

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS  
MEETING MINUTES  
September 19, 2011**

Chairman Robert Hultquist called the meeting to order at 5:00 p.m. Supervisors present included John Koepke and Janis Husak. Also in attendance were Attorney Chapman, Administrator/Planner Herrmann, and Clerk/Treasurer Lesser.

**CLOSED SESSION:** Supervisor Husak made a motion to enter 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 Dept. and Clerk's Office) and State Statute 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Forseth). Supervisor Koepke seconded the motion.

Supervisor Koepke: aye

Supervisor Wiemer: absent-entered meeting at 5:05 pm.

Chairman Hultquist: aye

Supervisor Husak: aye

Supervisor Roelandts: absent

Motion carried.

Reconvene to Open Session at 6:00 pm on a motion made by Supervisor Husak and seconded by Supervisor Wiemer. Motion carried by unanimous voice vote. Chief Wallis joined the meeting. See attached sign-in sheet for additional attendees.

All those present stood to recite the Pledge of Allegiance.

**Approve Minutes:** Supervisor Wiemer made a motion to approve the August 15, 2011 minutes with corrections. Supervisor Koepke seconded the motion. Motion carried unanimously by voice vote.

**Correspondence:** None

**Comments from the Floor on Agenda items or any other items:** Bob Sokolowicz N64W34899 Road J; wanted to inform the Board that before approving the refunding of the letter of credit to the Klink Family someone should take a look at the road, there is a ½" to 1" wide crack in front of the Hanson property.

**OLD BUSINESS:** None

**CONSENT AGENDA:**

1. **Special Event Application for Just Kickin' Spoon Saloon & Sports; N50W35016 Wisconsin Ave., 1<sup>st</sup> Year Anniversary Party to be held on October 1, 2011 12:00 PM to 7:00 PM.**
2. **Special Event Application for St. Catherines Day in the Park at Okauchee Lions Park on September 11, 2011 11:00 AM to 8:00 PM.**
3. **Special Event Application for Ted Zindars Brothers Remembered Memorial at Okauchee Lions Club on September 24, 2011 12:00 PM to 12:00 AM.**
4. **Consider and Act on Renewal Contract for Assessing Services with Grota Appraisals for 2012 -2014 for a Total of \$33,000.00 per year.**

Supervisor Husak made a motion to approve #2, #3, and #4 of the consent agenda. Supervisor Koepke seconded the motion. Motion carried unanimously by voice vote.

Supervisor Husak made a motion to approve #1 of the consent agenda subject to the Town Plan Commission approving their request to have live music outside the establishment which is not allowed

under the site plan/plan of operation. Supervisor Wiemer seconded the motion. Motion carried by a unanimous voice vote.

