

Town of Saukville
TOWN BOARD MINUTES
January 20th 7:00 p.m.

Present: Chairman Kadow, Supervisors Smallish & Niehaus, Constable Rutkowski, Treasurer Danielson.

Also Present: Town Accountant Kathy Golsteyn, Deputy Clerk Chris Lear, Building Inspector Walt Grotelueschen, Rita Pavlik, Erhard and Barbara Jobs, Richard and Pam Tesker and Gloria Arrendondo.

Pledge of Allegiance

Call to Order. Chairman Kadow called the meeting to order and read the following notice.

This meeting has been given public notice in accordance with Sections 19.83 and 19.84 of the Wisconsin Statutes, to apprise the public and news media of the subject matters intended for discussion, consideration and action.

Approval of the minutes of the December 16th, 2008 Town Board Meeting. Motion by Mr. Niehaus, seconded by Ms. Smallish to approve with one correction, that Zoning Administrator, Debra Walls was not present. Motion passed unanimously.

Zoning Administrator Report

- a. Building Inspector's Year End Report** Mr. Grotelueschen reported that in 2008 there was \$590,000 in permit construction in the Town of Saukville. 52 Permits were issued, including 2 for single family dwellings, 4 remodels, 8 accessory buildings and 2 additions.
- b. Building Inspector's recommendations for changes to schedule of fees and permitting process for wood fueled outdoor boilers.** Mr. Grotelueschen reported on the research he has done on this subject. Looking at ordinances neighboring municipalities may have, the Town of Trenton and two others tried to enact ordinances specifically regulating wood fueled outdoor boilers. Trenton reported that their citizens would not approve an ordinance allowing them, due to concerns over smoke and odor caused by them. This, especially considering differences of opinion over how far the units need to be set back, away from buildings. He recommends no change from our current practice.
- c. Discussion and possible action regarding fees for rezoning and permitting.** Mr. Grotelueschen stated that in his opinion, our current schedule of fees for Building, Plumbing, Electrical and HVAC related work are adequate for the costs involved in enforcement. He recommends that since the State Seal on permits costs \$28.00, the Town should in all cases charge an additional \$10.00 to cover our costs of administration. Otherwise, he feels our permitting fees are sufficient, given the economic times we are in.

Chairman Kadow stated that since rezoning of parcels will now require two public hearings before the Plan Commission and two Town Board meetings, perhaps that fee ought to be increased. Since adoption of the new Comprehensive Plan, a rezoning now requires two hearings, and two publications, thus increasing the cost of notification and administration. The Implementation portion of the Plan (Chapter 9), spells out the requirements. In light of this, in the future when considering Rezoning requests, we (the Town) should ask what has changed that would cause the Town to now want to amend the Plan documents. Ms. Smallish asked if this would be the case when a property is taken out of A-2 Zoning. Chairman Kadow stated the entire document has to be amended in this case. Our new Plan prohibits changing zoning unless all the elements in the Plan are changed. Mr. Niehaus stated he would be willing to increase the \$175.00 rezoning fees by as much as three times, up to \$425.00 if that is what our actual costs are for a rezoning. **Mr. Niehaus moved, Ms. Smallish seconded to increase rezoning fees to \$425.00 where there is a change to the Comprehensive Plan in a Rezoning. Motion passed unanimously.**

Town Constable's Report Nothing significant to report.

Roads Report

- a. **Approve Road Maintenance Contract.** The Town Board reviewed all the elements of the proposed two year contract, to mirror the previous contract. It was asked where snow fence is erected in the Town. Chairman Kadow said he would find out. He read the major portions of the contract and explained each one. **Ms. Smallish moved to approve the two year contract. Mr. Niehaus seconded. Motion passed unanimously.**

Recycling Report. Ms Smallish reported that a snow blower has been purchased from funds donated by users of the recycling center. It is a 5 horsepower Craftsman. Several Plan Commission members made large donations, and at the end she and Kay Danielson made up the rest. She thanked all involved in the fundraising.

County Board Update. Mr. Niehaus reported there was a briefing from the County Sheriff and Emergency Management Director, Deb Fitzgerald, which he attended. The topic was Emergency Management.

Town Office Report Deputy Clerk Lear reported that he is learning, on the job and appreciates the help of Treasurer Kay Danielson, Chief Election Inspector Ruth Maze and all the residents who are very cordial and friendly.

Financial Reports

- a. **Treasurer's account balances report** Treasurer Danielson reported we have a minus \$59,000 in the State Bank of Newburg. A big check is going to fire protection. We did have quite a large check going to Cottrell for plowing, over \$900. We've changed the person doing the work, so this should improve. Regarding Tax Settlement, we collected a total of \$1,671,800. On January 15th the tax settlement was made. The money was distributed to the various taxing entities. Our share of the taxes collected was \$177,742. These are funds that will be used for 2009. These moneys can be used to pay for fire protection. Since December 31st the Treasurer has collected \$327,000, so that will be on next months Port Washington State Bank statement. She has the transfer document for Ms. Golsteyn, who stated she will need a reconciled balance as of December 31, 2008. Chairman Kadow asked if we had received a check yet from FEMA. Treasurer Danielson and Deputy Clerk Lear stated we have received nothing.
- b. **Clerk's budget status report.** Ms. Golsteyn gave the report. We need to reconcile as of 12/31/08. There is a lot of money coming in at this time and there are a lot of refunds being made. Until this is done, she will not feel comfortable giving an accurate budget status report. We received the General Transportation aids of \$19,923.31. She reviewed the Profit and Loss Statement with the Board. We made the first of two payments to the Newburg Fire Department for fire protection. We received a late claim for Culvert installation from the County that was erroneously made to the Town of Fredonia.
- c. **Review and approval of claims.** Claims total \$90,313.00. Motion to accept reports and claims made by Ms. Smallish, seconded by Mr. Niehaus. Motion passed unanimously.
- d. **Discussion and possible action on the electronic payment of claims.** Ms. Golsteyn reported that the Town can keep their accounts with Port Washington State Bank, she is going to meet with them tomorrow. They will be able to cut our property tax refund checks. Once she receives the signatory form from Treasurer Danielson this evening, she will then take that to the bank and set up two new accounts there. In the future, the bank will prepare and mail our checks for us. She recommended we close both accounts at Newburg State Bank, in favor of the Port Washington State Bank. The Newburg bank does not have electronic transfer capability. It will take three months for this process. Chairman Kadow asked that Ms. Golsteyn and Deputy Clerk Lear mail the checks in the future.

Correspondence. None. Chairman Kadow stated it is a necessity that Town Officials understand the Comprehensive Plan. We don't want to weaken the plan in any way.

Items from the floor. Rita Pavlik mentioned stated her request to have the two structures next door to her property be torn down, has not yet been acted upon. Ms. Smallish said she would contact Attorney

John DeStefanis to get an update on this project. Ms. Smallish also stated she met recently with officials from WE Energies to do an energy audit on our Town Hall. She believes they will help us at no charge, to discover ways to improve our energy efficiency. Constable Rutkowski asked if information could be requested from the County on exactly where snow fences are installed in the Town. Chairman Kadow said he would contact the County about this. Richard Tesker stated the County put a lot of snow fence up on HWY I. Rita Pavlik stated the County did not put snow fence up on HWY 57.

Adjourn. Motion to adjourn made by Ms. Smallish, seconded by Mr. Niehaus. Motion passed unanimously. .

Minutes taken by Chris Lear, Deputy Clerk