

TOWN OF OCONOMOWOC

**APPROVED**

BOARD OF SUPERVISORS MEETING

Monday November 3, 2008

**Call to Order/Pledge of Allegiance**

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

There were 3 residents in attendance.

**Approve Minutes: October 20, 2008 Town Board meeting.**

A motion was made by Supervisor Wiemer and seconded by Supervisor Husak to approve the minutes of the October 20, 2008 Town Board Meeting as presented. The motion carried unanimously.

**Correspondence:** None

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

**CONSENT AGENDA:**

- 1. Consider and Act on Hallen Drainage Easement.**
- 2. Consider and Act on Decker Drainage Easement.**

A motion was made by Supervisor Koepke and seconded by Supervisor Wiemer to accept the consent agenda as presented. The motion carried unanimously.

**OLD BUSINESS:**

- 1. Consider and Act on Audit proposals for 2008.**

A decision on this topic was postponed to the next meeting so that Supervisor Roelandts could be available for the discussion.

- 2. Consider and Act on pay request from Payne & Dolan – Road J Reconstruction.**

The work on Road J will be guaranteed by Payne and Dolan for one year.

Supervisor Husak mentioned that Supervisor Roelandts drove Road J and he felt the road was in good shape.

A motion was made by Supervisor Husak and seconded by Supervisor Wiemer to approve the payment to Payne & Dolan.

Supervisor Koepke questioned the bigger underlying concerns of the residents.

Mark Mickelson of Yaggy Colby indicated that the road was undercut and stabilized as much as was able to be done. The whole road was not completely under cut. He felt the road was in good shape for paving otherwise he would not have gone ahead.

Attorney Chapman questioned how far was the road undercut near the gas lines? Mr. Mickelson responded that the depth of the undercut varied throughout the road. Typically it was between 12 and 24 inches.

He indicated that there is approximately 2 feet of stone for the road bed except for the gas line areas.

Supervisor Koepke indicated that there was no official "proof roll". Mark mentioned that on a new road a proof roll is usually done after the gravel is complete. When a road is reconstructed it is usually different. In this situation there was constant trucking of stone during the undercutting. He doesn't feel that there will be a problem with the gas lines.

#### **NEW BUSINESS:**

##### **1. Consider and Act on Extension of CSM approval for Fred Manske.**

Administrator Herrmann indicated that Fred has issues with his lender signing the CSM. He would like an extension for 120 days.

A motion was made by Supervisor Husak and seconded by Supervisor Koepke to approve the extension of the CSM for Fred Manske for 120 days. The motion carried unanimously.

##### **2. Consider and Act on Wisconsin Building Inspections, LLP proposal for 2009.**

Administrator Herrmann indicated several changes:

- The minimum permit charge would be \$50.00 raised from \$35.00.
- New construction fees would go from \$.15 sq. foot to \$.20 sq. foot.

A motion was made by Supervisor Husak and seconded by Supervisor Koepke to approve the contract changes for Wisconsin Building Inspections for 2009. The motion carried unanimously.

Supervisor Koepke commented that he has received some very positive comments regarding Mike Sindorf.

##### **3. Consider and Act on Resolution for 2009 Budget for Lake Country Municipal Court.**

A motion was made by Supervisor Husak and seconded by Supervisor Wiemer to adopt the Resolution for the 2009 budget for Lake Country Municipal Court as presented. The motion carried unanimously.

**4. Consider and Act on Town of Oconomowoc hosting Workshop regarding Tools to Protect Vacant Lands.**

Administrator Herrmann mentioned that there would be no cost to the Town to host this workshop. All cost would be paid by Tall Pines Conservancy. They would provide any food and beverages. A motion was made by Supervisor Husak and seconded by Supervisor Wiemer to approve the Town hosting a workshop regarding tools to protect vacant lands. Supervisor Koepke suggested that the motion be amended to read “protect working lands.” The amendment was approved. The motion carried unanimously.

**5. Consider and Act on obtaining Credit Cards for Town Police and Highway Departments.**

Chief Wallis indicated that the credit card would be used when hotels do not take a purchase order or when they get a better cost on supplies.

Supervisor Koepke suggested one card per supervisor, the Police Chief and the Highway Superintendent.

Supervisor Husak mentioned that she talked with Supervisor Roelandts and he felt that there was not a big need for a credit card. She felt that the cards should be controlled and kept in the clerk’s office. The Town needs to make sure the payments are timely and if there are any questions on the bill that they are handled promptly.

A motion was made by Supervisor Husak and seconded by Supervisor Koepke to instruct Chief Wallis to look into the situation further with the Town’s Bank and recommend a policy. The motion carried unanimously.

**6. Chairman Hultquist: Nothing**

**7. Supervisor Reports:**

- a. **John Koepke:** 1) Supervisor Koepke thanked the Town for sending him on the working lands tour. He’d like to set up a joint meeting with the Town Board and the Planning Commission to present findings from the trip.  
2) The Ashippun Fire Department has completed their contract for 2009. They indicated that they enjoy working with the Town of Oconomowoc Police Department.

- b. **Brian Wiemer:** Nothing
- c. **Janis Husak:** Nothing
- d. **John Roelandts:** Absent and excused

**8. Attorney Chapman: Nothing**

**9. Highway Superintendent Salzman: Absent and excused**

**10. Police Chief Wallis: Nothing**

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

**12. Clerk/Treasurer**

**a. Approve Operator’s licenses per list**

A motion was made by Supervisor Husak and seconded by Supervisor Wiemer to approve the Operator’s Licenses per the list. The motion carried unanimously.

**13. Approve Vouchers and Checks**

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

**14. Adjourn**

A motion was made by Supervisor Husak and seconded by Supervisor Koepke to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 6:27 p.m.

Respectfully submitted,

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Terry A. Leaman  
Clerk/Treasurer