

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS
REGULAR BOARD MEETING MINUTES
At the Oconomowoc Town Hall located at
W359 N6812 Brown Street – Oconomowoc, Wisconsin**

February 5th, 2024

Chairman Robert C. Hultquist called the meeting to order at 6:00 p.m. The supervisor's present included John Koepke, John Roelandts and Erik Mullett. Supervisor VJ Scully appeared by zoom. Also in attendance was Sergeant Jacob Bolyard, Highway Superintendent Sam Salzman, Administrator/Planner Jeffrey Herrmann, and Clerk/Treasurer Lori Opitz. Police Chief Kristen Wraalstad was excused. For additional attendees please see the sign-in sheet.

Those present stood to recite The Pledge of Allegiance

Approve Minutes from Regular meeting on January 15th, 2024. – Supervisor Roelandts made the motion to approve the January 15, 2024, meeting minutes as presented. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

Correspondence. – None

Comments from the Floor on Agenda items or any other items. –

Keith Granum, N53W34296 Road Q, questioned if he would need permission from the Town to have his daughters RV parked in the driveway; Administrator/Planner Herrmann stated to check with the County, however he reminded Mr. Granum that no one could live in the RV while it was parked there.

NEW BUSINESS:

1. **Consider and Act on the application to transfer of retail licenses for sale of fermented malt beverages and/or intoxicating liquor from one premises to another for Kick Switch from N51W34950 E Wisconsin Avenue to N51W34922 E. Wisconsin Avenue.** – Supervisor Roelandts made the motion to approve the application to transfer of retail licenses for sale of fermented malt beverages and/or intoxicating liquor from one premises to another for Kick Switch from N51W34950 E. Wisconsin Avenue to N51W34922 E. Wisconsin Avenue. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on the Christmas Tree disposal for 2024/2025.** – Administrator/Planner Herrmann stated that the garbage hauler is no longer taking Christmas trees without a fee to Town residents. He stated that the State is regulating a certain area for Trees to go and that is why GFL is requiring a fee to take the trees. He also suggested that maybe moving forward that the recycle center could be opened a couple of times after Christmas for Town residents to bring their trees. After a brief discussion, Supervisor Roelandts made the motion to approve the recycle center to be opened for Town residents to take their trees as long as they have a sticker and asked Highway Superintendent Salzman to figure out a day shortly after Christmas and then another date towards the end of January with each day being open for four hours. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on the cost to install a new streetlight at Rolling River Court and Mill Street.** – After considerable discussion, the Board decided to table this line item.
4. **Consider and Act on Resolution 2024-1 reducing the width of the established road right-of-way of West Lake Drive from 66 feet to Platted right of way.** – Supervisor Koepke made the motion to approve the resolution 2024-1 reducing the width of the established road right-of-way of West Lake Drive from 66 feet to Platted right of way. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on a sit and stand desk for the Clerk's Office (ARPA Funds).** – Administrator/Planner Herrmann stated the Clerk's office was loaned one from the Town of Genesee during tax time and Danielle stated it worked out well, but stated Lori did not want one. Supervisor Mullett made the motion to approve the sit and stand desk for the Clerk's Office using ARPA Funds. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on the 2024 Engineer Fees.** – Administrator/Planner Herrmann did state the rates went up last year and that was the first time the rates went up in a long time. He also stated that the

engineer does stuff for the Town and the Town does not always get charged for the services. Supervisor Roelandts made the motion to approve the 2024 Engineer Fees. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.

7. **Consider and Act on the 2024 Attorney Fees.** – Supervisor Mullett made the motion to approve the 2024 Attorney Fees. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on Municipal Ordinance and 66.0301 Successor Agreement for Lake Country Municipal Court.** – Administrator/Planner Herrmann stated nothing changes for the Town it is just simply adding another municipality to Lake Country Municipal Court. Supervisor Roelandts made the motion to approve the Municipal Ordinance and 66.0301 Successor Agreement for Lake Country Municipal Court. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on Ordinance 2024-1 regulating Golf Carts.** – After considerable discussion and agreement that #4 paragraph 8 will have corrections as well as paragraph 5 – “A” with the hours outlined more specifically. Supervisor Mullett made the motion to approve Ordinance 2024-1 regulating Golf Carts on Town Roads with the corrections outlined in the meeting. Supervisor Scully seconded the motion. Motion carried by 4-1 vote; with Chairman Hultquist vote as a nay.
10. **Consider and Act on purchasing microphones for the Town Hall.** – After a brief discussion the Board asked Administrator/Planner Herrmann to research and to see if there are more options with better pricing.
11. **Consider and Act on sewer fee refund for Joe Hennes for the Old Okauchee School property located at N50W35049 Wisconsin Avenue.** – Administrator/Planner Herrmann stated that currently there is no water being used in the building and currently the owner is being charged a usage fee for about the last three years and is recommending to the Board to give the owner a refund for the past year. Supervisor Mullett made the motion to approve the sewer usage fee refund for the past year for Joe Hennes for the Old Okauchee School property located at N50W35049 Wisconsin Avenue and that a check would be cut for the refund instead of an account credit. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
12. **Consider and Act on garbage refunds for commercial properties in the Town.** – This line item will be put on the next agenda.
13. **Consider and Act on contract extension for Town Administrator/Planner and sick time payout.** – After a brief discussion, Supervisor Koepke made the motion to approve the contract extension for Town Administrator/Planner for the next three years and also approved that department heads, when they retire can use what they have accumulated in sick time at retirement to use that to pay for their health insurance when they retire. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
14. **Consider and Act on a firework permit for the Schmeling Residence to use fireworks for pyrotechnic display at W359N7510 Brown Street on February 9, 2024 at approximately 9pm-after dark.** – The applicant withdrew their firework application.
15. **Chairman Hultquist.** – Nothing to report
16. **Supervisor Reports.**
 - a. **John Koepke.** – Stated the new carpet in the Town Hall looks great
 - b. **V.J. Scully.** – Nothing to report
 - c. **Erik Mullett.** – Nothing to report
 - d. **John Roelandts.** – Nothing to report
17. **Public Works Superintendent Salzman.** – Nothing to report
18. **Chief Wraalstad.** – Nothing to report
19. **Administrator/Planner Herrmann.** – Nothing to report
20. **Clerk/Treasurer Opitz.** – Nothing to report
21. **Approve Vouchers and Checks.** – Supervisor Mullett made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann’s approval. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.
22. **Adjourn.** – Supervisor Roelandts made the motion to adjourn at 6:55 p.m. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer