

I. Meeting Called to Order. The meeting was called to order at 7:30PM and the Pledge of Allegiance was recited.

- A. **Official Meeting Notice:** Chairman Schulteis reported that notice was given to the West Bend Daily News, Hartford Times Press, Milwaukee Journal Sentinel, WBKV/WTKM radio station and posted at Cedar Lake Hills Subdivision, Roskopf's RV Center, the Town Hall and the Town website.
- B. **Roll Call.** Present: Chairman Albert Schulteis; Supervisors Robert Roecker and Theodore Merten; Treasurer Tracy Groth. Clerk, Diana Degnitz has excused absence.
- C. **Moment of Silent Prayer.**
- D. **Public Comments.** Polk Resident Katie Martin, 4078 Pleasant Valley Road, addressed the Town Board. Martin expressed frustration that some Town Residents do not have access to high quality, high speed internet service. Some residents do not have access to any internet service at all. Martin has requested that the Town make available to the townspeople, information regarding a survey by the Public Service Commission so the State can get a handle on holes in [internet] coverage in Wisconsin. Tracy Groth commented that the survey information can be included in the Town newsletter.

Natalie Gleif, 3655 Glacier Trail, commented that her family and the other four families in her subdivision cannot access any internet at all. She visited with State Representative Dewy Strobel who suggested researching available government grants to help offset the cost of installing internet service in underserved areas of the Town. Gleif also commented that the new restaurant/tavern, Bibinger's, can't get quality internet except thru Bertram wireless, which is not a high speed service. "The Town needs other options".

E. Approval of Minutes:

July 7, 2016 – Public Hearing

Robert Roecker moved to approve the Minutes as presented. Theodore Merten seconded the motion. All voted in favor and the motion carried.

August 11, 2016 – Town Board Meeting

Robert Roecker moved to approve the Minutes as presented. Theodore Merten seconded the motion. All voted in favor and the motion carried.

August 31, 2016 – Special Town Board Meeting

Robert Roecker moved to approve the Minutes as presented. Theodore Merten seconded the motion. All voted in favor and the motion carried.

F. Sheriff's Department Report: NONE.

G. Chairman's Report: The Town received notice the DOT will hold a public information meeting at Addison Town Hall, tomorrow (September 14, 2016) 5-7PM regarding the replacement and rehabilitation of bridges in the area. Chairman Schulteis will attend.

H. Treasurer's Report. Theodore Merten moved to accept the Treasurer's report as presented and to approve expenditures, checks 8645 to 8682. The motion was seconded by Robert Roecker. All voted in favor and the motion carried.

II. Unfinished Business: Review/Action - NONE

III. New Business: Review/Action.

A. Bartender/Operator Licenses

Christine Rosenbaum and Angela L Mueller- Bibinger's

MINUTES
TOWN BOARD OF THE TOWN OF POLK
3680 STATE HWY 60, SLINGER
WASHINGTON COUNTY, WISCONSIN
TUESDAY, SEPTEMBER 13, 2016, 7:30PM

Brian Klug – Pleasant Valley Pub
Jennifer Horner – Mayfield Mobil

Chairman Schulteis confirmed with Groth that background checks had been completed for the applicants. Robert Roecker moved to approve the bartender licenses as presented. Theodore Merten seconded the motion. All voted in favor and the motion carried.

- B. **Picnic Licenses** -Washington County Humane Society: Oktoberfest Beertasting to be held Saturday October 8, 2016 and Festival of Trees to be held Friday December 2, 2016. There was discussion regarding parking for those events, and that the Humane Society should take steps to convey to their attendees that parking cannot take place in front of the Town Garages. Merten noted that “no parking” in front of garages is a Town ordinance and citations could be issued.
- C. **Part Time Office Assistance Proposal.** Chairman Schulteis recommended that the Town handle the hiring of the temporary assistant the same as we would with Roy [Public Works Department] hiring snow plow drivers. Schulteis recommended hiring Clare Groth since she has worked for the Town in the past, is a Town election worker, and has the ability to work on the Town website. Schulteis mentioned that the Clerk, Diana Degnitz, stated her support to hire Clare. Robert Roecker confirmed with Treasurer Groth that she was supportive of the hire. Groth affirmed her support of the hire. Robert Roecker moved to approve Clare Groth as the temporary part time office assistant. The compensation is \$12 per hour, ten hours per week until the end of the calendar year. Albert Schulteis seconded the motion. Robert Roecker and Albert Schulteis voted aye. Theodore Merten voted nay. The motion carried with a majority vote.
- D. **Salt Shed Bids.** No action. Do not have bids to review. The Town Board will continue to seek bids for this project.
- E. **Asphalt Contracts: Spot Patching.**
Fahrner has provided a bid for asphalt leveling and crack filling for Lilly Road from Cedar Creek to Pleasant Valley. The bid amount is \$ 12332.00. A property on North street changed culverts. The road directly in front of driveway broke up. The repair bid by Gierach’s Grading & Paving Inc. is \$650. Other road construction contracts are coming in under bid. Contractors are using less product than anticipated, and therefore crediting the savings back to the Town. Theodore Merten Moved to accept the bids as attached. All voted in favor and the motion carried.
- F. **Transcendent Technologies:** Software Maintenance Agreement (Tax Receipting and Pet License Software). Groth commented that the software program previously provided through J. Maul has been purchased by Transcendent Technologies. Transcendent will provide the tax receipting software and pet licensing software and support, therefore a contract to provide those services is required. This software is also required to share tax collection data to the County Treasurer. The cost to provide this service is about \$200 per year higher than with the previous provider. Roecker asked if there were competitive products that Town could consider. Groth answered that for now, this program is the Town’s only option. Theodore Merten moved to approve the

