

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

**Monday, June 7<sup>th</sup>, 2021.**

**The Board will enter, by roll call vote, into Closed Session 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 (Police Department)**

Supervisor Roelandts made the motion and Supervisor Largent seconded to go into Closed Session at 5:15 p.m. Voice vote was taken: Chairman Hultquist, aye; Supervisor Koepke, aye; Supervisor Roelandts, aye; Supervisor Rutkowski, aye; Supervisor Largent, aye. Motion carried.

Supervisor Roelandts made a motion and Supervisor Rutkowski seconded to exit Closed Session and reconvene into Open Session. Voice vote was taken: Chairman Hultquist, aye; Supervisor Koepke, aye; Supervisor Roelandts, aye; Supervisor Rutkowski, aye and Supervisor Largent, aye. Motion carried unanimously. Closed Session exited at 5:40 p.m.

**Reconvene to Open Session immediately following the Closed Session**

Chairman Robert C. Hultquist called the meeting to order at 5:42 p.m. Supervisors present included John Koepke, John Roelandts, Rosie Rutkowski and Terry Largent. Also in attendance were Police Chief James Wallis, Highway Superintendent Sam Salzman, Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Lori Opitz. Attorney Tracy Murn was excused. For additional attendees please see sign in sheet.

Those present stood to recite The Pledge of Allegiance.

**Approve Minutes from regular Board meeting May 17, 2021.** – Supervisor Roelandts made the motion to approve the regular Board meeting minutes of May 17, 2021 as presented. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.

**Correspondence.** – None

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

**CONSENT AGENDA:**

1. **Consider and Act on Firework permit for Five Star Fireworks to use fireworks for a pyrotechnic display at Misty Meadows Commons Area on June 19, 2021, at approximately 9:45 p.m.**
2. **Consider and Act on Firework permit for Five Star Fireworks to use fireworks for a pyrotechnic display at Okauchee Lions Park, N49W34400 E Wisconsin Avenue on July 2, 2021, at approximately 9:30 p.m.**
3. **Consider and Act on Firework permit for Five Star Fireworks to use fireworks for a pyrotechnic display at the Chris Kappl residence, W344N6569 Jorgenson Way, on July 3, 2021, at approximately 9:30 p.m.**
4. **Consider and Act on Firework permit for Five Star Fireworks to use fireworks for a pyrotechnic display at the Okauchee Lake Island, W349N5253 Lacy Lane, on July 4, 2021, at approximately 9:45 p.m.**
5. **Consider and Act on Firework permit for Five Star Fireworks to use fireworks for a pyrotechnic display at the Okauchee Lake Island, W349N5253 Lacy Lane, on October 10, 2021, at approximately 7:45 p.m.**
6. **Consider and Act on Special Event Application for Tie Up Bar & Grill, N50W34959 Wisconsin Avenue, Okauchee to hold Tie Up Bar & Grill 1 year Anniversary on July 31, 2021 from 5:00 p.m. to 11:00 p.m.**
7. **Consider and Act on Special Event Application for Oconomowoc Golf Club, W360N5261 Brown Street, to hold Back Yard BBQ Member Event on June 19, 2021 from 4:00 p.m. to 10:30 p.m.**
8. **Consider and Act on Special Event Application for Oconomowoc Golf Club, W360N5261 Brown Street, for a wedding for Danny & Kristen Carmody on June 26, 2021 from 4:00 p.m. to 10:30 p.m.**
9. **Consider and Act on Special Event Application for Oconomowoc Golf Club, W360N5261 Brown Street, for a wedding for Suzy Jennaro & Steve Goodman on July 3, 2021 from 4:00 p.m. to 10:30 p.m.**

Supervisor Largent made the motion to approve the consent agenda as presented. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

