the barn was added to the standard terms. Niehaus move to approve; Kadow seconded; motion carried unanimously with Wollmer abstaining.

11. Discussion/possible action on a request for a Conditional Use Permit to keep equine livestock on a 16.8 acre A-4 parcel (08-030-05-001.0) located at 3349 Knollwood Rd. brought by property owner James Kadow.

Kadow noted that the request went to public hearing and was recommended by the Plan Commission. While 9 horses would have been allowed due to the acreage, the owner asked for a reduction to 6 horses. Niehaus moved to approve; Wollmer seconded; motion carried unanimously with Kadow abstaining.

12. Discussion/possible action on a request for a Conditional Use Permit for an artist studio as a home occupation at 4274 Singing Hill Rd. 08-07-03-006.00.

Kadow noted that the request went to public hearing and was recommended by the Plan Commission. Niehaus moved to approve; Wollmer seconded; motion carried unanimously

13. Building Inspection and Zoning Reports

a. Monthly update.

Walls reported additional billings were submitted by the inspector to complete the former inspectors work. She also reported that the town is paying for county mandated septic inspections. She will work with the county to arrange for the homeowner to pay for the work.

b. Impact fee limitation

Nothing to report.

14. Town Constable’s Report

Dickmann discussed several problems including dogs, junk cars, and chickens. All were resolved satisfactorily.

15. Roads Report

Kadow reported on the completion on the pulverization and resurfacing of north Birchwood Rd. and some emergency tree trimming on Hawthorne. He also noted severe erosion on St. Augustine due to recent storms which will be repaired.

16. Recycling Report

Wollmer reported that staff had prepared the recycling grant application for 2007 which will be submitted in October. Wollmer also recommended that the board revisit the provision of trash pickup as a provided service.

17. County Board Update

Niehaus noted discussion on board size, term limits, moving the fair grounds, funding economic development initiatives. He will attend a road tour the following day.

18. Town Office Report

a. Update on renovation of town meeting room.

Wollmer discussed the few remaining details to be accomplished. A proposal to upgrade the heating system with a payback of three years will be considered for next year's budget. He also noted that there may be roof repairs required also.

19. Financial Reports

a. Treasurer's account balances report

Clarke presented the report, which is on file.

b. Clerk's budget status report

Clarke presented the report, which is on file

c. Review and approval of claims

Clarke presented the following claims for approval:

Date	Num	Name	Memo	Amount	Balance
8/16/2006	5430	Internal Revenue Service	39-1128950	(832.20)	(832.20)
8/16/2006	5431	Nationwide Retirement Solutions		(60.00)	(892.20)
8/29/2006	5432	Postmaster	Postage	(156.19)	(1,048.39)
9/19/2006	5435	Maze, Ruth	Election	(374.00)	(1,422.39)
9/19/2006	5436	Pam Beverung	Election	(70.00)	(1,492.39)
9/19/2006	5437	Jean Clarke	Elections	(70.00)	(1,562.39)
9/19/2006	5438	Ken Hypki	Election	(70.00)	(1,632.39)
9/19/2006	5439	Kate Smallish	Election	(70.00)	(1,702.39)
9/19/2006	5440	Violet Vande Boom	Election	(70.00)	(1,772.39)
9/19/2006	5441	Jeannie Ware	Election	(70.00)	(1,842.39)
9/19/2006	5442	Dorothy Gall	Elections	(70.00)	(1,912.39)
9/19/2006	5443	Jane Kadow	Election	(70.00)	(1,982.39)
9/19/2006	5444	Mike Wollmer	Blinds for boardroom	(164.04)	(2,146.43)
9/19/2006	5445	James Kadow		(18.31)	(2,164.74)
9/19/2006	5446	Kate Smallish	Petty Cash	(65.34)	(2,230.08)
9/19/2006	5447	Internal Revenue Service	39-1128950	(971.98)	(3,202.06)

9/19/2006	5448	Nationwide Retirement Solutions		(60.00)	(3,262.06)
9/19/2006	5449	Wisconsin Department of Revenue	568734	(250.95)	(3,513.01)
9/19/2006	5450	Arrow Disposal & Recycling	August 2006	(1,200.00)	(4,713.01)
9/19/2006	5451	at&t	414 675-9217 556 2	(119.37)	(4,832.38)
9/19/2006	5452	B-Trimmed		(1,300.00)	(6,132.38)
9/19/2006	5453	Bonestroo, Rosene, Anderlik & Assoc., Inc	Land Use Planning	(1,988.91)	(8,121.29)
9/19/2006	5454	CITI CARDS		(105.59)	(8,226.88)
9/19/2006	5455	Economy Glass Inc.		(408.00)	(8,634.88)
9/19/2006	5456	F.D. Mayer & Son	August 2006	(3,601.25)	(12,236.13)
9/19/2006	5457	Fuchs, Snow, O'Connell & DeStefanis, S.C.		(600.00)	(12,836.13)
9/19/2006	5458	Krause & Associates, S.C.		(775.00)	(13,611.13)
9/19/2006	5459	On Time Printing	Newsletter	(401.30)	(14,012.43)
9/19/2006	5460	Ozaukee County Hwy Dept.	August 2006	(8,425.57)	(22,438.00)
9/19/2006	5461	Port Publications	Public Notices	(28.25)	(22,466.25)
9/19/2006	5462	Premier Flooring Inc.		(904.00)	(23,370.25)
9/19/2006	5463	PS Direct	Newsletter Mailing	(105.42)	(23,475.67)
9/19/2006	5464	Race's Lawn Service	Lawn Service	(43.00)	(23,518.67)
9/19/2006	5465	We Energies		(166.72)	(23,685.39)
9/19/2006	5466	Postmaster	Postage	(39.00)	(23,724.39)
8/22/2006	5471	at&t	414 675-9217 556 2	(71.30)	(23,795.69)
9/19/2006	5474	Barrington, Jody M		(737.90)	(24,533.59)
9/19/2006	5475	Clarke, Walter H.		(749.63)	(25,283.22)
9/19/2006	5476	Danielson, Kay		(360.97)	(25,644.19)
9/19/2006	5477	Dickmann, Mark R.		(76.96)	(25,721.15)
9/19/2006	5478	Hoffman, Terry M		(32.32)	(25,753.47)

9/19/2006	5479	Kadow, Jim		(465.69)	(26,219.16)
9/19/2006	5480	Niehaus, William		(286.28)	(26,505.44)
9/19/2006	5481	Pierson, Ginny		(32.33)	(26,537.77)
9/19/2006	5482	Smallish, Kathryn A		(281.77)	(26,819.54)
9/19/2006	5483	Walls, Debra		(1,420.53)	(28,240.07)
9/19/2006	5484	Wollmer, Michael G		(227.88)	(28,467.95)

Kadow moved to approve the financial reports and pay all claims; Wollmer seconded; motion carried unanimously

20. Correspondence

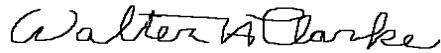
None

21. Items from the floor

None

22. Adjourn

Wollmer moved to adjourn; Niehaus seconded; motion carried unanimously



Walter H. Clarke, Town Clerk