

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Monday, March 3, 2014**

Chairman Robert C. Hultquist called the meeting to order at 6:00 PM. Supervisor present included John Koepke, Terry Largent, and John Roelandts. Supervisor Jan Husak was excused. Also in attendance included Attorney Bill Chapman, Police Chief James Wallis, Public Works Superintendent Owen Salzman, Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Lori Opitz. See attached sign-in sheet for additional attendees.

Those Present stood to recite the Pledge of Allegiance.

**Approve Minutes from February 17, 2014 – Special & Regular Town Board Meeting.** – Supervisor Roelandts made a motion to approve the minutes as presented. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

**Correspondence** – Chairman Hultquist read an e-mail from Administrator/Planner Herrmann that the Mill Street Bridge and Dam project won the D.O.T's local program's Outstanding Highway Construction Award for Excellence in small Structures.

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

Dennis Cotic, N52 W35293 W Lake Drive, asked the Board for clarification of whether the construction on Lake Drive would be actual construction or if paving was the only thing that was going to be done. He also asked the Board when the construction considerations are being done, the Board takes a look at his property and the driveway because the water that comes off W. Lake Drive goes down his driveway and onto his property.

Rick Parra, N73 W36278 South Shore Drive, wanted to say Thank You to the Town Board and Highway Department Superintendent Owen Salzman regarding the tree situation and how it was taken care of so quickly.

**OLD BUSINESS:**

1. **Discussion on West Lake Drive Project – Next Steps.** – After considerable discussion with Administrator/Planner Herrmann, the Board asked Administrator/Planner Herrmann to set up a meeting with the Board, Craig Donze, Owen Salzman and Okauchee Lake Management to go over the project and all of the concerns that were presented to the Board regarding this project and possibly moving forward with the project.
2. **Consider and Act on Ordinance Regulating Short-term Vacation Rentals.** – The Board members talked about the impact short-term rentals have done in certain areas of the Town and the concerns that were brought up to them from area residents as well; the ordinance that is being proposed would allow the Town to regulate the short-term rentals, however, Police Chief Wallis stated it would be very difficult for his department to regulate the short-term rentals. Supervisor Koepke stated he was not in favor of short-term rentals; Chairman Hultquist stated he would like the rentals to be for at least 30 days; Supervisor Roelandts stated he is 50/50 regarding this – Chairman Hultquist stated that he would have a meeting with Administrator/Planner Herrmann and Attorney Bill Chapman to discuss this further and bring back a revised ordinance to the agenda.

**NEW BUSINESS:**

1. **Consider and Act on Final Contract Payment for West Lake Drive Resurfacing Project – One Source Consulting.** – Administrator/Planner Herrmann stated this would be the final payment for the West Lake Drive project under the past contract with One Source and made a recommendation to the Board to make that final payment. Supervisor Roelandts made the motion to approve the final payment to One Source Consulting. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on Certified Survey Map for Peter & Gina Van Opens – N55 W34486 Kosanke Road.** – Administrator/Planner Herrmann stated the certified survey map is for the combination of parcels that came from the direction of Waukesha County. Supervisor Koepke made the motion to

approve the certified survey map for Peter & Gina Van Opens. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

3. **Consider and Act on Resolution to reduce a portion of the Established Road Right-of-Way of Kosanke Road from 66 feet to 20 feet.** Administrator/Planner Herrmann stated this would be the smallest road in the Town and Highway Superintendent Owen Salzman stated the road would not be an issue when plowing being reduced to 20 feet. Supervisor Roelandts made the motion to approve the resolution to reduce a portion of the Established Road Right-of-Way of Kosanke Road from 66 feet to 20 feet. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
4. **Discussion on Refinancing Debt Structure.** – Administrator/Planner Herrmann spoke about the refinance of the sewer bond on how it could save a lot of money in interest for the Town. He stated he will be setting up a meeting with Phil from Ehlers for the Board to hear the options.
5. **Consider and Act on expanding comp-time hours for the Highway Department for 2014 to 120 hours.** Administrator/Planner Herrmann stated the Highway Department has been putting a ton of hours in since the beginning of December cleaning the roads from all of the snow we have been getting, which has caused the department to receive a ton of over-time. He is recommending to the Board to extend the comp-time hours from 80 to 120 for 2014. Supervisor Roelandts made the motion to expand the comp-time hours for the Highway Department in 2014 from 80 to 120 hours. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on employment agreement for Vickie Schlieve** – Administrator/Planner Herrmann stated this line item is being taken off the agenda because the employment agreement is still being worked on.
7. **Chairman Hultquist** - None
8. **Supervisor Reports**
  - a. **John Koepke** - None
  - b. **John Roelandts** - None
  - c. **Terry Largent** - None
9. **Attorney Chapman** - None
10. **Public Works Superintendent Salzman** – stated to the Board that North American Salt has no more salt and/or is very low and the company is currently trying to get some salt for the Town out of state – the Town’s salt supply is very low.
11. **Chief Wallis** - None
12. **Administrator/Planner Herrmann** - None
13. **Clerk/Treasurer Opitz**
  - a. **Consider and Act on New Operator License Application for Emelia Kreblin** – Supervisor Koepke made the motion to approve the new operator license application for Emelia Kreblin. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
14. **Approve Vouchers and Checks.** – Supervisor Largent made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann’s review. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

#### **CLOSED SESSION**

**The Board will enter, by roll call vote, 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 (Deputy Treasurer).**

Roll Call Vote:                      Chaiman Hultquist: aye  
   Supervisor Husak; Absent/Excused  
   Supervisor Largent; aye  
   Supervisor Koepke; aye  
   Supervisor Roelandts; aye

15. **Adjourn.** – Supervisor Roelandts made the motion to adjourn at 7:00 PM. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –  
Lori Opitz  
Clerk/Treasurer