

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS
MEETING MINUTES
May 6, 2013**

Chairman Robert C. Hultquist called the meeting to order at 6:00 PM. Supervisors present included John Koepke, Brian Wiemer, Jan Husak, and John Roelandts. Also in attendance were Attorney Bill Chapman, Administrator/Planner Jeff Herrmann, Public Works Superintendent Owen Salzman, Police Chief Jim Wallis, and Clerk/Treasurer Jo Ann Lesser. For additional attendees please see attached sign-in sheet.

Those present stood to recite the Pledge of Allegiance.

Approve Minutes from April 15, 2013 Town Board Meeting: Supervisor Koepke made a motion to approve the April 15, 2013 meeting minutes as presented. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

Correspondence: Clerk/Treasurer Lesser read a letter received from Stephanie Foss regarding the procedure for obtaining a recycle center sticker. Chairman Hultquist asked Clerk/Treasurer Lesser to respond to Ms. Foss in writing.

Comments from the Floor on Agenda items or any other items: Tommie Coppinger of N52W35147 W. Lake Drive stated that she would like more information on the West Lake Drive reconstruction project, and suggested that a crosswalk for pedestrians be a part of the project and that a right turn only out of the Foolery's parking lot be installed.

Pete Heinrich of N83W37888 Division Street was requesting an update on the Mill Pond, residents are inquiring about what decisions have been made. Mr. Heinrich feels that it would be in the Town's best interest to clean up the area. Questioned if the controlled burn was going to happen and questioned about the excess funds of the loan for the Mill Street Bridge/dam project can be used for items other than that specific project. Administrator/Planner Herrmann stated that he would be giving an update later in the meeting and that the excess funds issue has to be looked into; it depends on the wording of the bond issue.

OLD BUSINESS:

1. **Discussion on adoption of a property maintenance code:** Administrator/Planner stated that a few meetings past the property maintenance code was handed out to each board member, questioned if everyone had a chance to review it and if they had any comments or suggestions. The sample was taken from the Town of Merton. As it stand right now, the County gets the complaint and they send out letters to the violator's giving 30 days notice to act or they get cited. This can be for debris, junk, and junk vehicles. Supervisor Roelandts questioned why have the code when there are ordinances that already cover junk vehicles and weeds. His comment was why bother until there is a problem. Attorney Chapman stated that the code would also cover maintenance of buildings. Chairman Hultquist stated that the town could wait for the zoning code to possibly be approved soon and that will take care of these issues, Chairman Hultquist also stated that the zoning code is in Madison right now. No decision was made at this time.
2. **Consider and Act on Installation of Town Wide Address Signs and Payment for said Signs:** Administrator/Planner Herrmann stated that this issue has been before the board several times. Herrmann stated that he has contact other companies and received no response.

A representative from Lange Enterprises was present and explained that the Town of Merton is currently going through the process of placing address signs in the town, and working with Lange Enterprises. Ashippun Fire District used Lange when that program was initiated, and they used two different sizes of the blue with white lettering. Supervisor Roelandts questioned the size of the sign with the length of the town addresses. The Lange representative stated that he can bring back a sample of the two sizes for reference. This item was postponed to a future meeting.

3. **Consider and Act on Contract with Lange Enterprises, Inc. to create and install address signs in the Town of Oconomowoc:** This item was postponed to a future meeting.

4. **Discussion on Town Wide Solid Waste (Garbage) Collection Service:**

Administrator/Planner Herrmann stated that he had Clerk/Treasurer Lesser contact neighboring municipalities to see what they offer for services and the cost as well as what service they get from the waste hauler. A document was provided to the board indicating the municipality, what the fee is for each property, if it is a special charge on the property tax bill or included in the municipal levy and if the service is at the curb or up the driveway. It was noted that when the representative from Veolia was present at a previous meeting, the board asked for more information especially on prices. James Navin stated that he pays \$300 per year for his service with Veolia.

Administrator/Planner Herrmann stated that he will get more confirmed figures.

NEW BUSINESS:

1. **Consider and Act on the Following Plan Commission Appointment/Confirmations:**

- a. **Janis Husak-1 year**
- b. **Terry Largent-3 years**
- c. **Cathie Balthazor-3 years**

Chairman Hultquist stated that he was making appointments to the Plan Commission, those being for a one year service was Janis Husak and a three year appointment for Terry Largent and Cathie Balthazor. Supervisor Wiemer made a motion to confirm the appointments of Janis Husak, Terry Largent and Cathie Balthazor to the Plan Commission. Supervisor Koepke seconded the motion. Supervisors in favor of the motion were John Koepke, Brian Wiemer and Chairman Hultquist, those against the motion was John Roelandts. Supervisor Janis Husak abstained from the vote. Motion carried 3-1-1.

