

MINUTES

TOWN BOARD MEETING

Town of Polk Town Hall * 3680 State HWY 60

Thursday March 10, 2016 at 7:30 pm

Approved 4/12/16

Meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited.

Verification of Official Meeting Notice. Notice was given to the West Bend Daily News, Hartford Times Press, Milwaukee Journal Sentinel, WBKV/WTKM radio stations and posted at Cedar Lake Hills Subdivision, Roskopf's RV Center, and the Town Hall

Roll Call - present: Chairman Albert Schulteis, Supervisors Theodore Merten and Robert Roecker, Treasurer and Zoning Secretary, Tracy Groth and Clerk, Diana Degnitz had an excused absence.

Moment of silent prayer

Public Comments –none, closed by Chairman Schulteis

Approval of Minutes

- January 5, 2016 – Town Board Meeting - motion by Theodore Merten to approve the Minutes as written. Motion seconded by Robert Roecker. All voted in favor, motion carried.
- February 9, 2016 – Special Town Board Meeting - motion by Robert Roecker to approve the Minutes as written. Motion seconded by Theodore Merten. All voted in favor, motion carried.

Sheriff's Report – Deputy Jerrod Cox not in attendance – no report given.

Chairman's report – Chairman Schulteis reported that the Plan Commission will be meeting Thursday April 7, 2016 as the Spring Election and Presidential Preference is being held Tuesday April 5, 2016. The Annual Town Meeting will be held April 19, 2016.

Treasurer's Report of Revenue and Expenditures – presented by Tracy Groth. Motion by Theodore Merten to approve report as submitted including check numbers 8362 to 8431. Motion seconded by Robert Roecker. All voted in favor, motion carried.

UNFINISHED BUSINESS – none

NEW BUSINESS

Certified Survey Map to create (2) Lots from a 21.77 acre parcel in accordance with Town of Polk Title X Land Division Ordinance Section 3.06 Minor Land Divisions. Property located at 3758 Lily Road, Polk, Washington County, Wisconsin, Section 14. Zoned A-1 General

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Agricultural. Tax Key# T9-053600Y. Puestow Living Trust, Property Owner. Chairman Schulteis noted that the parcels are divisible as indicated by the Plan Commission. Motion by Robert Roecker to approve CSM as presented. Motion seconded by Theodore Merten. All voted in favor and the motion carried.

Certified Survey Maps to create five (5) lots via two Certified Survey Maps from three existing agricultural parcels in accordance with Title XI Land Division Ordinance. Properties located in Section 10, T10, R19E, Town of Polk, Washington County Wisconsin. Tax Keys# T9-0423, T9-0429, T9-0430-00H. Zoned A-1 General Agricultural District. Steven Kearns, Property Owner. Motion by Theodore Merten to approve CSM as presented. Motion seconded by Robert Roecker. Zoning Secretary Groth noted that all of the recommendations that the Plan Commission made with the conceptual CSM were included in the CSM document presented as well. All voted in favor and the motion carried.

Conditional Use Permit in accordance with Section 4.0 of Town's Title X Zoning Ordinance to utilize a barn on the property to operate a special occasion venue for weddings, parties, and other similar private gatherings. Business to be located at 4214 Pioneer Road, Town of Polk, Washington County, Wisconsin. Section 33. Tax Key T9-0987-00C. 9.66 Acres Zoned A-1 General Agricultural District. Property Owners Douglass Marquardt and Linda Larson. Chairman Schulteis noted that the Town is still researching annual renewal of a temporary agreement. Motion by Theodore Merten to approve with recommendations of the Plan Commission as attached. Motion seconded by Robert Roecker. All voted in favor and the motion carried.

Chairman Schulteis recused himself from the next two items.

Reimbursement Agreement Wissota Sand and Gravel regarding the closing and rebuilding of Fond du Lac Road. Chris Larson indicated that he'd reviewed with Counsel and added an addendum. Motion by Theodore Merten to approve as presented. Motion seconded by Robert Roecker. All voted in favor and the motion carried.

Proposed Road Closure and Reconstruction of portion of Fond du Lac Drive. Wissota Sand and Gravel, applicant. Chris Larson from Wissota indicated that he will connect Graef Engineering with John Frey to design the road and permit accordingly. Mr Larson indicated that he would like to begin work June 7-8, 2016 after school ends. Motion by Theodore Merten to approve the proposed road closure and reconstruction of portion of Fond du Lac Drive. Motion rescinded by Theodore Merten. Robert Roecker motioned to approve with contingencies to include a Construction Reimbursement Agreement in place, a Construction Agreement between the Town of Polk and Wissota Sand and Gravel with conditions including but not limited to: Striping – to be completed twice, once upon completion of the first lift and again at final completion, a road shoulder of 5 feet with 2 feet of pavement and 3 feet of gravel. Discussion

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ensued when Chris Larson of Wissota proposed a 12 foot road, striped at 11 feet with a one foot paved shoulder with gravel after that. Robert Roecker indicated that the Town wants a 5 foot shoulder with 3 feet paved the entire length of the road to the railroad tracks. Chris Larson indicated that he would "have to figure that out". Robert Roecker continued with contingencies, Wissota Sand and Gravel to provide a Letter of Credit or a Surety Bond for 125% of the estimated cost of the road, Wissota Sand and Gravel to complete with first phase of reconstruction of the road by September 1, 2016 with the understanding that unforeseen weather conditions may call for flexibility with that timeline and the Town is willing to be flexible in that situation, Wissota Sand and Gravel to complete the asphaltting of the reconstructed road by July 1, 2017 and that the Town's Attorney will draft the Construction Agreement between the Town of Polk and Wissota Sand and Gravel and such agreement may contain additional contingencies. Motion by Robert Roecker to approve as presented with said contingencies. Motion seconded by Theodore Merten. All voted in favor and the motion carried.

Chairman Schulteis returned to lead meeting.

Concept Plan by Patriot Homes, LLC for a Mixed Use Commercial And Multi-Family Development. Parcel located at 2933 Pleasant Valley Road, Polk, Washington County, Wisconsin, Section 12, Tax Keys T9-0470, T9-0471, and T9-0472. 80 +/- acres. Francis and Rita Peters, Property Owners. Motion by Robert Rocker to approve the study of the concept plan. Motion seconded by Theodore Merten. All voted in favor and the motion carried.

Petition 03-2016 To Rezone from A-1 General Agricultural District to B-1 Business District. CTY HWY P. 12.266 Acres. Section 24, Town of Polk, Washington County, Wisconsin. Mark Hauser, Property Owner. Motion by Robert Roecker to approve as presented. Motion seconded by Theodore Merten. All voted in favor and the motion carried.

Petition 04-2016 to Amend the Text of Title X Town of Polk Zoning Ordinance Section 12.00 FEES AND PENALTIES. Motion by Theodore Merten to approve as presented. Motion seconded by Robert Roecker. All voted in favor and the motion carried.

2016 Pavement Markings (centerline/foglines) contract with Washington County. Chairman Schulteis recommended approval of 10 miles of pavement markings. Motion by Theodore Merten to approve. Motion seconded by Robert Roecker. All voted in favor and the motion carried.

Preliminary list of Highway Department projects to be bid in 2016. Chairman Schulteis shared that many residents have made requests for road repair. Chairman Schulteis has reviewed roads with an Engineer from Washington County Highway Department, representatives from Payne and Dolan, Stark Asphalt, Scott Construction and Fahrner. Scott and Fahrner have not

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returned information to date. Certain for bid are: Meadow Lane, Hillside Road South of Sherman to where Sherman Heights starts, Lovers Lane South of Cedar Creek Road, Peaceful Hills at Highway K, Keeley Drive, Pleasant Valley Road from Hwy Z to the bridge just past Lily Road, Sherman Road to Hwy 41 bridge to Scenic Road. No firm bids to date. Chairman Schulteis shared that in the Newsletter that was just mailed he's written an article reiterating that the Town has approximately 2 million dollars in road work to do and a current budget of \$200,000. Motion by Theodore Merten to approve the bid process. Motion seconded by Robert Rocker. All voted in favor and the motion carried.

Spring overweight limits as needed by Highway Dept. Chairman Schulteis advised that the Highway Department would continue acting as needed for weight limits and conditions. Motion by Robert Roecker to approve. Motion seconded by Theodore Merten. All voted in favor and the motion carried.

Bid to remove trees in right of way (in Cable/phone lines). Motion by Theodore Merten to accept Mueller's Tree Service, LLC. Motion seconded by Robert Roecker. All voted in favor and the motion carried.

Robert Roecker motioned to adjourn. Theodore Merten seconded the motion. All voted in favor and the motion carried. The meeting adjourned at 8:00 pm.

Respectfully submitted,

Diana Degnitz, Clerk