

# **TOWN OF PORT WASHINGTON**

## **OFFICE OF CLERK**

### **MINUTES**

Minutes of the regular meeting of the Town of Port Washington Plan Commission will be held on  
Wednesday, October 14, 2015 at 7:30 p.m. at the Town Hall, 3715 Highland Drive,  
Port Washington, WI.

1. Roll call and Pledge of Allegiance.

Present: Jim Melichar, Mike Didier, Jim Rychtik, Randy Noll, Dale Noll, Rick Fellenz,  
Chuck Baranek, and Cheryl Karrels- Clerk

Absent: Dave Murphy and Steve Cain, Town Lawyer

Residents present:

A quorum of the Town Board is present

Melichar states let the record show that the agenda was posted timely and correctly.

2. Approval of previous months Plan Commission minutes.  
September meeting minutes need to be corrected, states Randy Noll was here and also absent. He was absent. Minutes corrected. R Noll states the agenda shows that the Second Consideration of draft ordinance for restriction on placement of sex-offenders in the town but the September meeting minutes state to table it for October, the agenda for October should read First Consideration.

**Motion to approve the amended minutes, made by Randy Noll, seconded by Didier. Motion carried.**

3. Public Comments. Jennifer Schlenvogt brought up a concern about the posting of meeting minutes on the town website. Karrels stated she did send them to the county to post on the website and received confirmation by email that they were posted. J Schlenvogt also voiced concern about the town books being audited. Melichar stated the computers were down and an audit did not take place.
4. Old Business. None
5. Town Chairman's report. Dale Noll brought up water issue on Highland he can't see anything that would cause the water retaining. Rychtik stated he talked to resident as well and he thinks its coming across the bike path, culvert must be plugged. Melichar says he will talk to park & rec department and ask them to maintain it.
6. Town Zoning Administrator report. The county is not going to go after Boyles holding tank. They are not going to peruse the holding tank issues. They are considering it sound. Fire signs are laying in ditch on highland drive, Fellenz asks if the town is responsible for putting

them back up. Rychtik states the town is responsible. Melichar states he will get someone to take care of this.

7. Town Planning and Engineering report. Cramer states she will not be at November meeting due to conflict on her calendar.
8. First consideration of sign permit for Memories Ballroom. Cramer states Application was submitted with site map and in her review it complies with all the signing ordinances. Cramer suggests we approve the sign. Jenny Schlenvogt is concerned about the light flashing and shining into her home at night. R Roebuck owner of Memories states it dims at night and he is not putting up a flashing sign, the sign has many features but will not be flashing. R Roebuck is using this as a marketing tool. States that his customers can't always find his place and a well lit sign will be will be pretty far south of the corner and worried that his customers could drive into the ditch. Roebuck states he would like the sign to be further out onto LL. Didier states existing sign is on county land, and the new sign will be on county land and Didier suggest he runs it by the county. R Noll asks who told you to move it further south. Melichar asks if anyone has a problem with it once they get permission from the county. Cramer states if county denies the permission then we will need to revise the map. Cramer states they need to resolve the issue with placement. Melichar states we will do a Second consideration to be put on the November agenda.
9. First consideration of draft ordinance for restrictions on placement of sex-offenders in the Town.  
Cramer stated City of Port Washington just passed an ordinance that sex offenders can't sleep in a safety zone. Cramer received an email with exceptions and needed to revise the first draft. Didier read the revised section of the ordinance. Melichar motion to table this next month since it was put on agenda incorrectly.

**Motion to table next month, made by Dale Noll, seconded by Rychtik. Motion carried.**

10. Town of Fredonia consideration of an Ordinance Enforcement Officer.  
Didier read nuisance ordinance. Fellenz states he needs to look up ordinance. Didier suggests we send Fredonia a copy of the ordinance.

11. Adjournment.

**Motion to adjourn, made by Randy Noll, seconded by Dale Noll. Motion carried.**  
Meeting adjourned at 8:28 pm.

Cheryl A. Karrels  
Town Clerk/ Plan Commission Secretary