**NEW BUSINESS:**

1. **Chief Bowen's Report.** – Chief Bowen gave his monthly report

2. **Consider and Act on the re-appointment of Jim Roche and Linda Bergmann as Town Plan Commissioner's.** – Chairman Hultquist asked for a motion to re-appoint Jim Roche and Linda Bergmann as Town Plan Commissioner's for a three-year term. Supervisor Roelandts made the motion to re-appoint Jim Roche and Linda Bergman for a Three-year term. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on the 1-year re-appointment of Terry Largent as Town Board Liaison to Town Plan Commissioner.** – Chairman Hultquist asked for a motion to re-appoint Terry Largent as Town Board Liaison to Town Plan Commission for a one-year term. Supervisor Koepke made the motion to re-appoint Terry Largent for a one-year term. Chairman Hultquist seconded the motion. Motion carried unanimously with Supervisor Largent abstaining from voting.
4. **Consider and Act on the appointment of Richard Garvey as alternate Town Plan Commissioner.** – Chairman Hultquist asked for a motion to appoint Richard Garvey as alternate to the Town Plan Commission. Supervisor Roelandts made the motion to appoint Richard Garvey as an alternate to the Town Plan Commission. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on Garbage RFP (Request for Proposal) representative for the Town.** – Chairman Hultquist asked for a motion for Jeffrey Herrmann to be the Garbage RPF representative for the Town. Supervisor Roelandts made the motion to approve Jeffrey Herrmann as the Garbage RPF representative for the Town. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on Certified Survey Map (CSM) for Tom & Mary Bachman (applicant), at W342N5052 Road P, Oconomowoc, WI. The property is described as S ½ Lot 12 & N ½ Lot 13 Okauchee Lake Park, PT E ½ & PT SW ¼ Sec 36, T8N, R17E, Town of Oconomowoc. More specifically the property is located at W342N5052 Road P (Tax Key No. OCOT 0576.024)** – Administrator/Planner Herrmann stated the purpose of the CSM and also stated the Plan Commission is recommending Town Board approval. Supervisor Roelandts made the motion to approve the certified survey map for Tom & Mary Bachman at W342N5052 Road P, per the Plan Commission's recommendation. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on the Certified Survey Map (CSM) for Ginger Bonneau (applicant), at N52W37160 Juneau Avenue, Oconomowoc, WI. The property is described as Lots 14 & 15 BLK 14N Oconomowoc Heights Section A, PT E ½ of NE ¼ SEC 33, T8N, R17E, Town of Oconomowoc. More specifically the property is located at N52W37160 Juneau Avenue (Tax Key No. OCOT 561.332)** – Administrator/Planner Herrmann stated the purpose of the CSM and also stated the Plan Commission recommending Town Board approval. Supervisor Rutkowski made the motion to approve the certified survey map for Ginger Bonneau, N52W37160 Juneau per the Plan Commission's recommendation. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on Town of Oconomowoc Employee Handbook.** – Administrator/Planner Herrmann stated the changes were outlined in their copy and this would bring the handbook up-to-date and the corrections were used by the Town of Genesee and their handbook was updated. Chairman Hultquist stated that he went through the changes and stated he had changes of his own that he would like to see incorporated. After the Board had some discussion, they decided they would like to table this item until the next meeting so they may have a chance to see the changes that Chairman Hultquist is suggesting.
9. **Consider and Act on waiving one year requirement for final signatures on CSM for Lake Country 2014 LLC.** – Administrator/Planner Herrmann stated the reason for waiving the one-year requirement. Supervisor Roelandts made the motion to approve waiving the one-year requirement for final signatures on CSM for Lake Country 2014 and also gave them a one-year extension to complete the requirements. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
10. **Consider and Act on participating in the Stone Bank 4<sup>th</sup> of July parade.** – Administrator/Planner Herrmann stated it was up to the Town Board if they would like to participate in the parade. Supervisor Roelandts made the motion to approve participation in the Stone Bank 4<sup>th</sup> of July parade. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
11. **Consider and Act on Office365 2FA purchase and installation.** – Administrator/Planner Herrmann stated this would protect employee e-mails being hacked and/or compromised. Supervisor Rutkowski made the motion to approve the purchase and installation of Office 365 2FA. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
12. **Chairman Hultquist.** – Nothing to report
13. **Supervisor Reports.**
  - a. **John Koepke.** – Nothing to report
  - b. **Terry Largent.** – Nothing to report
  - c. **Rosie Rutkowski.** – Nothing to report
  - d. **John Roelandts.** – Nothing to report
14. **Public Works Superintendent Salzman.** – Nothing to report
15. **Chief Wallis** – Nothing to report
16. **Administrator/Planner Herrmann.** – Nothing to report

17. **Clerk/Treasurer Opitz.** – Nothing to report
18. **Approve Vouchers and Checks.** – Supervisor Largent made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
19. **Adjourn.** – Supervisor Roelandts made the motion to adjourn at 6:06 p.m. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –  
Lori Opitz, WCMC  
Clerk/Treasurer