

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**October 7, 2013**

Chairman Robert C. Hultquist called the meeting to order at 6:00 PM. Supervisors present included John Koepke, 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 September 16, 2013 Town Board Meeting, September 13, 2013 Special Town Board Meeting and September 25, 2013 Special Town Board Meeting:** Supervisor Roelandts made a motion to approve the minutes as presented. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

**Correspondence:** None

**Comments from the Floor on Agenda items or any other items:** Rick Parra of N73W36278 South Shore Drive requested an update to the right-of way issue and some trees that may or may not be n his property. Attorney Chapman stated that he will have an update at the October 21<sup>st</sup> meeting; research is still being completed on the right-of-way issue.

Kurt Ludwig of N85W38050 North Street expressed that he is in favor of the assessor's plat for the Monterey area.

**OLD BUSINESS:**

- 1. Update Board on Larry Frahm Utility Assessment Refund:** Clerk/Treasurer Lesser informed the board that there was a reduction in the amount approved to refund Larry Frahm. There was a refund in 2010 for the 2009 annual utility payment that appeared on the tax bill. The amount refunded was reduced by that annual payment.

**NEW BUSINESS:**

- 1. Consider and Act on Promoting Jason Laatsch from Part-time to Full-time status:** Public Works Superintendent Owen Salzman introduced Jason Laatsch and explained that Jason has been working part-time for the highway department and that he will make a great addition to the department. Supervisor Roelandts made a motion to approve the promotion of Jason Laatsch to full-time status. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
- 2. Lake Country Municipal Court Judge Timothy Kay to Present Year in Review:** Judge Tim Kay was present to explain his report. Judge Kay also stated that the 2014 budget is approximately \$1,000 more than 2013, and that municipal court has been updating many of the resources available to the defendants of the court. Judge Kay stated that the board should be proud of the officers of the town, they are courteous, are gentleman even to the defendants.
- 3. Consider and Act on Changes to West Lake Drive Project:** Administrator/Planner Herrmann stated that the project has changed and asked Craig Donze to attend the meeting to explain where the town is at in the project. Mr. Donze stated that the design portion of the project is at 60% completed, and at this point this is the end of the design phase for WDOT. The terminology being used in the project has caused some confusion, the WDOT refers a resurface job is an overlay of the existing asphalt or remove a layer and then replace it. The town has been referring to the project as a resurface and meaning a complete reconstruction

of the road. In the Trans75 requirements a project like reconstruction of West Lake Drive would need to have sidewalks and a bike lane, the town has confirmed that this is not something that they want but central office of the WDOT is pushing for a complete replacement which would include the bike lane and sidewalks the entire length of West Lake Drive. Mr. Donze stated that he is working on putting together a cost estimate of the options. Supervisor Koepke questioned when that list will be presented to the board, Craig Donze said he can have it ready for the next meeting. This item was postponed to the next meeting. Chairperson Husak selected to move to item #7 of the agenda.

4. **Consider and Act on Options for Supervisor #4 Seat on the Town Board:** Attorney Chapman explained that he researched the state statutes for guidance and submitted his findings to Chairman Hultquist and Administrator/Planner Herrmann via email. Chapman also stated that he asked Clerk/Treasurer Lesser to contact the Town's Association for guidance and has responded that the town has three options. The board and the clerk can appoint an individual to fulfill the remainder of the term (to April of 2015), the board and clerk can appoint an individual to fulfill the position until a special election can be held (April of 2014), or they can choose to leave the position empty until the 2015 election. Attorney Chapman stated that the statutes don't give guidance on appointing an individual. Chairperson Husak stated that he would like the entire board to have a copy of the emails giving clarification as to options. This item was postponed to the next board meeting.
5. **Consider and Act on Assessor Plat for Monterey:** Administrator/Planner Herrmann explained that in the packet there was a summary sheet of the submitted bids to complete the assessor's plat for the Monterey area. There was discussion as to allowing annual installment payment to be placed on the tax roll. This item was postponed to the next board meeting.
6. **Consider and Act on Resolution to Reduce the Platted Right-of-Way on Lake Street to 35 Feet from Elm Avenue to Okauchee Lake:** Administrator/Planner Herrmann explained that the last resolution was incorrect. Supervisor Roelandts made a motion to approve the resolution reducing the platted right-of-way on Lake Street to 35 feet from Elm Avenue to Okauchee Lake. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on Class B Retail Alcohol License Application for La-Plaza-Authentic Mexican Cuisine, LLC; N50W34959 Wisconsin Ave., Rose Mary Alvarado-Agent:** Supervisor Roelandts made a motion to approve the license application for La-Plaza LLC. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote. Chairperson selected to move back to item #4 of the agenda.
8. **Consider and Act on Purchasing Tax Foreclosure Property Known as Tax Key OCOT 0552.993.008:** Administrator/Planner Herrmann explained that the property was located behind Auto Connectionz. Herrmann asked if Chief Wallis or Superintendent Salzman were interested in the property and both declined. Herrmann stated that this was a property that the town probably didn't need. Supervisor Roelandts made a motion to approve the purchase of the foreclosed property owned by Waukesha County. Supervisor Koepke seconded the motion. Motion was denied unanimously.
9. **Consider and Act on Special Event Application for Bucky's Grand opening to be held at Bucky's Lakeside at N51W34950 Wisconsin Avenue on Saturday, October 26, 2013; 12:00 pm to 11:00 pm:** Chief Wallis stated that this event follows the same style as to when Dock of the Bay would hold the event and recommended approval. Supervisor Koepke made a motion to approve the special event application for Bucky's Lakeside. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
10. **Supervisor Reports**
  - a. **John Koepke:** Nothing
  - b. **Brian Wiemer-Resigned** September 17, 2013.
  - c. **Janis Husak:** Nothing
  - d. **John Roelandts:** Nothing
11. **Attorney Chapman:** Nothing
12. **Public Works Superintendent Salzman:** Nothing

**13. Chief Wallis:** Nothing

**14. Administrator/Planner Herrmann**

- a. **Update on Town Zoning Code:** Administrator/Planner Herrmann handed out information on proposed legislation and indicated that there is a lack of communication between the County and the Towns. Attorney John Macy conducted a lengthy review of the legislation and explained that it gives town's an option out of County zoning but also creates a process to accomplish it. Herrmann stated that the County wants accuracy in the development plan.

**15. Clerk/Treasurer Lesser**

- a. **Consider and Act on New Operator License Application for Pamela Duane, Blythe Coy, and Renewal Operator License Applications for Kayla Millspan-Hartrich:** Supervisor Roelandts made a motion to approve the submitted operator license applications subject to the approval of Chief Wallis. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

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

**17. Adjourn:** Supervisor Roelandts made a motion to adjourn at 7:07 pm. Seconded by Supervisor Koepke. Motion carried by unanimous voice vote.

Respectfully submitted,

Jo Ann Lesser, WCMC  
Clerk/Treasurer