

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS  
MEETING MINUTES  
May 7, 2012**

Chairman Robert C. Hultquist called the meeting to order at 5:30 pm. Supervisors present included John Koepke, Brian Wiemer, Jan Husak and John Roelandts. Also present was Attorney Bill Chapman, Administrator/Planner Jeff Herrmann, and Clerk/Treasurer Jo Ann Lesser.

Supervisor Husak made a motion to enter into closed session by roll call vote, pursuant to State Statute 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (All Non-Represented Employees). Supervisor Koepke seconded the motion.

Supervisor Koepke; aye      Supervisor Wiemer; aye  
Chairman Hultquist; aye      Supervisor Husak; aye      Supervisor Roelandts; aye

Motion carried.

**Reconvene to Open Session at 6:00 p.m.**

Those present stood to recite the Pledge of Allegiance.

**Approve Minutes from April 16, 2012 Town Board Meeting and Approve Minutes from April 20, 2012**

**Special Town Board Meeting:** Supervisor Wiemer made a motion to approve the April 16, 2012 meeting minutes and the April 20, 2012 special town board meeting minutes as presented. Supervisor Roelandts seconded the motion. Motion carried unanimously.

**Correspondence:** None

**Comments from the Floor on Agenda items or any other items:** Bob Schowalter of N71W35498 Mapleton Lake Drive; stated that according to item #17 the soccer park is looking to have trees planted, he has trees he can donate to the town that are 4' to 12' in height. The town would be responsible for moving them but they are available.

**OLD BUSINESS:**

1. **Consider and Act on Resolution Establishing Wages for Non-Representative Employees for 2012:** Supervisor Husak made a motion to approve the resolution. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on Street Lights Overhanging Wisconsin Avenue:** It was noted that the street lights have been up for 10 years and there has only been one accident where the pole was hit by a car and 2 incidents of trucks hitting the lights. Chairman Hultquist suggested that the town leave the lights as they are. A question of insurance coverage or possible denial was mentioned if the town was to leave the lights as they are. Supervisor Wiemer made a motion to leave the lights as they are and deal with each incident on a case by case issue. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on Ordinance Regulating Motor-Driven Vehicles on Certain Navigable Waters Within the Town of Oconomowoc:** Supervisor Husak made a motion to approve the ordinance regulating motor-driven vehicles on certain navigable waters. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

**NEW BUSINESS:**

1. **Consider and Act on Resolution Authorizing the Issuance and Sale of \$1,780,000 General Obligation Promissory Notes, Series 2012:** Phil Cosson of Ehlers handed out the closing documents for the bond sale. Phil noted that the interest rate for the bond came in at 1.4251% and that reduced the amount of the bond to \$1,770,000 million. Phil also stated that in the ten year payment plan the town will save approximately \$116,000 due to the interest rates. Phil Cosson then went on to explain the letter from Moody's. Supervisor Husak made a motion to approve the resolution to borrow \$1,770,000 million for the Monterey dam/bridge project. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on Awarding Bid for 2012 Road Program:** Supervisor Roelandts made a motion to approve the resolution awarding Wolf Paving with the contract for the 2012 road program. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

3. **Consider and Act on Certified Survey Map No. 1 for Schowalter Revocable Trust – Part of the NE ¼, SW ¼, and SE ¼ of Section 14 and Part of the NE ¼ of Section 23, in the Town of Oconomowoc – N71 W35498 Mapleton Lake Drive:** Supervisor Husak made a motion to approve CSM #1 based on the recommendation from the Plan Commission. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on Certified Survey Map No. 2 for Schowalter Revocable Trust – Part of the NE ¼, SW ¼, and SE ¼ of Section 14, in the Town of Oconomowoc – N71 W35498 Mapleton Lake Drive:** Supervisor Husak made a motion to approve CSM #2 based on the recommendation from the Plan Commission. Supervisor Roelandts seconded the motion. Administrator/Planner Herrmann stated that lot #5 does not abut a public road, and wanted the Board to be aware of that. The Plan Commission approved it with a condition that no more subdividing of the lots without access to a public road. Herrmann also stated that the only property this will affect is Bob Schowalter as there are no other homes on the lots. Motion carried with a 4 to 1 vote; Supervisor Koepke voted against the motion.
5. **Consider and Act on Resolution for Stewardship Grant for the purchase of Paul & Carol Fischer Property:** Supervisor Husak made a motion to approve the resolution for the stewardship grant in regards to the Paul and Carol Fischer property. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on Proposal for Floor Mat Cleaning:** Administrator/Planner Herrmann explained the two contracts, one from Cintas the current vendor for the mats and ITU the current vendor for coveralls and shop rags. ITU has the lower cost, and it can be even lower if the town would remove the rental fee for the scrape mats. Herrmann stated that the town could purchase those mats and replace them as needed. Supervisor Wiemer made a motion to approve the contract for floor mats with ITU. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on Document Imaging Company to Convert Microfilm to Digital Files:** Clerk/Treasurer Lesser explained that the cost for the image conversion had increased considerably due to the finding of more images in the bank safety deposit box, increasing the amount to be converted from the original 40,000 pieces to 107,000. Supervisor Husak made a motion to approve the contract from CH Coakley & Co. for \$6,200.00. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
8. **Discussion on the Potential Sale of Property Located on the Northeast Side of the Wisconsin Avenue Bridge, Adjacent to Bertrand's Point Comfort Place:** Administrator/Planner Herrmann stated that Mike Bertrand approached him in regards to purchasing 40' of land owned by the town. His purpose is to put in another pier, the area is not buildable. The town would retain a 66' wide strip for the right-of-way. Attorney Chapman stated that there is a process to sell the land. An Appraisal needs to be completed, the electors have to approve the sale, and it would then get submitted to the town board for approval. Supervisor Husak asked if the buyer would be willing to pay for the appraisal. Administrator/Planner Herrmann stated that he would contact Mike Bertrand with that option.
9. **Consider and Act on Letter of Support for Amendments to the Waukesha County Zoning Code and the Waukesha County Shoreland and Floodland Protection Ordinance:** Administrator/Planner Herrmann stated that by requesting this change it would reduce the offset of the accessory building to 30 feet. Supervisor Roelandts motioned to approve authorizing a letter be sent to Waukesha County zoning approving the amendments. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
10. **Consider and Act on Approval of Change of Agent for Two Dames, LLC to Carol Euringer:** Supervisor Husak made a motion to approve the change of agent for Two Dames LLC to Carol Euringer. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
11. **Consider and Act on Approval of Change of Agent for Kwik Trip #360 to Brian L. Wiehert:** Supervisor Roelandts made a motion to approve the change of agent for Kwik Trip #360 to Brian Wiehert. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
12. **Consider and Act on Setting Special Meeting of the Electors for May 21, 2012 at 6:00 pm:** Supervisor Roelandts called for a special meeting of the electors to be held on May 21, 2012 for the purchase of out lot #4 of Woodside Farms. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
13. **Consider and Act on Letter from Wellspring Development with Regards to Planner's Fees for Bella's Grill:** Supervisor Wiemer made a motion to have Attorney Chapman send a letter to Tim & Debbie Michelic in regards to collecting the payment that is owed the town by Chris Koury who was a tenant of theirs. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.

