

Town of Saukville
TOWN BOARD MINUTES
December 16th 7:05 p.m.

Present: Chairman Kadow, Supervisors Smallish & Niehaus, Constable Rutkowski, Treasurer Danielson.

Also Present: Town Accountant Golsteyn.

Pledge of Allegiance

Call to Order. Chairman Kadow called the meeting to order and read the following notice.

This meeting has been given public notice in accordance with Sections 19.83 and 19.84 of the Wisconsin Statutes, to apprise the public and news media of the subject matters intended for discussion, consideration and action.

Approval of the minutes of the November 18th, 2008 Town Board Meeting. Motion by Ms. Smallish seconded by Mr. Niehaus to approve as submitted. Motion passed unanimously.

Ordinance No. 2008-3, An Ordinance To Adopt The Comprehensive Plan Of The Town of Saukville, Wisconsin Supervisor Bill Niehaus moved to approve Ordinance No. 2008-3, An Ordinance To Adopt The Comprehensive Plan Of The Town of Saukville, Wisconsin. Supervisor Kate Smallish seconded. Motion passed unanimously.

Building Inspectors Report

- a. Transition details concerning the Building Inspector's retirement.** It was reported that Frank Mayer, Building Inspector will be retiring in the Spring of 2009. Another person in the firm of F.D. Mayer & Son will be taking over his duties for the different municipalities the firm serves. Mr. Mayer will be available to train and reference Town of Saukville duties to his replacement. It is believed the current contract will expire in June of 2009.
- b. Building Inspector's recommendations for changes to schedule of fees and permitting process for wood fueled outdoor boilers.** The Building Inspector was not able to attend, so that this agenda item can not be addressed until January. He will bring model ordinances from other communities to that meeting.

Town Constable's Report Nothing to report.

Roads Report Nothing to report.

Recycling Report. Ms Smallish said there was nothing to report.

County Board Update. Mr. Niehaus reported the Land Use Committee sent two delegates to Lancaster County, PA and other counties in Maryland who had successful Purchase of Development Rights (PDR) programs. This is where local government entities will purchase development rights from farmers. It was a very instructive trip. Supervisor Niehaus will share information with the Town Board as it develops.

Town Office Report

- a. Possible replacement for vacant office positions.** Mr. Niehaus reported that Chris Lear, former Administrator for the Village of Saukville and Germantown, expressed an interest in filling the office vacancies. Mr. Niehaus met with Mr. Lear for several hours, and received a resume from him. Subsequently copies of that resume has been distributed to Board members. Mr. Niehaus recommends him as someone we should give serious consideration for interview and hiring. Ms. Smallish stated she read the resume and feels the background and experience is impressive, particularly the community organization, running various programs. She felt the Town would be fortunate to get him to come on board. Kay Danielson stated she dealt with him while he was with the Village, and found him to particular where the taxation process and forms were concerned. Mr. Niehaus stated that Mr. Lear exhibits flexibility as someone who can come on board now as Administrative Assistant and then later on, if the Board would like to hire him permanent as Clerk, he would be amenable with that as well. Either way, he is flexible and is open to what the needs of the Town Board are. Mr. Kadow suggested the Town enter into an agreement for 120 days, to cover the Town until the April transitions, and by then we will have a Clerk. He understood from Mr. DeStefanis that we can't really hire a Clerk until then. Ms. Smallish understood the Board could select someone at any time, but not officially make the appointment until April. Mr. Kadow moved to authorize Mr. Niehaus to

negotiate and appoint Chris Lear to fill the temporary office vacancy, until a permanent appointment is made in April 2009. Seconded by Ms. Smallish. Motion approved unanimously.

- b. Building Inspector to act as Zoning Administrator.** The Board discussed the appointment of Walter Grotelueschen to fulfill the duties of Zoning Administrator, as needed and until a new Clerk is appointed in April 2009. A job description will be provided to Mr. Grotelueschen. Fees for attendance at meetings was discussed. Mr. Niehaus suggested that we provide the funds necessary to pay Mr. Grotelueschen to work with citizens in zoning and plan commission matters. A job description and schedule of fees will be developed.

Discussion and possible action concerning assessor's contract. Ms. Smallish stated that at the Budget Workshop it was suggested we ask the Assessor to take less than a \$600 increase, in consideration of the times and a low level of building activity. Mr. Peters stated that at this time there are more people making calls regarding reassessment, particularly due to foreclosures and refinancing. This creates more activity for the Assessor. Cost for him also keep going up each year. The Board of Review may be difficult this year. There are 35 properties to be inspected by the Assessor. Farmland needs to be looked at. The Town Board took \$500 out of that line item. Ms. Smallish moved, Mr. Niehaus seconded to approve the Assessor's Contract, amending the compensation to \$11,100.00, with payments of \$1,850.00 for the months of January through June, 2009. Motion approved unanimously.

Financial Reports

- a. **Treasurer's account balances report** Have collected \$100,500 in taxes in three deposits. Balance now is \$100,112.00. The balance for 2008 is \$12,000.00.
- b. **Clerk's budget status report** No report.
- c. **Review and approval of claims** Motion to accept reports and claims made by Chairman Kadow. Motion seconded by Ms Smallish. All in favor.

Correspondence. None

Items from the floor. None

Adjourn. Motion to adjourn made by Chairman Kadow, seconded by Ms. Smallish. All in favor.

Minutes taken by Chris Lear, Deputy Clerk