#### **NEW BUSINESS:**

1. **Consider and Act on Refunding Letter of Credit to the Klink Family LLP in the Amount of \$59,897.43:** Administrator/Planner Herrmann stated that Sam Salzman did go out and look at the road to verify that everything was done and reported that everything looked good. Due to the comment made by Bob Sokolowicz under public comments, maybe the area should be looked at further. This item was postponed to the next meeting.
2. **Consider and Act on Resolution Authorizing an Extension of a Conditional Re-zone for 4.6 Acres of Land Located in the NW1/4 of Sec. 20 in the Town of Oconomowoc (East of Pennsylvania Street and south of STH 67 bypass) – Irene Boschuetz:** Administrator/Planner Herrmann stated that the Town approved the conditional zoning three (3) years ago, but due to the declining economy the project was never completed, so Ms. Boschuetz is requesting a five (5) year extension. The Plan Commission approved recommending to the Board that the extension be granted. Supervisor Wiemer made a motion to approve the resolution authorizing the conditional re-zone not to exceed five (5) years. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on Resolution to Conditionally Rezone 1.791 acres owned by James Chapman, W359 N5740 Brown Street from B-2 Local Business District to B-3 General Business District:** Administrator/Planner Herrmann stated that the request to change the zoning on the property from B-2 local business to B-3 general business is only as long as the laser tag operation remains in the building, if the operation leaves the zoning would revert back to the original B-2 local business. The type of business that the laser tag operates, is not allowed under the B-2 but is allowable under the B-3, and is subject to the conditions in the Planner's report. Supervisor Husak made a motion to approve the resolution rezoning the property to B-3 general business as long as the laser tag operation remains in the building. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on Refunding Developers Agreement Deposit of \$10,000.00 to Stephen Ziegler:** Administrator/Planner Herrmann stated that the developers agreement deposit was to guarantee that the home, garage and boat house on the lot next door that was purchased by the Ziegler's was removed as part of the CSM requirements creating one lot. Administrator/Planner Herrmann visited the property and the buildings have been removed. Supervisor Husak made a motion to approve refunding the deposit of \$10,000 as required in the developer's agreement. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on Combination Class A Alcohol License Application for Okauchee Beverage LLC; N50W34844 Wisconsin Ave., Dennis Russ, Agent:** Chairman Hultquist stated that he was informed that Dennis Russ is no longer employed by Okauchee Beverage LLC and therefore the license application cannot be approved as submitted. Chairman Hultquist asked that this item be postponed to the next meeting, and that the Clerk's office get clarification on this issue.
6. **Consider and Act on Combination Class B Alcohol License Application for Paulos Okauchee LLC; N50W34959 Wisconsin Ave., Paul Ochalek, Agent:** Supervisor Husak made a motion to approve the Combination Class B alcohol license, soda, and amusement licenses along with the Agent Paul Ochalek for Paulos Okauchee LLC. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on Bids for Mapleton Community Center Pavilion:** Pat Agnew gave a brief update to the Board. Mr. Agnew stated that the project for the community center was re-bid on certain parts because of the prevailing wage requirement was not required, in hopes that the bids would be lower. The first bids came in at \$255,000 and now they are at \$228,000. The cost to the Town would be \$200,000, there was a grant for \$110,000 originally and some of that has been spent already. The pavilion will seat 100 people, it will include handicap accessible bathrooms, a new septic and well that will be for the pavilion and the old school house. Supervisor Koepke questioned how much is in the park fund, and it was reported that \$219,145 was available as of 12/31/10. Supervisor Koepke stated that he would like to not have to deplete the park fund and use what is left over, if anything, to repair the old school house. Administrator/Planner Herrmann reported that there should be a little bit less than \$15,000 left after this project is complete. Chairman Hultquist wanted to thank the committee members, Chuck Case, John Koepke, Jim Hoover, Pat Agnew, Jeff

Herrmann and Jim Navin for their help on the project. Supervisor Husak made a motion to approve the bids for the Mapleton Community Center Pavilion. Supervisor Wiemer seconded the motion.  
Roll Call Vote:

Supervisor Kopeke: aye  
Supervisor Wiemer: aye  
Chairman Hultquist: aye  
Supervisor Husak: aye  
Supervisor Roelandts: aye

