

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

**Monday, October 18, 2021.**

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

Those present stood to recite The Pledge of Allegiance.

**Approve Minutes from regular Board meeting October 4, 2021 and Budget meeting on October 7, 2021.**

– Supervisor Rutkowski made the motion to approve the regular board meeting minutes from October 4, 2021 and the budget meeting minutes from October 7, 2021 as presented. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

**Correspondence.** - None

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

**NEW BUSINESS:**

1. **Consider and Act on final payment to Wolf Paving for the 2021 Road Program.** – Highway Superintendent Salzman stated the work is completed and recommends approval of the final payment to Wolf Paving. Supervisor Roelandts made the motion to approve the final payment to Wolf Paving in the amount of \$38,835.59. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on no parking on Road E.** – Police Chief Wraalstad stated that she has done the study on the road along with the patrolmen and they feel that the whole Road E would not have to have no parking signs on it, but coming off N. Lake Drive to the point of the property that has a tax key No. of 0574.054 should be posted with no parking. After considerable discussion Supervisor Roelandts made the motion to approve the no parking sign coming off of N. Lake Drive onto to Road E to the point of where the property with the tax key No. of 0574.054 is. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on copy machine proposal from Rhyme.** – Clerk/Treasurer Opitz stated the current contract is up soon and the Town is currently paying \$185.52 a month and Rhyme is proposing a rate less than what we currently have and it could be even lower depending on the term of the lease that is decided on. Supervisor Roelandts made the motion to approve the 36-month lease at an amount of \$176.00 per month. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on tax collection hours.** – Clerk/Treasurer Opitz explained the City of Oconomowoc will be closed Thursday and Friday the week of New Year's and will not be collecting taxes those days and residents are asked to put their payments in the drop box. She also explained that her department has always been here on New Year's Eve to collect taxes for at least 5 hours, but was asking the Board to excuse the office from being open on New Years Eve after the year she had with the passing of both of her parents that she would like to spend the holidays with her family. Chairman Hultquist made the motion to have the Clerk's office be closed on New Year Eve Day and have Town residents utilize the outside drop box for their payments and asked Clerk Opitz to post it accordingly on the website. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
5. **Discussion on budget worksheet – tax levy.** – Administrator/Planner Herrmann explained to the Board he could lower the 2022 tax levy by the amount of the increase Western Lakes needs in 2022 and by doing that it would properly reflect the increase needed by Western Lakes and it would show where the costs are going.
6. **Discussion on possible referendum in 2022.** – Administrator/Planner Herrmann stated that right now the Town can only increase the levy roughly around \$30,000 a year and I can't keep asking department heads to keep cutting their budget on a constant basis, which they have done a great job keeping costs down, but everything else is going up, like the Fire Department, etc. and by doing a referendum, it allows the Town to operate better and if the referendum would get passed, it would equate to roughly \$25.00 to \$30.00 more on the average tax payers bill.
7. **Chairman Hultquist.** – Nothing to report

8. **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
9. **Public Works Superintendent Salzman.** – Stated the roof is leaking again in their building
10. **Chief Wraalstad.** – Have been receiving applications in the department for her previous position and application deadline is October 22<sup>nd</sup>.
11. **Administrator/Planner Herrmann.** – Stated that all of the garbage proposals are in.
12. **Clerk/Treasurer Opitz.** – Nothing to report
13. **Approve Vouchers and Checks.** – Supervisor Largent 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.
14. **Adjourn.** – Supervisor Roelandts made the motion to adjourn at 6:37 p.m. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –  
Lori Opitz, WCMC  
Clerk/Treasurer