- 14. Consider and Act on Contract Amendment/Extension for Town Administrator/Planner Jeffrey Herrmann:** Supervisor Husak made a motion to approve the contract amendment/extension for Town Administrator/Planner. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
- 15. Consider and Act on the Following Plan Commission Appointment/Confirmations:**
- a. Janis Husak-1 year**
  - b. Robert Peregrine-3 years**
  - c. James Navin-3 years**
- Supervisor Wiemer made a motion to approve the appointments for the plan commission with Supervisor Husak being appointed at town liaison for one year term. Supervisor Roelandts seconded the motion. Motion carried with Supervisor Husak abstaining from the vote.
- 16. Consider and Act on Appointment/Confirmation of Terry Largent as Weed Commissioner:** Supervisor Husak made a motion to approve the appointment for Terry Largent as weed commissioner for 2012. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
- 17. Consider and Act on Trees at Ewald Soccer Fields at Monterey Park:** This item will be placed on the May 21, 2012 agenda.
- 18. Chairman Hultquist:** Nothing
- 19. Supervisor Reports**
- a. John Koepke:** Supervisor Koepke asked if the changes at the recycle center have helped. Superintendent Salzman stated that they are.
  - b. Brian Wiemer:** Supervisor Wiemer stated that he is receiving many calls about the recycle center.
  - c. Janis Husak:** Nothing
  - d. John Roelandts:** Nothing
- 20. Attorney Chapman:** Nothing
- 21. Highway Superintendent Salzman:** Nothing; it was noted that the title for the Highway Superintendent has been changed to Public Works Superintendent due to the job duties changing over the years.
- 22. Chief Wallis**
- a. Consider and Act on Attendance at FBINA 2012 Retrainer – May 30-June 1, 2012 in Minoqua:** Supervisor Wiemer made a motion to approve the attendance of Chief Wallis at the FBI Retrainer. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.
- 23. Administrator/Planner Herrmann**
- a. Update on Monterey Dam/Mill Street Bridge Project:** A public informational meeting will be held on May 22, 2012 at 6:30 pm here at the town hall. Plans will be available to view.
  - b. Consider and Act on Attendance at Academy for Civic and Public Affairs – July 23-26, 2012 in Green Bay:** Supervisor Husak made a motion to approve the attendance of Administrator/Planner Herrmann at the conference. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
- 24. Clerk/Treasurer Lesser**
- a. Consider and Act on Attendance at Master Academy – July 23-26, 2012 in Green Bay:** Supervisor Husak made a motion for Clerk/Treasurer Lesser to attend the Master Academy. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
  - b. Consider and Act on New Operator License Applications for Robert Ouellette, Kayla Peterson, Rebecca Karis, Dianne Miles, and Timothy Zellner:** Supervisor Husak made a motion to approve the licenses as submitted and recommended by Chief Wallis. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
- 25. Approve Vouchers and Checks:** Supervisor Wiemer made a motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Seconded by Supervisor Koepke. Motion carried by unanimous voice vote.
- 26. Adjourn:** Supervisor Roelandts made a motion to adjourn at 7 pm. Seconded by Supervisor Husak. Motion carried by unanimous voice vote.

Respectfully submitted,

Jo Ann Lesser, WCMC  
Clerk/Treasurer