

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

July 17, 2023

Chairman Robert C. Hultquist called the meeting to order at 6:00 p.m. Supervisors present included John Koepke, John Roelandts, Erik Mullett and VJ Scully. Also in attendance were Attorney Tracy Murn, Police Chief Kristen Wraalstad, Administrator/Planner Jeffrey Herrmann, and Clerk/Treasurer Lori Opitz. Highway Superintendent Sam Salzman was excused. For additional attendees please see sign-in sheet.

Those present stood to recite the Pledge of Allegiance

Approve Minutes from Regular meeting June 19, 2023. – Supervisor Koepke made the motion to approve the June 19, 2023, regular meeting minutes as presented. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

Correspondence. - None

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

Dan Sutton, N55W34673 Road E, stated the property next to his is listed as a VRBO and it is not a residential “owner” that it is a corporation that owns it. He also stated that the place is rented constantly for like a day or two with as many as 25 people staying there and there are tents even being used on the property for sleeping and there is garbage everywhere. He stated emergency vehicles will not be able to get through because there are so many vehicles that come with each rental, and he feels the septic system on the property has been compromised.

Mary Taylor, Lake Drive, questioned the Board about being able to get a “rec” and connect to the sewer system.

Robert Durhan, 2401 Woodland Park Drive, was inquiring about the passing/status of the UTV/ATV use in the Town of Oconomowoc.

Matt Thompson, W360N7562 Thomas Drive, stated the UTV/ATV club will be meeting on July 22nd at 9:00 a.m. at the veteran’s park in Allenton.

NEW BUSINESS:

1. **Chief Bowen’s report.** – Not present to give report
2. **Consider and Act on combination Class B Alcohol license for Rustic TD, LLC, d/b/a Rustic Inn, W360N8739 Brown Street, James Forester, Agent.** – Attorney Murn stated she has just received information a few hours before the meeting that the applicant/owner of the property filed a deed transfer at Waukesha County, which she isn’t sure why the County accepted the filing, but what the owners are filing on the property is a land grant and they have a patten on the property and are not subject to taxes or federal laws and that they only answer to their own laws; she also stated this filing has no merit. Attorney Murn and Clerk/Treasurer Opitz stated that 2022 taxes are delinquent, and Attorney Murn stated this gives the Board reason to deny the application if they chose. Supervisor Mullett made the motion to deny the Class B alcohol license for Rustic TD, LLC, d/b/a Rustic Inn, at the property located W360N8739 Brown Street. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on Ordinance 2023-10; An ordinance to repeal and recreate chapter 216 regarding the regulation of vacation rental establishments in the Town of**

Oconomowoc. – After considerable discussion and review of the ordinance, the Board is recommending certain areas be modified and have a final ordinance for the next meeting so the Board can take action on the final ordinance.

4. **Consider and Act on Resolution 2023-5; A resolution establishing 2024 vacation rental license fees.** – The Board agreed to table this line item until a final ordinance is done regarding vacation rentals in the Town; the Board anticipates this item will be brought back at the next Town Board meeting.
5. **Consider and Act on Ordinance 2023-11; An ordinance providing for detachment of a portion of the Town of Oconomowoc to the Town of Merton pursuant to cooperative plan.** – Supervisor Roelandts made the motion to approve ordinance 2023-11; An ordinance providing detachment of a portion of the Town of Oconomowoc to the Town of Merton pursuant to cooperative plan. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on the Certified Survey Map (CSM) for Michael Liszka, N52 W34474 Peterson Drive, Okauchee, WI 53069. The property is described as NE ¼ Section 36, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 574.198.001, OCOT 0574.208 and OCOT 574.207).** – Supervisor Roelandts made the motion to approve the certified survey map for Michael Liszka, N52W34474 Peterson Drive per the recommendation of the Town Plan Commission. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on property tax assessment and billing contract with Waukesha County.** – Supervisor Koepke made the motion to approve the property tax assessment and billing contract with Waukesha County. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on holding tank agreement for Scott & Polly James for the property located at W380N6827 N. Lake Road.** – Supervisor Koepke made the motion to approve the holding tank agreement for Scott & Polly James for the property located at W380N6827 N. Lake Road. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on countywide mutual aid agreement.** – Supervisor Roelandts made the motion to approve the countywide mutual aid agreement. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
10. **Consider and Act on new carpeting in the Town Hall.** – After a brief discussion, Supervisor Mullett made the motion to table this item until the next meeting to get more pricing. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
11. **Consider and Act on budget meeting dates.** – The Board decided to table this until the next meeting until specific dates are established.
12. **Consider and Act on AV system proposal for Town Hall.** – Administrator/Planner Herrmann stated he is waiting for another proposal; the Board agreed to wait for the other proposal and table this line item until the next meeting.
13. **Consider and Act on updating the Town of Oconomowoc Comprehensive Land Use Plan 2025 and Downtown Okauchee Plan in 2024.** – Chairman Hultquist made a recommendation to have Administrator/Planner Herrmann take direction on this topic and have him proceed with updating each plan. Supervisor Roelandts made the motion to approve updating the Town of Oconomowoc Comprehensive Land Use Plan 2025 and Downtown Okauchee Plan in 2024 with Administrator/Planner Herrmann having control over the updates and what is necessary. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
14. **Discussion on a possible ordinance related to Golf Carts in the Town.** – The Board discussed the pros and cons of this ordinance related to Golf Carts in the Town.
15. **Consider and Act on progress payment #1 to Wolf Paving for the 2023 road program.** – Supervisor Roelandts made the motion to approve the progress payment #1 to Wolf Paving for the 2023 road program. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
16. **Chairman Hultquist.** – Nothing to report
17. **Supervisor Reports.**

- a. **John Koepke**. – Nothing to report
 - b. **V.J. Scully**. – Nothing to report
 - c. **Erik Mullett**. – Nothing to report
 - d. **John Roelandts**. – Nothing to report
18. **Public Works Superintendent Salzman**. - Excused
19. **Chief Wraalstad** – Stated the department will be filling a position that will start in January; the department will be putting the hire through the academy. She also stated she attended a protocol meeting at the County and are short staff due to the lack of staffing and it is really getting bad because they have mandatory 12-hour shifts and people are getting burnt out and they are having a hard time hiring.
20. **Administrator/Planner Herrmann**. – Stated that Clerk/Treasurer Opitz applied and just received a grant to help in the cost of elections; Clerk/Treasurer Opitz stated it was to help with the cost of the new absentee envelopes that will replace the “old” stock that will be voided. He also stated he has been working with the Town Engineer and Clerk/Treasurer Opitz regarding a study on the sewer fees; with the findings and eventually meeting with the city, the sewer fees could be lowered as much as 30%. He also stated as of today’s date, the Town has received \$258,161 in interest on their money, which is remarkable.
21. **Clerk/Treasurer Opitz**. – Nothing to report
22. **Approve Vouchers and Checks**. – Supervisor Mullett made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann’s approval. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
23. **Adjourn**. – Supervisor Roelandts made the motion to adjourn at p.m. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer