

OTTAWA TOWN BOARD

Meeting Minutes June 12, 2023

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

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

The Town Chairman announced to all those present the fact that the Board intends to convene themselves in closed session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, requiring a closed session pursuant to Section 19.85 (1)(c), Wisconsin Statutes. Specifically, the Town Board will discuss Town employee wage considerations. Upon motion, duly made and seconded and acted upon by roll call vote of the majority of the members present, pursuant to Sec. 19.85 (1)(c), Wis. Statutes an Executive Session will take place. At the conclusion of the Executive Session, the Town Board will reconvene in Open Session to take action on the matters that were discussed in closed session, regarding Town employee wage considerations.

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

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

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

Mike Tompkins, Fire Board member, was present and gave an update on WLFD reorganizing and staffing.

There was no public comment.

Supervisor Jones made a motion to approve Pretty Lake Advancement Associations request for fireworks on July 1, 2023 with the restrictions of no rain date to be allowed and that the fireworks show finish within 45 minutes of starting. The motion was seconded by Supervisor Wiedenman and carried.

A motion was made by Supervisor Wiedenman to decline inclusion in the CDBG Urban and County HOME Consortium for 2024 and 2025. The motion was seconded by Supervisor Jones and carried.

A motion was made by Supervisor Jones to approve the Combination Class B fermented malt beverages and intoxicating liquor license for Andrew Callies, President and Rick Callies, Agent at the Kettle Moraine Golf Club. His motion was seconded by Supervisor Wiedenman and carried.

A motion was made by Supervisor Jones to approve 17 applications for licenses to serve fermented malt beverage and intoxicating liquor. His motion was seconded by Supervisor Wiedenman and carried.

Supervisor Jones made a motion to accept the Audited Financial Statements and Letter of Finding, Rotroff & Jeanson. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Jones made a motion to approve the purchase of a replacement surveillance camera through Brew City. His motion was seconded by Supervisor Wiedenman and carried.

Fire Chief Brad Bowen provided handouts with activity and updates from the WLFD. The next Owner's meeting will be held on Wednesday, July 12th. The Budget Meeting will be held on September 13th.

Chairman Rupp stated that they have been asked to appoint someone to be a liaison on the County Board of Adjustments. She asked the board to consider anyone they might know that would be a good fit for the position. Chairman Rupp will get more details about the assignment. Supervisor Wiedenman made a motion to table the appointment to the August 14, 2023 Town Board meeting. The motion was seconded by Supervisor Jones and carried.

Supervisor Jones made a motion to sell the old town truck for the offer of \$1,100. The motion was seconded by Supervisor Wiedenman and carried.

Some discussion was had regarding the 2023 road program. There are some shouldering issues on Rue Parc. Chairman Rupp explained the shouldering issues and the fill needed in the islands. Two quotes were presented on costs to fill the islands and re-seed. The board questioned why these issues were missed by the Town Engineer. Supervisor Jones made a motion to table this item until the Engineer could be present to explain why things were missed and why some of the slopes on the shouldering were not considered in the planning. He added that the Town shall withhold payment to Ruckert-Mielke until future board action at a meeting with the Engineer. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Jones gave an update that the Pretty Lake pavilion is completed. Bob Stekar from Hunters Lake was present, and Supervisor Jones asked him if they had discussed wake boats at the Hunters Lake meeting. Mr. Stekar stated they are waiting to hear what the other two lakes have decided.

Supervisor Jones discussed some information on the rental of brushing machinery. He shared a copy of the lease contract. Supervisor Jones made a motion to consider budgeting for this item for rental next Spring. The motion was seconded by Supervisor Wiedenman and carried.

Discussion was had regarding updates to Town Ordinance 1.16(5) for the Cemetery. Changes to the ordinance were made. Supervisor Wiedenman made a motion to adopt the updated Ordinance 1.16. The motion was seconded by Supervisor Jones and carried.

Supervisor Jones gave an update on the park. He shared that he and Mike Kilsdonk had a discussion with the landscaper regarding not mowing in the current drought.

Supervisor Jones made a motion to update the park fees to reflect a rental price for the full pavilion. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Jones made a motion to approve the minutes of the May 8, 2023 meeting. The motion was seconded by Supervisor Wiedenman and carried.

Chairman Rupp shared some correspondence regarding our Landscaper, Paula Hosch-Books. She spent six hours of her own time doing digging, edging, cleaning the garden beds and mulching. This was done as a donation to the Town, looks beautiful and is very much appreciated. Chairman Rupp also shared a compliment from a resident, Jeff Schlueter, who thanked the town and crew for road work being done and it looks great. Other correspondence included memos regarding County Parks Citizen Science event, Waukesha County Board of Adjustment, Town official responsibilities information. Clerk Geyman shared that an AED device donated to us by the Dousman Chamber of Commerce is ready to be installed. Chief Bowen from WLF D also will be giving us an OAK cabinet for overdose aid.

Chairman Rupp stated that upon motion, duly made and seconded and acted upon by roll call vote of the majority of the members present, pursuant to Sec. 19.85 (1)(c), Wis. Statutes an Executive Session will take place. At the conclusion of the Executive Session, the Town Board will reconvene in Open Session to take action on the matters that were discussed in closed session, regarding Town employee wage considerations.

Supervisor Jones made a motion to convene in closed session. The motion was seconded by Supervisor Jones. All in favor being Supervisor Jones, Supervisor Wiedenman and Chairman Rupp and none opposed, the motion carried.

Supervisor Wiedenman made a motion to reconvene in open session. The motion was seconded by Supervisor Jones and carried.

Supervisor Jones made a motion to increase Amos Kolterjahn's wage by \$2/hr. and to increase Mary Barnhart's wage by .50/hr. In addition, to update the employee handbook to reflect seasonal wage discussions and distributing the handbook. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Wiedenman made a motion to pay bills as listed, in addition to payroll and associated withholding payments for L Geyman, M Barnhart, cardmember services, John's Disposal and WE energies, and to withhold payment to Ruckert-Mielke until further notice. His motion was seconded by Supervisor Jones and carried.

A motion was made by Supervisor Wiedenman and seconded by Supervisor Jones to adjourn. Motion carried unanimously.

Respectfully submitted,

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