



**TOWN OF SAUKVILLE**  
**Ozaukee County**  
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Terry Hoffman, Chairman  
Walter H. Clarke, Clerk  
Kay Danielson, Treasurer

**TOWN BOARD MINUTES**  
**Tuesday, November 18, 2003**  
**7:30 p.m.**

**1. Call to Order**

Present: Chairman Hoffman, Supervisors Niehaus and Wollmer, Clerk Clarke, Treasurer Danielson, Constable Dickmann, Administrative Assistant Walls

**2. Pledge of Allegiance**

**3. Approval of the minutes of the October 21, 2003 Town Board Meeting.**

Hoffman moved to approve; Niehaus seconded; motion carried unanimously.

**4. Discussion/action on 2004 Contract with RK Construction & Inspection, LLC**

Hoffman briefly discussed the minor changes and moved to approve; Niehaus seconded; motion carried unanimously.

**5. Discussion/action on 2004 Building Permit Fees resolution.**

Hoffman noted that some changes were made to bring the fees up to that of neighboring communities. Niehaus moved that the increases not be made, keeping the fees the same as 2003. Wollmer seconded; motion carried unanimously.

**6. Public Safety Reports**

**a. Town Constable's Report**

Dickmann reported on the clean up of junk cars and a tree house on Sauk Rd., and also untagged dogs and a possible kennel operation/construction on E. Hawthorne Dr. The building inspector and Dickmann will follow up. Wollmer suggested sending a letter requesting an appearance at the plan commission in December. Walls will send such a letter. Niehaus noted the removal of junk cars on Shady Lane and the tent structure on Hwy 33.

**b. Discussion/possible action to adopt September 2003 draft Emergency Management Plan.**

Hoffman discussed the plan prepared by the County. Niehaus asked that all officials have a copy and Walls will comply. Hoffman moved to adopt; Wollmer seconded; motion carried unanimously.

**7. Roads Report**

**a. Hillcrest Rd. shouldering**

Hoffman noted that Scott Construction completed the job for less than half the County's estimate.

**b. Status of TRIP/LRIP funding and projects**

Clarke reported that the money for the 2004-2005 cycle will be split three ways rather than six. The town will participate in the 2006-2007 cycle.

He noted that the Knollwood Rd. project is still pending and is planned for next year.

**8. Recycling Report**

None

**9. Town Office Report**

**a. Update on Town Web Site/Email**

Walls discussed the possible structure of the town web site and the need for a scanner to upload older documents. She also discussed the need for a separate domain name and polled the board on the desirability of separate email accounts for each official. Niehaus expressed caution that we may lose the personal touch of telephone communication. Hoffman viewed email as a useful addition to other forms of communication. Hoffman asked Walls to poll the other commission members. Wollmer was also concerned whether the venue would be used enough to justify the effort. Walls gave the board a list of suggested items for possible inclusion on the site and asked that the board review these and comment at a later date.

**b. Discussion/action on Zoning Map update proposal.**

Hoffman reviewed a proposal for approximately \$1000 to update and digitize the map. Niehaus moved approval; Hoffman seconded; motion carried unanimously.

**c. Discussion/action on repair of office heating blower motor.**

Clarke discussed the repair and Hoffman moved to approve the repair with a new blower motor. Wollmer seconded; motion carried unanimously.

**d. Discussion/action on miscellaneous building repairs (Jim Adams).**

Hoffman read the list of items including screen repair, clean gutters, and ceiling tile replacement and painting. Niehaus moved to proceed with the repairs with the exception of the screens and the kitchen door for \$425. Wollmer seconded; motion carried unanimously.

**10. Financial Reports**

**a. Treasurer's account balances report**

Danielson presented the report, which is on file.

**b. Clerk's budget status report**

Clarke presented the budget report, which is on file.

