

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
July 15, 2013**

Chairman Robert C. Hultquist called the meeting to order at 6:00 PM. Supervisors present included John Koepke, Brian Wiemer, Jan Husak, and Supervisor John Roelandts. Also in attendance were Attorney Bill Chapman, Administrator/Planner Jeff Herrmann, Public Works Superintendent Owen Salzman, Police Lt. Paar, Clerk/Treasurer Jo Ann Lesser, Chris Flood, Mary Hultquist, Ken Runyard, Terry Largent, and Craig Donze from One-Source Consulting.

Those present stood to recite the Pledge of Allegiance.

**Approve Minutes from June 17, 2013 Town Board Meeting and June 28, 2013 Special Town Board Meeting:**

Supervisor Koepke made a motion to approve the minutes as presented. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.

**Correspondence:** Clerk/Treasurer Lesser read an email from the McMahon Home Owner's Association in regards to parking. Chairman Hultquist asked Lt. Paar to discuss this with Chief Wallis and report back to the Board.

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

**CONSENT AGENDA (Items listed under the Consent Agenda are considered in one motion unless a Town Board member requests that an item be removed from the consent agenda):**

1. **Special Event License Application for Magnus Anderson Legion Post #399 to hold a Car Show at Okauchee Lion's Park on Saturday, July 13, 2013 9:00 am to 4:00 pm.**
2. **Consider and Act on Special Event Application for Judy Goddard, Birthday Celebration at Okauchee Lion's Park on September 28, 2013 1:00 pm to 10:00 pm.**
3. **Consider and Act on Special Event Application for Oconomowoc Golf Club W360N5261 Brown Street, Taste of the "Big Ten" on August 3, 2013 from 6:30 pm to 11:00 pm.**
4. **Consider and Act on Fireworks Permit Application for Spectrum Pyrotechnics to Perform an Aerial Display for Thomas Godar at W343N6475 Bayview Road on August 17, 2013.**

Supervisor Roelandts made a motion to approve the consent agenda. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.

**OLD BUSINESS:**

**NEW BUSINESS:**

1. **Consider and Act on Right-of-Way Encroachments for West Lake Drive resurfacing project:** Craig Donze of One-Source Consulting stated that 30% of the design process is complete, just looking at sewer and pedestrian updates. In the packets there is a report showing key areas of concern, one area has a retaining wall in the right-of-way and needs to be moved for the sidewalk. In the report each area is numbered, areas #1, 30 & 35 will need a removal order if the Board chooses to proceed with the sidewalk. There was discussion on revocable trusts and that the Town Attorney can draft those documents. Removal orders are to be completed by the Town and Craig Donze stated that he can send a draft to Town Administrator/Planner Herrmann. Supervisor Husak made a motion to adopt the recommendation from One-Source Consulting for encroachments into the right-of-way for West Lake Drive. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on proposed improvements to West Lake Drive:** Craig Donze stated that the complete project cost estimates are \$802,000; the DOT share is \$455,000 and the Town share is \$346,878. Mr. Donze stated that it comes down to what you "have to do" and what you "like to do". Mr. Donze explained the different construction options within the scope of the project and the associated costs. Supervisor Koepke stated that the board needs to get clarification as to how much funds are left from the dam project and if those funds are available for this project. This item was postponed to the August 5, 2013 meeting.
3. **Consider and Act on Change Modification #5 for the Monterey Bridge/Dam Project:** Administrator/Planner Herrmann stated that the railing in front of the sluice gate was made for a wheel that goes vertical and the wheel that was delivered was for a horizontal railing. To purchase the correct wheel it costs \$2,000, it is unclear as to where the mistake was made and discussions are being held by all parties to figure out a solution. Ayres & Associates has submitted an opinion and the DOT and DAAR have not responded as of yet.
4. **Consider and Act on reducing the Established Road Right of Way on Bauer's Lane:** Administrator/Planner Herrmann stated that the reduction would match to what is platted. Supervisor Husak made a motion to approve

the reduction of the established road right-of-way on Bauer's Lane to match what was platted. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

5. **Consider and Act on Certified Survey Map for Tomi Group, N53 W37078 Washington Street:** Administrator/Planner Herrmann stated that the Tomi Group wants to combine two lots into one. Supervisor Roelandts made a motion to approve the CSM as recommended by the Plan Commission. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
6. **Chairman Hultquist:** Nothing
7. **Supervisor Reports**
  - a. **John Koepke:** Nothing
  - b. **Brian Wiemer:** Nothing
  - c. **Janis Husak:** Nothing
  - d. **John Roelandts:** Nothing
8. **Attorney Chapman:** Nothing
9. **Public Works Superintendent Salzman:** Nothing
10. **Chief Wallis**
  - a. **Consider and Act on Request for Officer Kassens to attend Instructor Development July 15 – 18, 2013 and Firearms Instructor August 26 – 30, 2013 in Madison at MATC:** Supervisor Husak made a motion to approve the attendance of Officer Kassens for training. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
11. **Administrator/Planner Herrmann**
  - a. **Update on Monterey Dam/Mill Street Bridge Project:** Administrator/Planner stated that the project is complete; there is a final inspection on Friday. Also thanked Bob Hultquist, John Koepke and Jo Ann Lesser for the hard work involved with the ribbon cutting ceremony. It was a nice event and well attended.
12. **Clerk/Treasurer Lesser**
  - a. **Consider and Act on Renewal Operator License Applications for Alexandra Bellini, Sarah Mead, Emily Purton, Barbara Gumieny-Brown, Angela McCarron, Samantha Siodlarz, Kimberly Metzger, Thomas Fleming, Jessica Peterson, and Courtney Neitzel:** Supervisor Husak made a motion to approve the renewal operator license applications as recommended by Chief Wallis. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
  - b. **Consider and Act on New Operator License Applications for Amanda Douglas, Alexis Foss, Karen Armao, Melissa Pierson, and James Carlson:** Supervisor Husak made a motion to approve the new operator license applications subject to the payment being received for Amanda Douglas and recommended by Chief Wallis. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
13. **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.
14. **Adjourn** Supervisor Roelandts made a motion to adjourn at 6:47 pm. Seconded by Supervisor Husak. Motion carried by unanimous voice vote.

Respectfully submitted,

Jo Ann Lesser, WCMC  
Clerk/Treasurer