

Town of Trenton
Official Minutes from the Regular Meeting of the Town Board of Supervisors
Town of Trenton Town Hall, 1071 Highway 33 East, West Bend, WI 53095
July 20, 2026, at 7:00 p.m.

Present: Chairman Mike Lipscomb, Supervisor Barb Davies, Supervisor Tony Thoma, Administrator/Clerk Cindy Komro, Deputy Clerk Cass Walker, Treasurer Nicole Cozzuli-Meer.

Members of the Public: 6

Chairperson Lipscomb called the meeting to order at 7:00 p.m.

Lipscomb asked those in attendance to stand and recite the Pledge of Allegiance.

Affidavit of posting: Lipscomb read the affidavit of posting, stating that the Town Board meeting agenda was properly posted on the Town Hall bulletin board and the Town's official website.

Approve June 16, 2026 Town Board regular meeting minutes: **Davies moved to approve the June 16, 2026 Town Board regular meeting minutes, seconded by Thoma. Motion carried 3-0.**

Approve June 22, 2026 Town Board special meeting minutes: **Davies moved to approve the June 22, 2026 Town Board special meeting minutes with corrections on page two of three under Road Bid Award GSB-88 sealant paragraph 3, change the word "village" to "town" and paragraph five change the word "village" to "town", seconded by Thoma. Motion carried 3-0.**

Public Comments: None.

Review and accept agenda: **Davies moved to accept the agenda as presented, seconded by Thoma. Motion carried 3-0.**

June bank statement reconciliations: **Davies moved to approve the June bank statement reconciliations, seconded by Thoma. Motion carried 3-0.**

Zoning ordinance amending Town zoning code to resolve B-1 district side yard setback omission: **Davies moved to approve the zoning ordinance amending Town zoning code to resolve B-1 district side yard setback omission, seconded by Thoma. Motion carried 3-0.**

Ordinance amending Comprehensive Plan Land Use Map from Country Estates to Low-Density Residential and Town zoning map from CES-5 to R-2, Daniel and Nancy Legate (one acre of parcel T11_040700G): **Davies moved to approve the ordinance amending Comprehensive Plan Land Use Map from Country Estates to Low-Density Residential and Town zoning map from CES-5 to R-2, Daniel and Nancy Legate (one acre of parcel T11_040700G, seconded by Thoma. Motion carried 3-0.**

Land division by Certified Survey Map, MSF Rental, LLC (Nick Meier, member), 6273 Pleasant Hill Drive (T11_042100C): Komro reported that two engineers reviewed the project, one focused on the CSM language and the other on water flow. Komro stated that a few minor civil items were left and recommended approving the project with contingencies. She ensured that she would not allow the CSM to be signed until all required items are received and confirmed by Joe Komorowski. **Davies moved to approve the land division by Certified Survey Map, MSF Rental, LLC (Nick Meier, member), 6273 Pleasant Hill Drive (T11_042100C), seconded by Thoma. Motion carried 3-0.**

Resolution to enter into professional services agreement with Washington County for advanced professional planning services by the County's Community Development Department: Komro explained that the county's shared services agreement would replace the previous arrangement after the county canceled SWRPC contract. She said there is currently no charge specified, no annual monetary cap mentioned, and that the county values services at \$80 per hour for accounting purposes rather than necessarily billing that amount. Komro highlighted the benefits of working with Hannah Keckeisen, including assistance with the upcoming comprehensive plan revision, farmland preservation planning, and access to planning resources. She noted that Tim Jackson from DATCP had already reviewed the town's ordinances at no cost and that Hannah's expertise would save time and provide guidance on comprehensive planning and zoning ordinance reviews.

