

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES**

September 4, 2015

Chairman Robert Hultquist called the meeting to order at 8:08 a.m. Supervisors present included John Koepke, John Roelandts and Terry Largent. Supervisor Rosie Rutkowski had an excused absence. Also in attendance were Administrator/Planner Jeffrey Herrmann, Highway Superintendent Sam Salzman, and Deputy Clerk/Treasurer Vickie Schlieve.

Those present stood to recite the Pledge of Allegiance.

Correspondence. – None

Comments from the Floor on Agenda items or any other items. - None

- 1. Consider and Act on Special Event Application for St. Catherine's Family Day in the Park on September 12 and 13 from 8:00 a.m. to 8:00 p.m. at Okauchee Lions Park.** – Supervisor Roelandts made the motion and Supervisor Koepke seconded the motion to approve the Special Event Application for St. Catherine's Family Day. Motion carried by unanimous voice vote.
- 2. Consider and Act on Resolution 2015-22 for the NR 208 Compliance Maintenance Report** – Administrator Herrmann explained the requirement to submit this report to the Department of Natural Resources. Supervisor Koepke made the motion and Supervisor Largent seconded the motion to approve Resolution 2015-22. Motion carried by unanimous voice vote.
- 3. Consider and Act on new operator licenses for Tyler, Mesko, Madeline Raasch, Sarah Palmer, and Michael Sommers.** – Supervisor Roelandts made the motion and Supervisor Koepke seconded the motion to approve the entire new operator licenses presented. All have been approved by the Town of Oconomowoc Police Department. Motion carried by unanimous voice vote.
- 4. Consider and Act on pay estimate #1 for Western Contractors, Inc. in the amount of \$186,554.66.** – Supervisor Koepke made the motion and Supervisor Largent seconded the motion to approve to pay Western Contractors, Inc. \$186,554.66. Administrator Herrmann, Superintendent Salzman, and Engineer Craig Donze explained the progress of the West Lake Drive road project. Motion carried by unanimous voice vote.
- 5. Consider and Act on change order from Western Contractors for the West Lake Drive project** – Supervisor Koepke made the motion and Supervisor Roelandts seconded the motion to approve the change order from Western Contractors. Craig Donze explained the items to be added to the project, which total \$9,403.50. Motion carried by unanimous voice vote.

6. **Consider and Act on payment to One Source Consulting in the amount of \$20,460.00 for the West Lake Drive project** – Supervisor Roelandts made the motion and Supervisor Largent seconded the motion to approve payment to One Source Consulting in the amount of \$20,460.00. Motion carried by unanimous voice vote.
7. **Discussion on clerk's office clothing attire** – It was discussed that the clerk's office would like to have "casual Friday" attire with nice jeans being acceptable. This will be approved at a future meeting.
8. **Consider and Act on Office Copying Equipment lease for the copy machine for the next three years.** – Supervisor Koepke made the motion and Supervisor Roelandts seconded the motion to approve the Office Copying Equipment lease for the next three years. Motion carried by unanimous voice vote.
9. **Consider and Act on contract agreement with Engineered Buildings, Inc. for the construction of salt shed** – Supervisor Roelandts made the motion to approve the contract agreement with Engineered Buildings, Inc. for construction of salt shed with the exception of Section 13.4, which will be amended by the town's attorney with clearer language and will meet the Administrator's approval. Motion seconded by Supervisor Largent. Motion carried by unanimous voice vote.
10. **Discussion regarding proposed 2016 budget** – Administrator Herrmann discussed some preliminary figures for the upcoming budget. Supervisor Roelandts asked if borrowing funds could affect the town's bond rating. If it was decided to borrow, would it be from a bank or through bonding. Bank rates would be sought. Ayers and Associates would be asked to attend future budget discussions. Fire district representatives should meet with the town board to discuss services and funding.
11. **Adjourn.** – Supervisor Roelandts made the motion to adjourn at 9:29 a.m. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Vickie Schlieve
Deputy Clerk/Treasurer