**c. Review and approval of claims**

Date	Num	Name	Memo	Amount	Balance
9/23/2003	4164	SBC	414 675- 9217 556 2	(159.32)	(159.32)
9/23/2003	4165	Veterans of Foreign Wars	Care of Sizer and Katharina Cemetery	(75.00)	(234.32)
*** Missing numbers here ***					
10/21/2003	4181	Clarke, Walter H.		(751.28)	(985.60)
10/21/2003	4182	Danielson,		(360.96)	(1,346.56)

		Kay			
10/21/2003	4183	Dickmann, Mark R.		(76.95)	(1,423.51)
10/21/2003	4184	Hoffman, Terry M		(434.97)	(1,858.48)
10/21/2003	4185	Kadow, Jim		(23.08)	(1,881.56)
10/21/2003	4186	Niehaus, William		(258.58)	(2,140.14)
10/21/2003	4187	Rutkowski, Curtis		(23.09)	(2,163.23)
10/21/2003	4188	Smallish, Kathryn A		(23.09)	(2,186.32)
10/21/2003	4189	Walls, Debra		(969.57)	(3,155.89)
10/21/2003	4190	Wollmer, Michael G		(252.58)	(3,408.47)
10/21/2003	4191	Office Max	Office Supplies	(187.92)	(3,596.39)
*** Missing numbers here ***					
10/21/2003	4193	Bill's Mailing Service, Inc.	Newsletter	(4.46)	(3,600.85)
10/21/2003	4194	Boehlke Bottled Gas Corp.		(247.19)	(3,848.04)
10/21/2003	4195	CITIBANK USA		(468.23)	(4,316.27)
10/21/2003	4196	Fleet Capital Leasing	Copier lease	(139.00)	(4,455.27)
10/21/2003	4197	Fuchs, Snow, O'Connell & DeStefanis, S.C.	General Legal Services	(750.00)	(5,205.27)
10/21/2003	4198	Marnett Business Center, Inc.	Maintenance	(15.73)	(5,221.00)
10/21/2003	4199	Martin R. Marchek	Planning services	(354.40)	(5,575.40)
10/21/2003	4200	Office Max	VOID: Office Supplies	0.00	(5,575.40)
10/21/2003	4201	On Time Printing	Newsletter	(296.10)	(5,871.50)
10/21/2003	4202	Ozaukee County Hwy Dept.	August	(9,448.90)	(15,320.40)
10/21/2003	4203	Port Publications		(77.43)	(15,397.83)
10/21/2003	4204	Race's Lawn Service		(105.00)	(15,502.83)
10/21/2003	4205	SBC	414 675- 9217 556 2	(150.16)	(15,652.99)
10/21/2003	4206	We Energies		(149.14)	(15,802.13)

10/21/2003	4207	Weldon V. Zufelt	Payne & Dolan Settlement	(831.25)	(16,633.38)
10/21/2003	4208	Postmaster	Newsletter	(37.00)	(16,670.38)
10/21/2003	4209	Peters Assessment Service	March	(3,500.00)	(20,170.38)
10/21/2003	4210	Danielson, Kay	Petty Cash	(58.67)	(20,229.05)
10/21/2003	4211	Arrow Disposal & Recycling	September	(1,200.00)	(21,429.05)
10/21/2003	4212	Internal Revenue Service	39-1128950	(601.38)	(22,030.43)
10/21/2003	4213	PEBSCO		(20.00)	(22,050.43)

Niehaus observed that the town spent significant legal expense defending the assessment of the Bog Golf Course with only a small stake in the outcome. He advocated trying to garner funds from the major taxing jurisdictions, though there is little chance of collecting.

**d. Status of budget process.**

Clarke reminded the board of the upcoming budget presentation.

**11. Correspondence**

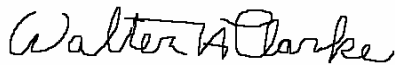
A brief discussion ensued on the status of the gate on Center Lane. The building inspector and staff is investigating where the line is between town road and private property.

**12. Items from the floor**

Dickmann questioned the status of the high pressure 24" gas line on Cedar Sauk Rd. Hoffman requested staff to invite We Energies to a future meeting to discuss the project.

**13. Adjourn**

Hoffman moved to adjourn; Niehaus seconded; motion carried unanimously.



Walter H. Clarke, Town Clerk