Davies suggested reviewing the entire town's land use and zoning designations to ensure that they are still appropriate. Komro added that she discussed incorporating solar energy policies into the comprehensive plan by identifying areas and soil types that are or are not appropriate for solar development, helping guide future decisions. It was noted this approach would be comparable to how the town previously addressed EA and AE designations. **Davies moved to approve the resolution to enter into a professional services agreement with Washington County for advanced professional planning services by the County's Community Development Department, seconded by Thoma. Motion carried 3-0.**

Resolution supporting participation in the Washington County countywide EMS system and authorizing execution of the countywide EMS system service provider agreement: The board discussed a proposed countywide EMS funding initiative and reviewed a draft letter that expressed conditional support for the plan. It was emphasized that additional information and dialogue are still needed before fully committing. Board members also reviewed the funding plan that was proposed in meetings between chief elected officials and public safety representatives. The board also discussed the long-term sustainability of the proposal. **Davies moved to approve the resolution supporting participation in the Washington County countywide EMS system and authorizing execution of the countywide EMS system service provider agreement, with the change from "goats" to "goals," and stated that the letter must accompany the resolution, seconded by Thoma. Motion carried 3-0.**

Ordinance amending Chapter 368 Vehicles and traffic: Komro mentioned that the update will be featured in the Town Crier and the website. **Davies moved to approve the ordinance amending Chapter 368 Vehicles and traffic, regulating electric scooters, electric and gas powered bicycles, and similar vehicles, seconded by Thoma. Motion carried 3-0.**

Ordinance amending §307-2 Destruction of noxious weeds: Komro noted that rather than listing specific weeds that may become outdated, the ordinance would incorporate the applicable state and DNR rules by reference, allowing the town's requirements to automatically remain current if state regulations change without requiring another ordinance amendment. It was also noted that the call volume regarding this issue has been relatively low. **Davies moved to approve the ordinance amending §307-2 Destruction of noxious weeds, seconded by Thoma. Motion carried 3-0.**

Approve amended homeowners' association documents of Paradise Hills Subdivision: a) declaration, covenants, conditions and restrictions of Paradise Hills and b) bylaws: A representative of the subdivision clarified that the documents had been revised and edited. He noted that although the town does not require notification when these changes occur, town approval is necessary before the documents can be filed with the county. He further confirmed that the original bylaws were created by the developers and included a provision allowing them to be amended. During the review process with Mr. Thull and his attorney, several issues were identified. The documents were revised to address these issues and strengthen the governance requirements. These changes included increasing the minimum participation required to establish a quorum from 10% to 25%, adding two members to the board of directors, and making several other minor updates to the bylaws. **Davies moved to approve amended homeowners association documents of Paradise Hills Subdivision: a) declaration, covenants, conditions and restrictions of Paradise Hills and b) bylaws, seconded by Thoma. Motion carried 3-0.**

Previous Month Correspondence and Department Reports:

Police Department January Activity: 212 service calls, 42 traffic stops, 3 traffic citations.

Town Administrator Komro: Komro reported that through June 30th, zoning-related activities generated about \$8,400 in revenue. She reported on the smooth transition of payroll to iSolved. Komro reported that the office sent out more than 213 absentee ballots and prepared for in-person absentee voting beginning the following week, with increased hours due to county reimbursement. She noted that the Deputy Clerk has also been processing spoiled or improperly completed absentee ballots and contacting voters when applicable to explain the requirements and procedures.

Treasurer Couzzli-Meer: Reviewed her report, which highlighted important notes about monetary and billing-specific items.

Supervisor Davies: Reported on the DNR notice that a pre-hearing for Rob-n-Cin Farms is scheduled for September 1st. Davies mentioned that interested parties can register online to participate and listen to the virtual hearing. Davies explained that solar development is a top priority for the State of Wisconsin, which

significantly limits the town's ability to deny or impose conditions on the project. The town can request certain conditions but generally cannot require them through the CUP. It was clarified that additional provisions can potentially be included in a separate agreement. The discussion also identified the need for the solar company to obtain written permission from the City of West Bend to use River Road, and potentially Paradise Drive, for hauling materials, since portions of those roads are under the City of West Bend's jurisdiction. There was concern expressed about the project's proximity to neighboring residents, and it was discussed whether additional adjustments could be made to reduce impacts. The possibility of future solar projects and the broader concern that approving this project could lead to similar proposals was also examined. Officials agreed that producing decommissioning requirements in the CUP, including financial security or a bond to cover future removal costs, would be necessary.

Supervisor Thoma: None.

Chairman Lipscomb: The Chairman reported on continued communication with teams and coaches regarding the upcoming 12-team ball field tournament. Coaches and/or teams will be expected to clean up after themselves and leave the facilities in working order. Grass-cutting and park maintenance were also discussed, including plans to give Cecelia Drive Park additional attention and handle future overseeding through the Public Works Department rather than paying for outside services. Lipscomb also reported that an Eagle Scout has reached out about presenting a proposal for a flag-burning park/location. This is expected to be discussed in the next meeting. Chairman Lipscomb met with the Eagle Scout and requested additional information regarding the project's design, financing, the amount the Scout is contributing, what assistance is being requested from the town, and how the project would be executed. Lipscomb also noted that Washington Drive repairs are expected to begin within the next few weeks. He reported that DPW Director Charlie Schmidt is exploring repairs to a section of Trenton Road that could potentially allow the road to be chip sealed next summer rather than requiring a wedge and overlay project. The Wallace Lake and River Road drainage situation was also discussed. A culvert near Wallace Lake that appeared to be directing water toward nearby backyards was plugged after it was determined that there was no record of it on the culvert map. The expectation is that water will now flow toward the new cross-culvert and away from a resident's backyard that has experienced flooding.

The Chairman also reported that his written testimony as the town's intervener before the Public Service Commission is expected to be submitted by the extended deadline, emphasizing the town and residents' preference for the alternate route.

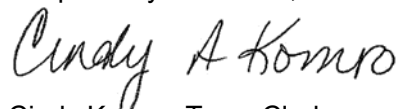
Additional Discussion:

Discussion ensued on the history of Westwood Trail, which was accepted as a town road in 1986. Davies confirmed that she is in the process of acquiring more information to verify the facts.

Approve vendor bill payments: **Davies moved to approve payment of vendor bills presented in the amount of \$358,921.17, seconded by Thoma. Motion carried 3-0.**

Lipscomb adjourned the Town Board meeting at 8:24 p.m.

Respectfully submitted,



Cindy Komro, Town Clerk

Affidavit of Posting: *These minutes were approved at the August 17, 2026 Town Board meeting and were posted on the town's official website on August 18, 2026.*



Town of Trenton

Washington County, Wisconsin

TownofTrenton.wi.gov
1071 Highway 33
West Bend, WI 53095
262.675.6009

ADMINISTRATOR REPORT AUGUST 2026

JULY 2026 ACTIVITY

Administrator Activity

- Website:
 - Posted approved minutes, resolutions, notices
 - Removed outdated forms and notices
 - Committed to new portal for online athletics fields and town hall meeting room reservations process
- Filed monthly payroll reports and payments:
 - Wisconsin retirement contributions
 - Health insurance payment
- Amendments to town ordinances:
 - Noxious weeds
 - Vehicles & traffic (e-bikes)
- Coordinated ADA accessible door install (scheduled for August 20)
- Transitioned to new portal for WisRetirement Insurance Benefits
- Responded to public records request (assessment and building permit data)
- Attended Fire/EMS County meeting
- Met with resident regarding ATC easement questions
- Began drafting 2027 town budget

Zoning Administrator Activity

- Zoning action Income received YTD through July 31: \$10,876
- Excavation Permits processed in July: 3 (18 YTD through July 31)
- Zoning Permits issued in July: 5 (34 YTD through July 31)
- Responded to resident complaints
 - Junk vehicles
 - Debris
 - Overgrown lawns
 - Weeds
- Zoning Actions APPROVED, sent ordinance to General Code:
 - B-1 Business District setback
 - Land Division (Meier Pleasant Hill Drive)
- Zoning Actions in process or being researched:
 - Legacy structure permit
 - Large-scale solar conditional use permit
- Prepared Zoning special assessment supplemental comments for properties being sold
- Responded to Zoning requests and questions
- Updated website with swimming pool rules

Clerk Activity

- Responded to public records request regarding Election Inspectors and training communications
- Partisan Primary Election August 11, 2026:
 - Processed and mailed 213+ absentee ballot applications
 - Staffed in-person absentee voting hours
 - Trained Cass on various election tasks
 - Marking test ballots for public test
- Responded to public records request: vendor records from January 1 – July 14, 2026

