

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

February 1st, 2016

5:15 P.M. – CLOSED SESSION

The Board will enter, by roll call vote, into Closed Session pursuant to State Statute 19.85 (1)(g); conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely become involved (Border Agreements)

Supervisor Roelandts made the motion and Supervisor Koepke seconded to go into Closed Session. Voice vote was taken: Chairman Hultquist, aye; Supervisor Koepke, aye; Supervisor Rutkowski, aye; Supervisor Largent, aye; Supervisor Roelandts, aye. Motion carried.

Supervisor Largent made a motion and Supervisor Largent seconded to exit Closed Session and reconvene into Open Session. Voice vote was taken: Chairman Hultquist, aye; Supervisor Koepke, aye; Supervisor Rutkowski, aye; Supervisor Largent, aye and Supervisor Roelandts, aye. Motion carried unanimously. Closed Session exited at 5:52 p.m.

SPECIAL ORDER OF BUSINESS – 6:00 P.M.

Public Hearing will be conducted by the Town of Oconomowoc Town Board on Monday, February 1, 2016 beginning at 6:00 p.m. at the Town of Oconomowoc Town Hall, W359N6812 Brown Street Oconomowoc, Wisconsin to consider the Special Assessment Charge of Approximately \$29,000.00 for the Village of Monterey Assessor's Plat located in the E ½ of Section 8 and the W ½ of Section 9, T8N, R17E, Town of Oconomowoc

Chairman Hultquist called the public hearing to order at 5:58 p.m.

Administrator/Herrmann stated that he had given the Town Board a spreadsheet that shows the total costs of the Monterey Assessor's plat which amounted to \$28,335.80 which included publishing, posting, engineering, etc. but it did not include his time or clerk's office time in completing the project or send out notices. He stated he took off \$2,500 off the total for the Town properties and figured out the total of each properties assessment by taking the assessed value of the property and dividing it by the total cost.

Supervisor Roelandts stated he would like to see an additional \$5,000 to come off the total – to make it a total of \$7,500 that the Town would pay.

Supervisor Koepke stated he felt it would be appropriate to take the \$7,500 off the total that the Town would pay; he did not want to see the residents have to pay for the publishing fees and some of the other Town costs.

Administrator/Planner Herrmann stated that he would re-do the figures by taking the \$7,500 off the grand total and taking that total and dividing it by the assessed value of each property to get each properties special assessment charge.

Administrator/Planner opened up the hearing to public comments.

Pete Heinrich, N83W37888 Division Street, was wondering how the special assessment was going to be charged; if it was going to be a one-time charge or broken up in installments; he stated 2 or three years would be fair.

Chairman Robert C. Hultquist closed the public hearing at 6:08 p.m.

Chairman Robert C Hultquist called the meeting to order at 6:08 p.m. Supervisors present included John Koepke, Terry Largent, John Roelandts and Rosie Rutkowski. Also in attendance included Attorney Bill Chapman, Police Chief James Wallis, Public Works Superintendent Sam 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

Correspondence – None

Approve Minutes from January 18th, 2016. – Supervisor Koepke made the motion to approve the January 18th, 2016 minutes as presented. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

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

My Ubl, N67W34613 C.T.H K, stated his concerns regarding the area he use to take on his snowmobile to get access on or around the lake that is no longer there for him to do.

NEW BUSINESS:

1. **Consider and Act on establishing the special assessment charge for the property owners for the Village of Monterey Assessor's Plat:** - Administrator/Planner Herrmann stated that during the public hearing the Board talked about taking the full cost of the Monterey Assessor's Plat and taking \$7,500 off for the Towns portion and then dividing that with assessed value to get the cost per parcel; he currently stated it would average about at \$550 per parcel depending on the property assessed value; the higher the assessed value the higher the special assessment will be. Supervisor Roelandts made the motion to approve the special assessment charge for the property owners for the Village of Monterey Assessor's plat with a charge of roughly \$550 per household to be paid for/assessed over three years with no interest. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on My Ubl Letter regarding Snowmobiles.** - After considerable discussion the Board had regarding this issue Chairman Hultquist asked Mr. Ubl to design a route and a plan regarding the use of snowmobiles and bring it back to the board for further discussion. This item will be placed on a future agenda after Mr. Ubl designs a route and plan for snowmobiles in the Town so the Board can possibly act on.
3. **Consider and Act Resolution 2016-2 for the Mapleton Community Center Improvements.** - Supervisor Koepke made the motion to approve Resolution 2016-2 for the Mapleton Community Center Improvements. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on 2016 Fee Schedule for the Town of Oconomowoc.** - Clerk/Treasurer Opitz stated the only changes was the Planner fees went from \$93.00 to \$95.00 per hour and the Community Center rental only stated only one fee instead of showing the fee separate as Non-Resident and Resident fee and the deposit fee for both was wrong. Supervisor Roelandts made the motion to approve the 2016 Fee Schedule for the Town of Oconomowoc. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
5. **Discussion regarding the February 15th Town Board Meeting.** - Administrator/Planner Herrmann stated there would not be a board meeting on February 15th because the Town Hall would be set up for the Primary Election that will be held on Tuesday, February 16th and stated it would be hard to have a Board meeting at that time but stated the Plan Commission will be having a meeting on Thursday, February 18th because of public hearing and if necessary the Town Board could have a meeting on that day if items would appear that deemed important to have a meeting.
6. **Consider and Act on Resolution for Endorsement of the Comprehensive Economic Development Strategy (CEDS) for Southeastern Wisconsin: 2015-2020.** - Administrator/Planner Herrmann stated this was not necessary for the Board to approve or endorse, but could show that they support Comprehensive Economic Development Strategy (CEDS) for Southeastern Wisconsin. Supervisor Roelandts made the motion to support the Comprehensive Economic Development Strategy (CEDS) for Southeastern Wisconsin, but not endorse it. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on Certified Survey Map for Lawrence Tetzlaff, to create a 3.00 acre parcel of land in the S ½ of the NW ¼ of Section 22, T8N, R17E, located at N68W36754 C.T.H. K:** - Administrator/Planner Herrmann stated that the Board previously approved this back in 2013, however, time has expired because of some issues with the County and the applicant is looking approval for continuation of the CSM. Supervisor Koepke made the motion to approve the Certified Survey Map for Lawrence Tetzlaff, to create a 3.00 acre parcel of land in the S ½ of the NW ¼ of Section 22, T8N, R17E, located at N68W36754 C.T.H. K. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on holding tank agreement for Peter Klein, W352N5348 Lake Drive, for property described as Lot 3, Block A, Plat No 2, SE ¼ N ¼ S35 T8N R17E, Town of Oconomowoc, Waukesha County:** - Supervisor Roelandts made the motion to approve the holding tank agreement for Peter Klein, W352W5348 Lake Drive, for the property described as Lot 3, Block A, Plat No 2, SE ¼ N ¼ S35 T8N R17E, Town of Oconomowoc, Waukesha County, Wisconsin. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on amendment to agreement with Pat Johnson/Rick Eckert on land purchase** - Chairman Hultquist explained there was an agreement with the owner of the property and the project manager of the West Lake Drive project that the Town was going to take ownership/buy the property to put the retention pond in for the West Lake Drive project, however, because there was a delay in the processing of the certified survey map by the owner the town did not technically have ownership of the property the time the retention pond went in. The owner then sought rent and others from the Town for the retention pond being on the property before the Town had ownership. Chairman Hultquist stated after considerable discussion, the owner agreed to \$4,000 extra for the retention pond being on the property before ownership had changed. Supervisor Rutkowski made the motion to approve the amendment to the agreement with Pat Johnson/Rick Eckert on the land purchase. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
10. **Chairman Hultquist:** - Nothing to report
11. **Supervisor Reports**
 - a. **John Koepke:** - Nothing to report
 - b. **Rosie Rutkowski:** - 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**: - Nothing to report
- 14. **Chief Wallis**
 - a. **Consider and Act on Chris Claus and Kristen Wraalstad to attend the DNR State Wide Water Patrol Class on March 30th at the Heidi House in Green Lake.** – Supervisor Roelandts made a motion to approve Chris Claus and Kristen Wraalstad to attend the DNR State Wide Water Patrol Class on March 30th at the Heidi House in Green Lake. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
- 15. **Administrator/Planner Herrmann**: - Nothing to report
- 16. **Clerk/Treasurer Opitz** –
 - a. **Consider and Act on new operator's licenses for Joseph Lauerman, Russel Paar, Debra Rogers and April Kelly.** – Supervisor Roelandts made the motion to approve the new operator's licenses for Joseph Lauerman, Russel Paar, Debra Rogers and April Kelly. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
- 17. **Approve Vouchers and Checks**: - Clerk/Treasurer Opitz stated there were some late arriving invoices that came in the afternoon that will need to be paid the next day that were not on the check/voucher list for the Boards approval; she stated the two that stood out were WE Energies and Ewald (for a new squad car) and wanted to get the Boards approval for the disbursements. Supervisor Largent made a motion to approve vouchers and checks and the additional expenditures subject to Administrator/Planner Herrmann's approval. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
- 18. **Adjourn**: - Supervisor Roelandt's made a motion to adjourn at 6:39 p.m. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori L Opitz, WCMC
Clerk/Treasurer