

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS
REGULAR TOWN BOARD MEETING MINUTES**

February 2nd, 2015

Chairperson Robert C. Hultquist called the meeting to order at 6:00 p.m. Supervisors present included Jan Husak, John Roelandts, John Koepke and Terry Largent. Also in attendance included Attorney Bill Chapman, Police Chief James Wallis, Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Lori Opitz; Public Works Superintendent Sam Salzman had an excused absent. See attached sign in sheet for additional attendees.

Those present stood to recite the Pledge of Allegiance

Correspondence – None

Approve Minutes from January 19th, 2015 meeting. – Supervisor Husak made a motion to approve the January 19th, 2015 minutes as presented. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

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

Tommi Coppinger, N52W35147 W Lake Drive, questioned line item #9 on the agenda and what it was pertaining to for the West Lake Drive project.

OLD BUSINESS:

1. **Consider and Act on the 2015 Community Insurance Corporation policy for the Town of Oconomowoc** – Administrator/Planner Herrmann stated that he just received information this afternoon regarding this line item and would like the Board members to review their copies that they just received and this item will appear on the next agenda after everyone had time to review.
2. **Consider and Act on Placement of Address Signs where no location exists on the ground for installation** – Administrator/Planner Herrmann stated that the Town would not install the signs on the buildings because of liability reasons. He also stated that it would either be Lange or the homeowner that would have to install the sign. Supervisor Roelandts stated he was concerned if the homeowner would be responsible to install the sign; the sign might not get installed and would prefer if Lange would be responsible for it. Administrator/Planner Herrmann showed the Board the sizes of the brackets and the costs for the brackets. Supervisor Husak made the motion to approve the smaller brackets and have Lange install the signs on the buildings. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

NEW BUSINESS:

1. **Consider and Act on Establishing 2015 Sewer Service Charges** – Administrator/Planner Herrmann stated that he is having Mark Mickelson from SHE, formerly Yaggy Colby, do a study regarding this and he will present this line item on the next agenda.
2. **Consider and Act on Resolution 2015-1 amending the 2015 adopted budget for the Town** – Administrator/Planner Herrmann stated that the budget originally had \$12,000 set aside for leasing the equipment for the Highway Department, however, taking the money out of the General Fund to pay for the equipment outright was cheaper than taking out a loan. Supervisor Roelandts made the motion to approve Resolution 2015-1 amending the 2015 adopted budget for the Town. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on special event application for Victor Gonzalez at the Okauchee Lions Park on Saturday, July 11, 2015** – Supervisor Husak asked Police Chief Wallis if he had any concerns regarding this application; Police Chief Wallis stated that he did not have any at this time, but if he did, he would report back. Supervisor Husak made the motion to approve the special event application for Victor Gonzalez at the Okauchee Lions Park on Saturday, July 11, 2015 with the approval of Police Chief Wallis. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on Ordinance 2015-2 to amend §5-2.A. and Section §5-4 of the General Code of the Town of Oconomowoc – Town Plan Commission Membership.** – Administrator/Planner Herrmann stated this is being done because there are Plan Commission Members that will be gone on vacation that might not allow the Plan Commission to have a meeting; with this change, it gives the Town Board the ability to temporarily appoint someone to the position. Supervisor Roelandts made the motion to approve Ordinance 2015-2 to amend §5-2.A. and Section §5-4 of the General Code of the Town of Oconomowoc – Town Plan Commission Membership. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

5. **Consider and Act on Ordinance 2015-3 to amend §44-2. of the General Code of the Town of Oconomowoc – Appointed Officials** – Administrator/Planner Herrmann stated this is being changed to allow the Board to appoint an appointed official for up to three years if they choose/desire. Supervisor Husak made the motion to approve Ordinance 2015-3 to amend §44-2 of the General Code of the Town of Oconomowoc – Appointed Officials. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on special event application for Lake Country Half Marathon at Crosspoint Community Church on Sunday, September 5th, 2015** – Supervisor Husak asked Police Chief Wallis if he had any concerns regarding this application; Police Chief Wallis stated they have applied for this application in the past and there has not been any issues with them. Supervisor Husak made the motion to approve the special event application for Lake Country Half Marathon at Crosspoint Community Church on Sunday, September 5th, 2015. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on Certified Survey Map for Kathy Frame-Dewar, 7320 NW 21st Street, Ocala, FL 34482 for a parcel being all of Lot 2 of CSM #9399; also part of the SW ¼ of the SW ¼ of Section 5 and all of the NW ¼ of the NW ¼ and part of the SW ¼ of the NW ¼ of Section 8, all in T8N, R17E, Town of Oconomowoc, Waukesha County, Wisconsin** – Administrator/Planner Herrmann stated that he is recommending to the Board the approval of the CSM. Supervisor Roelandts made the motion to approve the Certified Survey Map for Kathy Frame-Dewar, 7320 NW 21st Street, Ocala, FL 34482 for a parcel being all of Lot 2 of CSM #9399; also part of the SW ¼ of the SW ¼ of Section 5 and all of the NW ¼ of the NW ¼ and part of the SW ¼ of the NW ¼ of Section 8, all in T8N, R17E, Town of Oconomowoc, Waukesha County, Wisconsin. Supervisor Husak seconded the motion. Motion Carried by unanimous voice vote.
8. **Discussion regarding February, March and April Town Board meetings** – Administrator/Planner Herrmann asked Supervisor Roelandts if he could Chair the February 16th and the March 2nd meetings because Chairman Hultquist and Supervisor Husak would be absent for those meetings. He also stated that there would be no Town Board meeting April 6th due to an election being held on April 7th
9. **Consider and Act on Acquisition Service Contract for W. Lake Drive** – Administrator/Planner Herrmann stated he is recommending to the Board approval for the Highland Group to be hired to prepare appraisals and acquire certain portions of property and or variances on properties to help in the start/completion of the W. Lake Drive project. Supervisor Roelandts made the motion to approve the contract. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
10. **Chairman Hultquist.** – Nothing to report
11. **Supervisor Reports**
 - a. **John Koepke** – spoke briefly regarding the W. Lake Project
 - b. **Jan Husak** – Nothing to report
 - c. **John Roelandts** – Nothing to report
 - d. **Terry Largent** – Nothing to report
12. **Attorney Chapman** – Nothing to report
13. **Public Works Superintendent Salzman** – Excused absent
14. **Chief Wallis** – Nothing to report
15. **Administrator/Planner Herrmann**
16. **Clerk/Treasurer Opitz** –
 - a. **Consider and Act on New operator licenses for Dylan Bratz, Tasha Jochman, and Justin Wempe** – Supervisor Husak made the motion to approve the new operator licenses for Dylan Bratz, Tasha Jochman and Justin Wempe. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
17. **Approve Vouchers and Checks** – Supervisor Largent made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
18. **Adjourn** – Supervisor Roelandts made the motion to adjourn at 6:32 p.m. Supervisor Husak seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer