

Town of Polk Board Meeting Minutes

June 10, 2025 7:00 pm Polk Town Hall

Call to Order

The meeting was called to order.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Official Meeting Notice

The chairman stated that the official meeting notice was sent to the West Bend Daily News, Milwaukee Journal Sentinel, WTKM radio station, posted on the town website, and at the town bulletin board.

Roll Call

Roll call was taken. Present were Albert Schulteis, Bob Roecker, Jenny Zignego, Alison Pecha (clerk), and Kelly Eschenfelder (zoning secretary/treasurer). A quorum was established.

Moment of Silent Prayer

A moment of silent prayer was observed.

Public Comment- 3 minutes per person/15 total minutes

The chairman opened the floor for public comment, limiting speakers to 3 minutes per person with a total of 15 minutes allowed. No members of the public came forward to speak.

Washington County Sheriff's Department Monthly Active Report

Officer Miller presented the Washington County Sheriff's Department monthly active report for April and May. He noted that he was absent last month due to a bike ride.

For April, there were 587 calls for service inside the town of Oak, including 10 traffic accidents. Only 2 cars hit deer in April. There were 241 property checks and 174 traffic stops made inside the town.

For May, there were 582 calls for service with 22 total traffic accidents. There were 13 car-deer collisions, 181 property checks, and 187 traffic stops.

Officer Miller mentioned that there was one grass fire call in each month. He advised residents to be cautious when burning, ensuring proper wind conditions and having water ready.

At the end of May, the department worked 12-hour shifts due to the US Open at Erin Hills. This required schedule reconfiguration and cancellation of days off.

The board members expressed appreciation for the department's work. There was a brief discussion about a new deputy who had recently joined from Milwaukee, though Officer Miller couldn't recall the specific name.

Slinger Fire Department Monthly Report

Lt. Greg Bayer presented the Slinger Fire Department monthly report. He reported 16 fire calls, and 47 EMS calls in their total area for the month.

Training highlights included working with the county at Heritage Park, which Greg noted is a very busy park with frequent bike accidents. They worked on flight for life procedures and extracting people from the woods.

Greg reported that 3 new firefighters completed Firefighter 1 certification, which requires 120 hours of training. One active member completed probationary status. He mentioned a new Washington County website where residents can report controlled burns online instead of calling dispatch. However, he expressed doubt that many people would use this system. The department conducted 106 periodic inspections, 2 Airbnb inspections, and 16 construction inspections. There were 11 violations with 15 to 30-day correction periods and 5 preplans completed. A brief discussion ensued about Airbnb inspections, with Greg clarifying that they inspect properties that apply for Airbnb status, though some may be operating under the radar.

Jackson Fire Department Monthly Report

Jackson Fire Department Battalion Chief Jason Gonzalez presented their monthly report. In May, they had 116 total calls, with 95 EMS and 21 fire calls. They responded to 3 mutual aid structure fires. The department conducted 92 fire inspections and completed several plan reviews. They participated in PR events, including a video shoot for the Washington County Heart Homestead program and hosting high school students for ride-along. Training activities included modifier scenarios, providing exposure to new roles for officers and command staff. Several members completed various certifications, including one new paramedic, five new EMTs, and one member passing Firefighter 1 enhancement ops. The department interviewed five applicants for a full-time firefighter paramedic position, with hopes of filling the role by July 1st.

Chairmans Report

The chairman reported that the drainage system on the back of the building had been completed, which was long overdue. He also mentioned that some plantings had been done in front of the office.

Approval of Minutes

May 13, 2025 - Town Board

May 13, 2025- Special Town Board

May 20, 2025- Special Town Board

The board reviewed the minutes from three meetings in May. A correction was noted for the May 13th meeting minutes, where it needed to be added that Bob made a motion and it was seconded.

Motion: Supervisor Zignego made a motion to approve all meeting minutes with the correction of the May 13th minutes, which required the addition of Supervisor Roecker making the motion and it being seconded by Supervisor Zignego. Supervisor Roecker seconded the motion.

The motion carried unanimously.

Treasurer's Report: Review of Town bank account balances

Approval of vouchers/checks issued

The treasurer reported on a few unusual items in May, including a \$3,000 down payment for audio and video upgrades, a quarter 2 debts and higher department payment, and a capital equipment payment for a truck.

Motion: Supervisor Roecker made a motion to approve the vouchers and checks, starting at number 14060 and ending at 14091. Supervisor Zignego seconded the motion.

The motion carried unanimously.

Certified Survey Map – Kevin M. Zimmer Rev Trust. Properties located in Cedar Creek Estates, Town of Polk, Washington County, Section 15. Zoned A-1 General Agricultural District. Tax Parcels T9-0585001, T9-0585008 and T9-0585009.

The chairman explained that this item had received a recommendation from the plan commission to deny.

Motion: Supervisor Zignego made a motion to deny the certified survey map. Supervisor Roecker seconded the motion.