Transcendent Technologies Software Maintenance Agreement. Robert Roecker seconded the motion. All voted in favor and the motion carried.

FROM THE PLAN COMMISSION

- G. Site Plan Review of building elevations and erosion control for Double J Transport in accordance with Town of Polk Zoning Ordinance Section 3.07. Property located at CTY HWY P. Part of the NE ¼ of the SE ¼ of Section 24, Town of Polk, Washington County. Tax Key #T9-0762. 12.266 Acres. Zoned B-1 Business District. Jerome Fechter, Business Owner. Mark Hauser, Property Owner.** Robert Roecker moved to approve the site plan as recommend by the Plan Commission. The Applicant must present a landscaping plan to the Plan Commission at a later date. Theodore Merten seconded the motion. All voted in favor and the motion carried.
- H. Conditional Use Permit to install a Ground Mounted Solar Energy System on a parcel in the A-1 General Agricultural District in accordance with Town of Polk Zoning Ordinance Section 4.09. Property located at 4174 Arthur Road, Town of Polk, Section 4, Washington County. Tax Key # T9-0091-00A. 9.38 Acres. Joseph and Kathleen Walters, Property Owners.** Theodore Merten moved to approve the Conditional Use Permit with the conditions recommended by the Plan Commission [attached]. Robert Roecker seconded the motion. All voted in favor and the motion carried.
- I. Certified Survey Map CSM to divide a 2.74 Acre Parcel into (2) R-1 Residential Lots In accordance with Title XI Land Division Ordinance. 4871 Rolling Hills Road, Polk, Washington County, Wisconsin. Section 6. Zoned R-1 Residential District. Tax Key # T9-0311-001. Randy and Peggy Krebs, Property Owners.** Robert Roecker moved to approve the Certified Survey Map as recommended by the Plan Commission. Theodore Merten seconded the motion. All voted in favor and the motion carried.
- J. Conceptual Land Division to create one ten (10) acre lot from a 34.32 acre parcel in the A-1 General Agricultural District in Accordance with the Town of Polk Title XI Land Division Ordinance. 3121 Pleasant Valley Road. Section 12. Town of Polk, Washington County. Tax Key T9-0474. Mark E. and Lynn A. Peters Living Trust, Property Owners.** Theodore Merten moved to support the concept as recommended by the Plan Commission and that the CSM will be submitted to SEWPRC and Washington County for comment. Robert Roecker seconded the motion. All voted in favor and the motion carried.

IV. Adjourn

Robert Roecker moved to adjourn the meeting. Theodore Merten seconded the motion. All voted in favor and the motion carried. The meeting adjourned at 7:58PM.

Respectfully submitted,

Tracy Groth, Treasurer

**EXHIBIT A CONDITIONS-
Walter Ground Mounted Solar Array**

1. Solar Collector Systems shall be constructed, installed, and operated in conformance with all applicable State and local building codes, and in accordance with Sections 66.0401, 66.0403, 700.35, and 700.41 of the *Wisconsin Statutes*.
2. All Exterior Electrical and/or plumbing lines must be buried below the surface of the ground and placed in a conduit.
3. Solar Collector Systems shall be located as indicated with the Conditional Use Application and shall not be Located in utility, drainage, or access easements.
4. The Solar Energy Systems shall be designed, located, and operated in a manner that does not create a public nuisance. Solar collector systems shall be located to ensure that any glare is directed away from adjacent properties and roads.
5. No Adjacent Property Owner(s) shall be required to remove vegetation or structures that may block sunlight to the solar energy system during the initial installation of a system.
6. Abandoned or Unused solar systems shall be removed within 12 months of the cessation of operations at the site. If the solar system is not removed, the system may be removed by the Town and the costs of removal assessed against the property.
7. This Conditional Use Permit is non-transferable and is issued for the exclusive use of the Permittee.