

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**August 5, 2013**

Chairman Robert C. Hultquist called the meeting to order at 6:00 PM. Supervisors present included John Koepke, Brian Wiemer, Jan Husak, and John Roelandts. Also in attendance were Attorney Bill Chapman, Administrator/Planner Jeff Herrmann, Public Works Superintendent Owen Salzman, Police Chief Jim Wallis, and Clerk/Treasurer Jo Ann Lesser. For additional attendees please see attached sign-in sheet.

Those present stood to recite the Pledge of Allegiance.

**Approve Minutes from July 15, 2013 Town Board Meeting:** Supervisor Husak made a motion to approve the July 15, 2013 meeting minutes with corrections. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.

**Correspondence:** None

**Comments from the Floor on Agenda items or any other items:** Peter Pronold W343N5097 Gietzen Road presented a letter he wrote in 2006 requesting a sewer connection once a REC becomes available. Mr. Pronold explained that he was just reconfirming his desire for the REC and to see if any had become available. Administrator/Planner Herrmann stated that the Town does not have any available REC's at this time, but thanked Mr. Pronold for confirming his desire to connect if an opportunity should become available.

**OLD BUSINESS:**

- 1. Consider and Act on Proposed Improvements to West Lake Drive:** Administrator/Planner Herrmann explained the handout of the borrowing and expenses of the Monterey Dam project. Herrmann stated that pending any more billings from the WIDOT and contract modification #5 it appears that the town would have approximately \$400,000 left over and could use these funds for the West Lake reconstruction project. Craig Donze from One Source Consulting stated that the board can choose what items on the project components list will be a part of the project or they can choose to do all of them and scale back later. Mr. Done stated that it would be easier to scale back then to add in at a later date. Supervisor Roelandts made a motion to approve the project as outlined in the components list. Supervisor Wiemer seconded the motion. Both Supervisor Wiemer and Roelandts listed concerns about the corner on West Lake Drive near the bridge. Motion carried by unanimous voice vote.
- 2. Consider and Act on Electronic Packet Devices:** Administrator/Planner Herrmann explained that the Town of Genesee is going with the iPad 2 for the simple reason of updates; it is the only device that allows for updates. The devices will have Wi-Fi and there will be no data plan to create more expenses for the town. Each device will need to connect to Wi-Fi in order to download the meeting packet and can do that here at the town hall, library, and coffee shop or even at their home if they have that type of service. Clerk Lesser stated that there will be a training session for those who would like assistance with operating the device. Clerk Lesser also explained that in the packet there was a sample policy from the Town of Genesee and another one that was created using the Town of Oconomowoc for the Board's review. Supervisor Roelandts made a motion to approve the purchasing of the iPad 2 for use by the Town Board and Plan Commission to work with electronic packets. Supervisor Wiemer seconded the motion. Supervisor Koepke questioned if this expense was budgeted. Administrator/Planner Herrmann stated that the money would come out of the contingency budget but also mentioned that the budget allowed for a new sound system in the town hall

and the iPads have applications that will record and this could replace the recording system. Motion carried by unanimous voice vote.

3. **Consider and Act on Assessor's Plat for Monterey:** Administrator/Planner Herrmann stated that the packet included a sheet explaining the results of the letters that were mailed to each property owner of the three zones in Monterey. Only zone B had a positive response for having the assessor's plat done. Supervisor Wiemer made a motion to deny having the Assessor's Plat of Monterey completed. Supervisor Husak seconded the motion. Supervisor Roelandts questioned if the property owners understood that this plat was to help them especially when it came to selling their land or to clear up inconsistencies for future land owners. It was noted that when the residents were present for the meeting some of the comments were that everyone knows where their property lines are located and they have no problems currently. A question was asked if bids could be obtained to help alleviate some concerns of cost that property owners may have had, Attorney Chapman stated that the town could do that. Supervisor Wiemer stated that he would like to have a more definite price for each property owner to make an informed decision. Supervisor Wiemer rescinded his motion and Supervisor Husak rescinded her second. This item was postponed to a future meeting.

