

## **OTTAWA TOWN BOARD**

### **Meeting Minutes April 10, 2023**

The meeting of the Ottawa Town Board was called to order by Chairman Rupp.

Roll call attendance was taken and Town Supervisors Graham, Jones, Smukowski and Wiedenman were present.

Chairman Rupp began by congratulating Supervisors Smukowski and Wiedenman on their re-election to office.

Supervisor Graham made a motion to accept the Treasurer's monthly financial activity report as presented. His motion was seconded by Supervisor Smukowski and carried.

Supervisor Wiedenman made a motion to accept the Building Inspector's monthly activity report as presented. His motion was seconded by Supervisor Smukowski and carried.

Chairman Rupp informed the board that she will be scheduling a walk-through of Hunters Lake Road. She also shared the date of the Pre-construction meeting for the 2023 road project will be on April 20, 2023 at 10:00 a.m. Supervisor Graham made a motion to accept the Engineer's status report. The motion was seconded by Supervisor Jones and carried.

There was no public comment.

Town Accountant, Howard Jeanson, presented his 2022 audited financial statement. He made some recommendations regarding collateralizing funds that are in the bank during property tax collection time. Supervisor Jones volunteered to investigate that with our bank. Supervisor Jones made a motion to accept the draft audit as presented. The motion was seconded by Supervisor Graham and carried.

Jeff Pease, representing Lad Lake, presented their annual report. He went over some of the changes in age ranges, population and success rates. Mr. Pease shared that they will again be having their Kettle Classic event on June 17, 2023. Supervisor Graham made a motion to accept the annual report as presented. The motion was seconded by Supervisor Smukowski and carried.

Mark and Anne Bretl presented their request for a portable slalom course and ski jump on Pretty Lake, with the standard conditions from previous years. Supervisor Smukowski made a motion to approve the request for the portable slalom course and ski jump with the conditions listed. Supervisor Jones seconded the motion and it carried.

Chairman Rupp gave an update on her driving all the roads with Crackfilling, inc. She stated information on roads that may need chip seal next year: Laak Lane, Meadow Drive, Carriage, Bowe Court, Manor House, Stillmeadows Ct., Tall grass. The culvert on Carriage is also questionable. The board is encouraged to drive out to view those roads.

Discussion was had regarding brushing work in the Town. Chairman Rupp drives all the roads annually to mark areas of concern. The board is encouraged to drive out to view the marked areas when that information is provided. Supervisor Jones gave more information on possibly renting a brusher for a month next year. The base cost of rental is \$12,500 for the month. Discussion was had regarding additional equipment insurance, umbrella policy, cost of supplies/replacement blades and payroll estimates. Supervisor Graham asked the clerk to compile a list of the cost of brushing over the last 6 years to compare costs. Supervisor Jones made a motion to table this item to the May Town Board meeting to present more information. The motion was seconded by Supervisor Graham and carried.

Discussion was had regarding the purchase of Town Hall doors and windows. Three companies provided quotes. Supervisor Jones made a motion to approve the quote of \$18,500 from Hometown Glass& Improvements, inc. to install the front entrance doors and assists. The motion was seconded by Supervisor Smukowski and carried.

The board had questions regarding the quotes for the windows and east doors. They would like information on pricing for single hung windows, brand name windows and more details on the warranty coverage. Supervisor Jones made a motion to table this item and schedule a meeting on April 18<sup>th</sup>, 2023 after the Annual Meeting to review information from Hometown regarding pricing for single hung windows, brand name windows and warranty coverage. The motion was seconded by Supervisor Smukowski and carried.

Discussion was had regarding the two doors on the East side of the building. Thoughts were shared regarding getting cheaper doors at Menards, or just patching and repairing the current doors. Supervisor Jones made a motion to table this item to the April 18<sup>th</sup> meeting to review information on repairing or replacing. The motion was seconded by Supervisor Smukowski and carried unanimously.

Chairman Rupp gave an update on the fire board members. Bill Reimenschneider is ready to retire his position. Chairman Rupp will reach out to the Fire Chief to see how many fire board members are required from Ottawa. Supervisor Graham made a motion to table this item to the May Board meeting to hear back from the Chief on requiring 1 or 2 fire board members. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Wiedenman gave an update on School Section Lake and they will be having another meeting on April 12, 2023. Supervisor Jones gave an update on the Pretty Lake pavilion area and some discussions on the capacity size are still ongoing.

Supervisor Jones gave an update on the park. He shared that it is open. He also discussed the possibility of having an initial conversation with a pickle ball league and courts in the future. Chairman Rupp asked if the Park parking lots were in need of any crack filling? Supervisor Jones asked the park manager, Mike Kilsdonk, and replied yes.

Supervisor Jones went over the draft of the updated park rules and facility agreement form to allow alcohol. After some discussion and changes/additions to the draft, Supervisor Wiedenman

made a motion to accept the updated Park Rules and Facility Use Agreement with the changes made. Supervisor Graham seconded the motion and it carried.

Supervisor Graham made a motion to approve the minutes of the March 13, 2023 meeting. The motion was seconded by Supervisor Jones and carried.

Chairman Rupp shared correspondence from Mukwonago schools, OASC, Dousman area Chamber of Commerce event invitation and a flyer from Struck & Irwin paving. Supervisor Wiedenman shared that Gramling homestead subdivision is having a community cleanup day on May 20, 2023. Norm Hausser shared that the backhoe is getting repaired. He also shared that there are some larger roadside sod issues from plowing that he and Mike Kilsdonk are working on. Chairman Rupp gave handouts regarding Robert's Rules and shared the Town Officers Handbook and asked if the board members had one? She also recommended the WTA magazine as well as the WTA website for the board to review open meeting protocols and information.

Supervisor Graham made a motion to pay bills as listed, in addition to payroll and associated withholding payments for L Geyman, M Barnhart, cardmember services and WE energies. His motion was seconded by Supervisor Jones and carried.

A motion was made by Supervisor Graham and seconded by Smukowski to adjourn. Motion carried unanimously.

Respectfully submitted,

Lori J. Geyman, WCMC  
Clerk/Treasurer, Town of Ottawa.