8. **Consider and Act on Trick-or-Treat Hours for the Town of Oconomowoc:** Clerk/Treasurer Lesser reported that the City of Oconomowoc will be holding trick-or-treat on Saturday, October 29, 2011 from 6:00 pm to 8:00 pm. Supervisor Koepke made a motion to set trick-or-treat hours the same as the City of Oconomowoc. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on Purchase of Micro Fiche Machine Replacement:** The Board asked if there were options to rent/lease or possible find a gently used machine. This item was postponed to the next meeting.
10. **Consider and Act on Resolution Accepting Bay View Road-North Shore Subdivision:** Administrator/Planner Herrmann stated that the property owner would like the ROW reduced from 66 feet to 25 feet. Sam Salzman stated that for snow plowing purposes they would need 30 feet. It needs to be accepted as a public road first. Supervisor Wiemer made a motion to approve the resolution accepting Bay View Road in the North Shore subdivision as a public road. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.
11. **Consider and Act on Resolution to Reduce the Established Street and Highway Width Map from 66 feet to 30 feet – Bay View Road:** Supervisor Husak made a motion to approve the resolution to reduce the established street and highway width map from 66 feet to 30 feet. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
12. **Consider and Act on Grievance Procedure for Town of Oconomowoc Employees:** Due to the policy not being included in the meeting packet, this item was postponed to the next meeting.
13. **Chairman Hultquist:** Nothing
14. **Supervisor Reports**
  - a. **John Koepke:** Informed the Board that the Tall Pines Conservancy will be holding their annual Barn Dance at the Zwiig Farm.
  - b. **Brian Wiemer:** Nothing
  - c. **Janis Husak:** Will not be here on the 28<sup>th</sup> for BOR.
  - d. **John Roelandts:** Excused
15. **Attorney Chapman:** Nothing
16. **Highway Superintendent Salzman:** Excused
17. **Chief Wallis**
  - a. **Consider and Act on Request for Kristen Wraalstad and Lynn Grosch to Attend 2011 Users Conference-TRACS at Chula Vista-WI Dells on October 18, 2011:** Supervisor Husak made a motion to approve the seminar request for Lt. Wraalstad and Lynn Grosch. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
  - b. **Consider and Act on National Pharmaceutical Take-Back Initiative to be held on October 29, 2011:** Chief Wallis explained that this initiative is a chance for people to bring in unused medications and to dispose of them properly. Officer(s) will be on hand to take in the prescription drugs and then they get sealed and delivered to the DEA. Supervisor Husak made a motion to approve the Town to participate in the National Pharmaceutical Tack-Back initiative on October 29, 2011. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
18. **Administrator/Planner Herrmann**
  - a. **Set Budget Workshop Dates and Times:** September 29, 2011 at 8:00 am was agreed upon not to exceed two (2) hours.
  - b. **Update on Monterey Dam:** Administrator/Planner informed the board that there was a meeting of about twenty-one (21) people from the DOT, DNR, Ashippun Lake Management District, the Town, and engineers discussing the issues of the Monterey Dam and Bridge. The DOT suggested and MOU be drafted that would detail what needs to be done and when

and who will be doing specific things. It was noted that Sen. Fitzgerald would like to set up a meeting once the MOU has been signed so that he could possibly help in finding additional funding for the project. Craig Kunkel of Kunkel Engineering Group stated that the application for the grant was submitted for possible funding for replacing the dam. Mr. Kunkel submitted a cost analysis for the dam replacement and the estimated cost ranges from 1.5 million to 1.9 million. If a labyrinth style dam could work the cost would be reduced to 1.1 million. Mr. Kunkel also had questions about being able to place the dam abutments in front of the bridge abutments, but for this to work the bridge would need to be raised two (2) feet.

**19. Clerk/Treasurer Lesser**

- a. Consider and Act on Request to Attend Workhorse Software Users Conference in Wausau on October 14, 2011:** Supervisor Husak made a motion to approve Clerk/Treasurer Lesser attend the Workhorse Software users conference. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
- b. Consider and Act on Request for Jo Ann Lesser to attend a Labor Law Clinic in Milwaukee on November 15, 2011:** Supervisor Husak made a motion to approve Clerk/Treasurer Lesser attend the labor law clinic. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
- c. Consider and Act on Renewal Operator License Applications for Holly Nieuwenhuis, Lisa Zindars, Ted Zindars, and Kelly Eichstedt.**
- d. Consider and Act on New Operator License Applications for John Heenan, Kristina Hegenscheldt, Crystal Rehm, Toni Grable, Colleen Matchie, Justin Tarantino, Thomas Hartrich, and Kayla Hartrich.**

Supervisor Husak made a motion to approve c & d subject to Chief Wallis' approval. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.

**20. Approve Vouchers and Checks:** Supervisor Wiemer made a motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

**21. Adjourn:** Supervisor Husak made a motion to adjourn at 6:45 pm. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted,

Jo Ann Lesser, WCMC  
Clerk/Treasurer