

TOWN OF OCONOMOWOC

BOARD OF SUPERVISORS

May 19, 2008

Call to Order/Pledge of Allegiance:

Chairman Hultquist called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. Present were Chairman Hultquist, Supervisors John Roelandts, Janis Husak, Brian Wiemer, and John Koepke. Also present were Town Attorney William Chapman, Police Chief James Wallis, Highway Superintendent Owen Salzman, Administrator/Planner Jeff Herrmann, and Clerk/Treasurer Terry Leaman.

There were 15 people in attendance.

Approve Minutes: May 5, 2008 Board of Supervisors Meeting

Supervisor Roelandts made a motion to approve the minutes of the May 5, 2008 Board of Supervisor's Meeting. Supervisor Husak seconded the motion. The motion carried unanimously.

Correspondence

Two letters were included in the Board members packets for their review:

- 1) Letter from Bob Snyder regarding his request for a change in zoning.
- 2) Flyer advertising the Clean Water meeting to be held in Manitowoc on July 24th and 25th, 2008.

Comments from the Floor on Agenda items or any other items: None

OLD BUSINESS

1. Discussion on Resolution Establishing Financial Policy for the Town of Oconomowoc.

Attorney Chapman mentioned that the changes in the Financial policy for the Town are to comply with changes made by the State.

There were no changes to Exhibits A, B, C, D, E, and F.

Exhibit G was changed to reflect the following:

- a. If the estimated price of an item is under \$1,000.00 and is budgeted, the department head may make the purchase, with appropriate purchase orders to be filed with the Clerk/Treasurer, to be reviewed by the Town Board.
- b. For purchases over \$1,000.00 and under \$5,000.00 the requestor must have solicited at least three proposals or quotes. Whenever it is in the best interests of the Town, the purchase shall be made from the low bidder and must be approved by the Town Board.

- c. For purchases over \$5,000.00 the requestor must solicit as many quotes as possible, but not less than three. The purchase shall be made from the lowest bidder whenever it is in the best interests of the Town.
- d. All public contracts as defined in 60.47 (1)(a), Wis. Stats., the estimated cost of which will not exceed \$5,000.00 shall be let to the lowest responsible contractor. Town Board approval is required.
- e. All public contracts as defined in 60.47(1)(a), Wis. Stats., the estimated cost of which will exceed \$5,000.00 but is not greater than \$25,000.00 shall be let to the lowest responsible bidder; provided, however, that there shall be a Class 1 notice under Chapter 985, Wis. Stats., of the proposed construction before execution of the public contract.
- f. All public contracts as defined in 60.47(1)(a), Wis. Stats., the estimated cost which exceeds \$25,000.00, shall be let to the lowest responsible bidder pursuant to 60.47(3), Wis. Stats. The bidding process shall be as specified in 66.29, Wis. Stats.

Supervisor Roelandts mentioned that the lowest bidder may not be the most responsible. Attorney Chapman indicated that the Board has discretion in its decisions.

NEW BUSINESS

1. Consider and Act on Land Use Map (SMART Growth).

The petitioner was not in attendance and requested postponement to a future meeting. Resident Rob Peebles suggested the Board have a handout showing the completed map at the meeting in order to understand the overall planning.

2. Discussion on proposal from Mead & Hunt for Mill Street Bridge/Dam.

The proposal was not received from Mead & Hunt. Administrator Herrmann will contact them to urge them to complete the proposal by the next meeting. Mead & Hunt are providing this cost estimate free of charge. Supervisor Koepke was concerned that the 6/15/08 deadline with the DNR is fast approaching and the Roth's need some decisions. Supervisor Roelandts wanted to know where the Town stands in setting a meeting to make a decision on the Bridge/Dam.

Administration Herrmann mentioned that the bridge can be replaced but a decision needed to be made whether to replace or remove the dam.

Resident Bill Peebles is a member of the Wisconsin Waterfowl Association. His organization restores wetlands in Wisconsin. There is a chance that the bridge/dam might qualify for Federal grant funds from the Fish & Wildlife Service. Removal of the dam may be harmful to adjacent wetlands.

Chairman Hultquist encouraged Mr. Peebles to make the contacts to see if this project is eligible for Federal Grants.

3. Consider and Act on Fireworks permit from Five Star Fireworks – 7/5/08 – Okauchee Lake Island, 5253 Lacy Lane, Okauchee.

Supervisor Husak made a motion to approve the fireworks permit as presented. Supervisor Koepke seconded the motion. The motion carried unanimously.

4. Consider and Act on Fireworks Permit from Five Star Fireworks – 6/21/2008 – Misty Meadows Common Area, Oconomowoc.

Supervisor Husak made a motion to approve the Fireworks Permit as presented. Supervisor Wiemer seconded the motion. The motion carried unanimously.

5. Consider and Act on Fireworks Permit for the Wedding of Jaime Bauer and Cory LeFever at Weissgerber's Golden Mast – October 18, 2008 by Bartolotta Fireworks.

Supervisor Roelandts made a motion to approve the Fireworks Permit as presented. The motion was seconded by Supervisor Husak. The motion is subject to the receipt of an insurance certificate from the fireworks provider. The motion carried unanimously.