The motion carried unanimously.

Petition by Kevin Zimmer to amend the Town of Polk Zoning Map by changing the zoning designation of parcels of land located in the Town of Polk, 4010 Mason Ct and 3980 Maxon Dr, from a zoning designation of A-1 General Agricultural District to R-1

The chairman noted that this item also received a recommendation from the planning commission to deny.

Motion: Supervisor Roecker made a motion to deny the petition. Supervisor Zignego seconded the motion.

The motion carried unanimously.

Alcohol Beverage Licenses Applications for 2025-2026 License Year

Class "A" Combination

SD Richfield Inc, Manvir Singh agent, 2545 Mayfield Way, Richfield

Pioneer Petroleum, Inc. d/b/a Pioneer Travel Plaza, Jasmeet S. Kang, agent, 3230 Pioneer Road, Richfield

Class "B" Beer

PrimeTime Events LLC d/b/a The Tap Yard- West Bend, Nicholas Marking, agent, 4875 County Road Z, West Bend

"Class B Combo"

D&A #1, LLC d/b/a Bibinger's, Travis M. Dowden, agent, 3747 Cedar Creek Road

Cedar Lake Pub, Inc., Jessica Jante, agent, 4985 Arthur Rd., Slinger

Kenicks, Inc. d/b/a Kenicky's Public House, Kenneth F. Hillus, agent, 2763 Hwy 175, Richfield

RCB Group, Inc. d/b/a Pleasant Valley Pub, Richard C. Buser, agent, 4493 HWY P, Jackson

HAR-MAR Development Corp. d/b/a Scenic View Country Club, Frank J. Romano, agent, 4415 Club Drive, Slinger

Sheryl's Club 175, LLC, Sheryl A. Siefert, agent, 3545 Hwy 175, Slinger

The Barn at Pioneer Acres, LLC, Linda Larson agent 4214 Pioneer Rd Richfield

Washington County Agriculture & Industrial Society d/b/a Washington County Fair Park & Conference Center, Stacy Buford, agent, 3000 Hwy PV, West Bend

Clerk Pecha presented the alcohol beverage license renewals for the 2025-2026 license year. She explained the different types of licenses, including Class A combinations, Class B beer, and Class B combo licenses.

Clerk Pecha noted that all applicants had supplied the required paperwork and recommended approval for all applications.

Motion: Supervisor Zignego made a motion to approve all the alcohol beverage license applications. Supervisor Roecker seconded the motion.

The motion carried unanimously.

Cigarette and Tobacco Products Retail License Applications for 2025-2026 License Year

SD Richfield, 2545 Mayfield Way, Richfield.

NTC of Wisconsin, Inc. dba Midwest Food & Tobacco Group, 3767 Scenic Road, Slinger.

Pioneer Petroleum, Inc. dba Pioneer Travel Plaza, 3230 Pioneer Road, Richfield

Richfield Smoke Shop, 3230 Pioneer Road, Richfield

Clerk Pecha presented the cigarette and tobacco products retail license renewals for the 2025-2026 license year. She listed the four applicants and confirmed that all had submitted the necessary documentation. Clerk Pecha recommended approval for all applications.

Motion: Supervisor Roecker made a motion to approve the cigarette and tobacco products retail license renewals. Supervisor Zignego seconded the motion.

The motion carried unanimously.

Fireworks Application/Permits

Washington County Agricultural & Industrial Society, Inc for Tuesday, July 22, 2025, at Washington County Fair Park, 3000 HWY PV, West Bend

Clerk Pecha presented the fireworks application permit for the Washington County Agricultural and Industrial Society for Tuesday, July 22, 2025, at the Washington County Fair Park. She confirmed that the applicant had supplied all necessary documentation, including a certificate of liability insurance, a copy of the contract, a list of fireworks, a site plan, a copy of their ATF license, and had paid the required fee.

Motion: Supervisor Zignego made a motion to approve the fireworks application permit. Supervisor Roecker seconded the motion.

The motion carried unanimously.

Resolution 05.20525 Advisory Resolution Supporting Reversal of the US Environmental Protection Agency Decision Classifying Portions of Washington County as Serious Nonattainment for the 2015 Ozone National Ambient Air Quality Standard

The chairman explained that this resolution was presented by the county executive to align Washington County with areas like Dodge County. He noted that the main issue was that pollution affecting the area was not being generated locally but came from other areas, such as Gary, Indiana.

There was a brief discussion about the implications of this resolution, including its potential impact on vehicle emissions testing requirements.

Motion: Supervisor Roecker made a motion to approve the advisory resolution. Supervisor Zignego seconded the motion.

The motion carried unanimously.

Adjourn

Motion: Supervisor Zignego made a motion to adjourn the meeting. Supervisor Roecker seconded the motion.

The motion carried unanimously, and the meeting was adjourned.