

TOWN OF PORT WASHINGTON

OFFICE OF THE CLERK

Official Minutes of the Regular Meeting of the Port Washington Town Board
Monday, July 7, 2025, at 7:00 p.m.
At the Town Hall, 3715 Highland Drive, Port Washington, WI

Roll Call and Pledge of Allegiance

Present: Chairman Mike Didier, Supervisor Gary Schlenvogt, Supervisor Greg Welton, Heather Krueger-Clerk, and Mary Sampont-Treasurer.

Public: 3, Press: 1

Approval of June Town Board and Board of Review Minutes. Welton moved to approve the June Town Board and Board of Review Minutes as submitted, seconded by Schlenvogt. The motion passed unanimously.

Public Comments: Andrew Struck, Ozaukee County Director of Planning & Parks gave an update to the Department of Agriculture, Trade and Consumer Protection (DATCP) administration of the Farmland Preservation Program, including the certification of farmland preservation zoning, Agricultural Enterprise Areas (AEAs), and farmland preservation agreements in the Town of Port Washington.

Reports:

Chairman Didier: 1) Ozaukee County Highway Department patched Northwoods Road and Willow Lane and repaired the culvert dip on Mink Ranch Road. 2). There were several complaints regarding the live music at Pliers Full Circle earlier this month. There is no permit required, but they do need to follow the Town Ordinance for Noise and Nuisances:

§340-105 Noise Ordinance:

- A. *No activity produce a sound level outside the district boundary that exceeds 85 decibels.*
- B. *All noise shall be muffled or otherwise controlled so as not to become objectionable due to intermittence, duration, beat frequency, impulse character, or shrillness.*

§250-4(H) Loud, discordant, and unnecessary noises or vibration. *Any noise or vibration that greatly annoys or disturbs a neighborhood or any considerable number of persons within the Town.*

3) Didier received calls confirming that there is Lake Michigan access at the end of Lake Drive; he confirmed that there is Lake access at the end of Lake Drive.

Supervisor Welton: 1) Welton has gotten calls regarding the current ATV/UTV trail. Will this remain open now that the town no longer owns Highland Drive? Krueger will contact the Lakeshore ATV/UTV club and ask for their advice. 2) There has been a considerable increase in pedestrian traffic on Northwoods Rd. The area in the Village of Saukville is still under construction, so the number of new residents is expected to increase. Does the Village have plans to install sidewalks on Northwoods? Lower the speed limit, or place a stop sign at the intersection of Northwoods and Applewood?

Town Treasurer report: The town's Money Market balance is \$649,249.42, the checking account balance is \$24,040.65, and the small business account balance is \$28.26.

Consideration and possible action to approve Operator Licenses for July 1, 2025 – June 30, 2026.

Welton moved to approve the Operator License for Trista Franks-Sheer. Seconded by Schlenvogt. The motion passed unanimously.

Discussion and possible action to approve the material and labor for installing an electric strike plate on the town hall door to make it ADA compliant. Per Didier, the board approved the installation of a single Stanley Magic Force automatic door operator on the existing town hall door in May 2025. Automatic Entrances of WI, LLC, recommends adding a strike plate to our current door. **Welton moved to approve proposal 59798 in the amount of \$1,240.00 for materials and installation of an electric strike plate, seconded by Schlenvogt. The motion passed unanimously.**

Discussion and possible action on regulating the town drop-off center for items dropped off when the facility is closed. The board decided to try blocking the driveway with cones when the facility is closed. The next step would be to add chains across the driveway by the building. Cameras on the facility are also a good idea, as well as more signage. **Welton moved to approve purchasing a camera system for the town hall drop-off facility for \$2,000 or less, seconded by Schlenvogt. The motion passed unanimously.**

Discussion and possible action regarding Encroachment and Hold Harmless Agreement between the Town of Port Washington and Austin & Megal Menke, 3557 Groeschel Rd. regarding an accessory structure encroachment on a town-owned parcel of land. Per Didier, the Menkes were given the agreement but did not sign it. Didier suggested the town modify the agreement, changing the replacement amount from 50% of \$16,100 to 100% of \$16,100. The board feels this is generous, as they could ask them to remove the shed entirely. **Didier moved to amend the agreement to read that the assessed value of the shed is \$16,100, and 100% of that cost could be used to repair the shed if it were damaged, seconded by Schlenvogt. The motion passed unanimously.**

Discussion regarding archived town minutes. According to Didier, the town has a safety deposit box at the Port Washington State Bank, where town records from 1873 to 1994 are stored. These records would be difficult to digitize. Does the board want to continue using this box to secure the minutes? The board decided it is in the town's best interest to continue using the safety deposit box at PWSB.

Monthly Bills: **Welton moved to approve the June bills for \$10,890.50, seconded by Schlenvogt. The motion passed unanimously.**

Didier adjourned the July Town Board meeting at 8:28 PM.

Respectfully submitted,
Heather Krueger,
Clerk