6. Discussion on Ordinance Amendment Relating to Order of Business of Town Board Meetings.

Attorney Chapman led the discussion on this Ordinance. The typical Town Board Agenda would not change except in the area of item 6: Consent Agenda. Items in this area would be those that not high in importance. All items in this category can be handled with one motion. If a Supervisor would want to have one of the items dealt with separately it can be moved from the Consent Agenda to the regular agenda without having to wait for a future meeting. The whole purpose of the change is to save time at the meeting.

Supervisor comments on this Ordinance should be forwarded to Chairman Hultquist or Administrator Herrmann.

7. Consider and Act on Request to Reduce the established Road Right of Way on Almar Drive from 66 feet to 60 feet.

There are five property owners on Almar Drive making this request. Administrator Herrmann suggested doing all the roads in Sunnyfield Acres Subdivision if we are going to consider just one. Police Chief Wallis and Highway Superintendent Salzman are satisfied with the request. Supervisor Wiemer made a motion to direct Attorney Chapman to draft a Resolution regarding the request. Supervisor Roelandts seconded the motion. The motion carried unanimously.

8. Discussion on North Lake Road Maintenance.

Administrator Herrmann mentioned that this discussion is centered on a grassy median between the frontage road and North Lake Rd. Who should be maintaining this grass is the issue, the Town or the neighbors? The Highway Department said they would send out the highway mower to cut several times a month. Administrator Herrmann encouraged the Board members to go out and take a look so that they could discuss how and who should maintain it.

Chairman Hultquist mentioned that the swale in the median is steeper than it was previously and that there will be a need to trim or use a hand mower around the guardrail.

Highway Superintendent Salzman mentioned it would take about 4 hours of cutting time whenever he sends someone out there.

Paul Pillard – W379N5812 N. Lake Rd – mentioned that the grassy area is very nice. He feels just using the highway mower will not do as nice a job as using a smaller mower.

Tom Gukich – W379N5857 Meadowview Rd – mentioned that the swale is too steep a grade for a lawn tractor.

This topic will be placed on the next Board Agenda.

9. Consider and Act on Date for Workshop on Municipal Boundary Agreements.

Administrator Herrmann indicated that the Board needs to meet outside of a normal Board meeting in order to discuss the various versions of the boundary agreements from other municipalities. The Board decided to meet at 5:00 p.m. on June 4, 2008 prior to the Road J meeting to discuss this topic.

10. Discussion on Mapleton Community Center Project.

The finish rubberized surface was installed on Saturday May 17, 2008. Administrator Herrmann has requested an extension for the grant money. The Board now needs to decide what to do next – picnic tables, windows, pavilion.

Chairman Hultquist suggested the Board meet at the Mapleton Community Center to review what has been done and to see what might be next.

11. Chairman Hultquist: Nothing

12. Supervisor Reports

a. **John Koepke:** Supervisor Koepke mentioned that he had been receiving a lot of calls lately regarding the dam. He has received a fax regarding the possibility of placing a turbine at the dam. He passed on the information to the Chairman.

b. **Brian Wiemer:** Nothing

c. **Janis Husak:** Supervisor Husak received a call from a resident regarding two properties on Cottonwood Ct.

1) Dumpster has been in the yard a long time and the grass is taller.

2) Resident has a large garage type building made for his construction equipment and the equipment has not been put inside the building. They also have a dumpster that has been there a long time. Administrator Herrmann indicated he would check out the two properties.

d. **John Roelandts:** Nothing

13. Attorney Chapman: Nothing

14. Highway Superintendent Salzman: Nothing

15. Police Chief Wallis

a. Discussion on Slow No Wake Buoys for Whittaker Bay – Okauchee Lake.

Chief Wallis handed out aerial photographs of the Whittaker Bay area. The width of the entrance to the bay from the big lake is only 455 feet. The width varies as you go into the bay. With the addition of piers on the west side of the bay the bay will become more congested. It is a safety issue. Attorney Chapman will review the current Ordinance to see if the addition of this buoy is covered. Otherwise the Town will need DNR approval for the buoy.

Supervisor Roelandts suggested having two buoys instead of one. The second would be placed further into the bay so it would be easier for boaters to know that it is Slow No Wake.

16. **Administrator/Planner Herrmann:** Nothing

17. **Clerk/Treasurer**

a. **Approve Operator's Licenses per List**

Supervisor Husak made a motion to approve the Operator's Licenses per the list subject to the Chief's approval. Supervisor Wiemer seconded the motion. The motion carried unanimously.

18. **Approve Vouchers and Checks**

Supervisor Wiemer made a motion to approve the vouchers and checks pending the review of Administrator Herrmann. Supervisor Koepke seconded the motion. The motion carried unanimously.

Closed Session

The Board will enter, by roll call vote, into Closed Session, pursuant to State Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and pursuant to State Statute 19.82 to engage in Union negotiations.

Supervisor Husak made a motion to adjourn to closed session. The motion was seconded by Supervisor Roelandts.

Supervisor Koepke: Yes Supervisor Wiemer: Yes Chairman Hultquist: Yes
Supervisor Husak: Yes Supervisor Roelandts: Yes

19. **Adjourn**

The Board reconvened following the closed session. Supervisor Roelandts made a motion to adjourn the meeting. Supervisor Husak seconded the motion. The motion carried unanimously. The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Terry A. Leaman
Clerk/Treasurer