2. **Consider and Act on the following 1-year Appointment/Confirmations:**

- a. **Supervisor John Koepke to Ashippun Lake Management District, Ashippun, Oconomowoc, & Stone Bank Fire Departments.**
- b. **Chairman Hultquist to Okauchee Fire Department.**
- c. **Supervisor Brian Wiemer to Lac La Belle Lake Management District.**
- d. **Supervisor Jan Husak to Okauchee Lake Management District.**
- e. **G. William Chapman of Herro, Chapman & Herro as Town Attorney.**
- f. **James Wallis as Chief of Police.**
- g. **Owen Salzman as Superintendent of Highways.**
- h. **Wisconsin Building Inspections as Building Inspector.**
- i. **James Wallis as Emergency Government Director.**
- j. **Terry Largent as Weed Commissioner.**

Chairman Hultquist stated that he was making additional appointments and read them off. Supervisor Husak made a motion to confirm the appointments made by Chairman Hultquist; Supervisor Koepke to the Ashippun Lake Management District, Ashippun, Oconomowoc and Stone Bank Fire Departments; Chairman Hultquist to the Okauchee Fire Department; Supervisor Wiemer to the Lac La Belle Lake Management District; Supervisor Husak to the Okauchee Lake Management District; G. William Chapman as Town Attorney; James Wallis and Police Chief; Owen Salzman as Superintendent of

Highways; Wisconsin Building Inspection as Building Inspector; and Terry Largent as Weed Commissioner. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

- 3. Consider and Act on a 1-Year Appointment for Jo Ann Lesser as Clerk/Treasurer:**
Supervisor Husak made a motion to approve appointing Jo Ann Lesser as Clerk/Treasurer for a term of one year. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
- 4. Consider and Act on providing financial support for DNR Stream Restoration grant with the Village of Lac La Belle:** Administrator/Planner Herrmann stated that Mark Mickelson is working on a restoration project for the Village of Lac La Belle. Mark Mickelson handed out documentation on the project. George Stumpf Administrator for the Village stated that he is requesting the town, city, village pick up a piece of the project and the lake management district to pick up two pieces of the cost because this project affects each jurisdiction. A grant is being applied for and time is of the essence. Chairman Hultquist stated that this is a lake saving endeavor and it is important to the town. Supervisor Roelandts made a motion to approve the town's participation in the stream restoration project not to exceed \$50,000. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
- 5. Consider and Act on Implementing Electronic Meeting Packets:**
Administrator/Planner Herrmann stated that in the meeting packet there is some information about iPads, cost, apps etc. There is also some information that was provided by the clerk's office in regards to costs for copying and assembling meeting packets. There is more information to be obtained before a decision is made and would like board approval to move forward with this project. Supervisor Roelandts made a motion to approve the clerk's office and the administrator to work on gathering information, submitting policy procedures for review by the board that would enable the town to work towards going paperless with the meeting packets as well as the plan commission. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
- 6. Chairman Hultquist:** Nothing
- 7. Supervisor Reports**
 - a. John Koepke:** Nothing
 - b. Brian Wiemer:** Nothing
 - c. Janis Husak:** Nothing
 - d. John Roelandts:** Nothing
- 8. Attorney Chapman:** Nothing
- 9. Public Works Superintendent Salzman:** Nothing
- 10. Chief Wallis:** Nothing
- 11. Administrator/Planner Herrmann**
 - a. Update on Monterey Dam/Mill Street Bridge:** Deonne Eske of the Ashippun Fire Department stated that they are not large enough to accomplish the controlled burn of the mill pond by themselves and has been turned down by the City but will be talking with Stone Bank. Chief Eske stated that if they can get another department to work with them they will be willing to do the burn, but if they can't get the help, then the Ashippun Fire Department will not be able to commence with the burn, they just aren't large enough. The project is at the point of filling the mill pond, the town was able to obtain a 30 day extension to get this burn completed, as long as fish spawning has not started. The project is on schedule.
- 12. Clerk/Treasurer Lesser:** Nothing

- 13. Approve Vouchers and Checks:** Supervisor Wiemer made a motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
- 14. Adjourn:** Supervisor Roelandts made a motion to adjourn at 7:05 pm. Seconded by Supervisor Wiemer. Motion carried by unanimous voice vote.

Respectfully submitted,

Jo Ann Lesser, WCMC
Clerk/Treasurer