

TOWN OF PORT EDWARDS
MONTHLY BOARD MEETING MINUTES

Date: September 11th, 2023

Call to Order: Chairman Randy Moody called the Town Board Meeting to order at 6:01p.m. The pledge of allegiance was recited to start the meeting.

Meeting Certification: This meeting has been properly posted (on the Town Hall door) as well as published on our website to notify the public of date, place, time, and agenda.

Attendance: Chairman Randy Moody, Supervisors Tim Schmidt, Jeff O'Donnell, Clerk Michelle Sorenson, and Highway Superintendent Adam Lueneburg. Absent was Treasurer Kathy Reese. There were also three people present from the public.

Approval of minutes from August 14th, 2023, Town Board Meetings: Clerk presented the minutes from the August regular monthly meeting. The minutes of the meeting looked accurate and acceptable. Motion was made by Schmidt and seconded by O'Donnell to accept the minutes as printed. Motion carried.

Agenda:

- Approve the agenda
- Approve previous meetings' minutes
- Approve payment of bills
- Treasurer and Clerk's monthly reports
- Set date for next month's board meeting
- Set date for budget prep meeting
- Road Superintendent report
- Review correspondence
- New business:
 - Examine final plat for Bollig development
 - Approve CSM for Fazio
 - Consider updating fee schedule and adding fees to utility permits
- Old business:
 - Update on pricing options for Community Center bathroom
 - Update on properties found to be in violation of the Town's Nuisance ordinance
- Public input
- Adjourn

Motion was made by O'Donnell and seconded by Schmidt to approve the agenda. Motion carried.

Bills: O'Donnell made a motion to approve payment of the town bills listed by the Clerk. Motion was seconded by Schmidt and the motion carried. Total disbursements for the month of August were \$69,422.93 with total revenues being \$62,378.64.

Treasurer and Clerk Financial Reports: The Treasurer and Clerk reports were reviewed by the Board. All numbers balance. Total Town money as of August 31st, 2023, is \$341,329.58. O'Donnell made a motion to accept the reports as submitted and Schmidt seconded so motion carried.

Correspondence: Alliant Energy submitted a utility permit application for Port Road and VerBunker Avenue. Maps were reviewed by the board. Schmidt made a motion to approve the permit application submitted by Alliant Energy and O'Donnell seconded. Motion carried.

Moody talked with the owner of Grumpy's Garage for an estimate on lining the box of the 2008 Sterling patrol truck. He is willing to charge the Town only for materials and donate his labor. The estimate was \$2,100 not including the sandblasting needed prior to application. Selling the old grader tires and the 2000 International was discussed. It was agreed to list them on Wisconsin Surplus. O'Donnell will post the pictures and information after Adam gathers the details.

Highway Superintendent Report: They have been grading since our last board meeting. The clutch on the grader went out and since then the grader has been in the shop. Parts are hard to come by. Creamery and Deer roads are bad again already. The first bridge on County Line Road has had a lot of settling. The crew built up the approaches to it. Improvements on Evergreen are being done as time allows. Garrett Kuhn has the weed whacker and the chainsaw for servicing.

New Business:

Bollig Development: Moody will contact the County Planning and Zoning Department for a copy of the final plat map as the Town has not yet received one.

J. Fazio Certified Survey Map: The submitted map was reviewed by the board. It appears to meet the Town's two-acre minimum requirement. O'Donnell made a motion to approve the CSM for Fazio and Schmidt seconded. Motion passed.

Wolfe Certified Survey Map: Maps were again reviewed by the board. Everything appeared to be in order and acceptable according to the Town's requirements. O'Donnell made a motion to accept the CSM for the Wolfe Joint Revocable Trust. Schmidt seconded and the motion carried.

Fee Schedule: The fee schedule will be looked at closer during the budget prep meeting.

Old Business:

Community Center Bathroom: Crockett septic is just waiting on payment for the portable toilet unit. That was approved in tonight's bills. Adam suggested using some large portions of concrete from the landfill to build a platform for the unit to sit on versus pouring a concrete slab. The toilet is at Crockett's so Adam might go take measurements to be able to prep a spot for it.

Nuisance Ordinance Violations: The owner of the Aaron property on County Highway GG has called and requested a drive by. He would like confirmation on his efforts to clean the property up. The property on County Highway G doesn't seem to be making much progress on the removal of the dilapidated trailers. The board might have to send a follow up letter to the new owners. There has been no recent news on the property on Kimball Avenue.

Public input: An update on the Kellnhofer property was asked for. You can see he has added an army truck, boats, pontoons, and campers to his collection. The board is awaiting comments on the Town's ordinances from the new Town attorney before pursuing action on any violations.

A question about the modifications to the Town's highway shop was asked. Namely whether the Town was able to find an engineer to design the new garage door entrance. Adam had a suggestion to get around the installation of the added garage door and that would be to remove the middle wall in the shop. The downside to that would be the Town would then have to heat the whole shop. The board agreed to keep looking for an engineer.

Next Scheduled Board Meeting: The next regularly scheduled Town Board Meeting is set for Monday, October 9th, 2023, at 6p.m. The meeting will be conducted at the Port Edwards Town Hall.

The meeting for the Town's budget preparation will be held on Monday, October 16th, 2023, in the Town Hall and will begin at 6p.m.

Adjourn: Being there was no other business to conduct, O'Donnell made a motion to adjourn the meeting at 7:27p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,
Michelle Sorenson, Clerk