#### **NEW BUSINESS:**

1. **Consider and Act on Officer Andrew Williams Completing 1 Year Probation:** Chief Wallis explained that Officer Williams has completed his one year probation period and would like to hire him as a full-time officer. Officer Williams makes a good addition to the department, his professionalism is outstanding. Chief Wallis stated that Officer Kassens is present to show his support of the hiring of Andrew Williams. Supervisor Roelandts made a motion to approve the completion of Officer Andrew Williams's probation and maintaining his employment with the town. Supervisor Husak seconded the motion. Supervisor Husak commented that the ending date of the probation period in the submitted letter is incorrect according to town records, the date should be listed as July 3, 2013 not August 3, 2013. Motion carried by unanimous voice vote.
2. **Consider and Act on Resolution for Park Bay Road Dedication:** Attorney Chapman explained the resolution and exhibits. Supervisor Husak made a motion to approve the resolution for the Park Bay Road dedication. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on Change Modification #5 for the Monterey Bridge/Dam Project:** Administrator/Planner Herrmann requested that this item be postponed. Chairman Hultquist postponed this item to a future meeting date.
4. **Consider and Act on dates for Budget Workshop to discuss 2014 budget:** Administrator/Planner Herrmann stated that it is time to start budget workshop meetings and that the board needs to look at their schedules to set up at least the first one. It was decided that September 10, 2013 at 8 AM to 10 AM will be the first budget workshop.
5. **Discussion on Updated Floodplain Mapping for Waukesha County:** Administrator/Planner Herrmann explained that Waukesha County will be updating the floodplain map and a handout was submitted in the packet with more information.
6. **Discussion on Parking Concerns of McMahon Ponds Home Owners Association:** Chief Wallis stated that there isn't a parking issue, but a single vehicle car that parks in front of their own property that is the issue. Chief Wallis stated that emergency vehicles can access the roadway and doesn't find the parking to be a problem. Public Works Superintendent Owen Salzman stated that there is no issue for the highway department with plowing either. Administrator/Planner Herrmann stated that if parking is restricted it could pose a problem for residents having gatherings with over flow parking using the side of the road, the town doesn't really want to do that.
7. **Chairman Hultquist:** Nothing
8. **Supervisor Reports**
  - a. **John Koepke:** Nothing
  - b. **Brian Wiemer:** Nothing

- c. **Janis Husak:** Nothing
- d. **John Roelandts:** Nothing
- 9. **Attorney Chapman:** Nothing
- 10. **Public Works Superintendent Salzman:** Nothing
- 11. **Chief Wallis:** Stated that the tie-up was held two weeks ago and the numbers were down. There were approximately 100 boats, 2 boat OWI's and 1 road OWI. Pro-Health supplied the phlebotomist again, very thankful for their support. The WDNR helped provide patrol services. The weather is believed to be a factor in the turn out. Chief Wallis stated that in the eyes of law enforcement this event was a success in 2013.
- 12. **Administrator/Planner Herrmann**
  - a. **Consider and Act on Administrator/Planner Herrmann Attending the Midwest Planning Conference in Rochester, Minnesota in September:** Supervisor Wiemer made a motion to approve the attendance of Administrator/Planner Herrmann at the Midwest Planning Conference in Rochester Minnesota. Supervisor Husak seconded the motion. Supervisor Roelandts questioned the reason for the attendance at this conference. Herrmann explained that he is required to have 32 hours of education to maintain his AICP certification and this conference will give him 16 and he is in need of 15. Motion carried by unanimous voice vote.
- 13. **Clerk/Treasurer Lesser**
  - a. **Consider and Act on Renewal Operator License Applications for Diane Koenig, Camella Potratz, Kimberly Kasmer, Hannah Matusek, and Gina Buntroch:** Supervisor Husak made a motion to approve the renewal operator license applications as recommended by Chief Wallis. Supervisor Wiemer seconded the motion. Motion carried by unanimous voice vote.
  - b. **Consider and Act on New Operator License Application for Allen Andrews:** Supervisor Roelandts made a motion to approve the new operator license applications as recommended by Chief Wallis. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.
- 14. **Approve Vouchers and Checks:** Supervisor Wiemer made a motion to approve voucher and checks subject to Administrator/Planner Herrmann's approval. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
- 15. **Adjourn:** Supervisor Roelandts made a motion to adjourn at 6:51 pm. Seconded by Supervisor Husak. Motion carried by unanimous voice vote.

Respectfully submitted,

Jo Ann Lesser, WCMC  
Clerk/Treasurer