

TOWN OF OCONOMOWOC BOARD OF SUPERVISORS  
REGULAR TOWN BOARD MEETING MINUTES

August 21st, 2017

Chairman Robert C Hultquist called the meeting to order at 5:58 p.m. Supervisor present included John Roelandts, John Koepke, Rosie Rutkowski and Terry Largent. Also in attendance were Attorney Bill Chapman, Police Chief James Wallis, Highway Superintendent Sam Salzman, Building Inspector Mike Sindorf, Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Lori Opitz. For additional attendees please see the sign in sheet.

Those present stood to recite the Pledge of Allegiance.

**Correspondence** – None

**Approve Minutes from August 7<sup>th</sup> regular meeting.** – Supervisor Rutkowski made the motion to approve the August 7<sup>th</sup>, 2017 regular meeting 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.**

Keith Keller, 9371 Brown Street, stated he has had a problem with the neighbor, Rich King, with his temporary fence and was told about two years ago that the fence would be down; however, it is still up.

Mike Sindorf, the Building Inspector, stated he told the Keller's he would go to the area and inspect to see if there are any violations.

Chairman Hultquist stated this seems to be more of neighbor's fighting than anything else and the Board does not get involved in situations like this and it would need to be resolved through neighbors, not the Town, unless there is a violation.

Karen Keller, 9371 Brown Street, stated they were asked by the Building Inspector and Chief to wait and come back in a year if things hadn't improved.

Mike Sindorf, the Building Inspector, stated there was nothing said like that to the Keller's, but stated to them he would go inspect the situation when he was in the area.

Chairman Hultquist stated he would like the Building Inspector to inspect when he has a chance and if there is any kind of violation, he should let the Board know, but for right now, it seems to be neighbor's fighting and they will need to resolve the issues on their own.

**OLD BUSINESS:**

1. **Consider and Act on the lighting for the round-a-bout.** – After considerable discussion by the Board, Supervisor Koepke made the motion to approve the oval lighting for the round-a-bout. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on Town's Lot on Mary Lane.** – After considerable discussion by the Board, the Board stated they would like Attorney Chapman to do a little more research on the subject and have Highway Superintendent Salzman put a for sale sign on the lot. Supervisor Roelandts made the motion to have Attorney Chapman to a little more research on the property and have Highway Superintendent Salzman put a for sale sign up with the contact number for the Town. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on 3-year Contract agreement with Grota Appraisals.** – The Board decided to table this line item until the next meeting so they could talk to a representative from Grota regarding the contract agreement.
4. **Consider and Act on St. Matthew's request to use the Town Hall as a safe evacuation location in the event of an emergency.** – A member of St. Matthew's was present to explain that are looking for a safe evacuation for about a year and then after the year they would be looking to use Meadowview as the safe evacuation location. After a brief discussion by the Board, Supervisor Roelandts made the motion to have St. Matthew's use the new DPW Building as a safe evacuation location in the event of an emergency. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on salary increases for the Blackhawk Sanitary District Commissioners.** – After a brief discussion by the Board, Supervisor Roelandts made the motion to take no action on this line item at this time until a Blackhawk Sanitary District Commissioner could be present to discuss this further. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

## **NEW BUSINESS:**

1. **Consider and Act on Invoice from Greeb Excavating in the amount of \$18,585.00 for razing the house located at N55W37069 Roland Street.** – Attorney Chapman stated that he would be designing a letter to give to the bank who owns the house that they have a short period of time to reimburse the Town for these charges or the charge will be special assessed on the this year's tax bill. Supervisor Rutkowski made the motion to approve the invoice from Greeb Excavating in the amount of \$18,585.00 for the razing of the house located at N55W37069 Roland Street and have Attorney Chapman create a letter to the bank for reimbursement of these charges and if no payment is made, it would be assessed on the tax bill. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on Permanent Weight Limit on Chaffee Road.** – After considerable discussion by the Board and Administrator/Planner Herrmann, the Board asked Attorney Chapman to do a little more research on this line item and bring the information back to the Town Board to review regarding this line item and possibly act on – on a future meeting
3. **Consider and act on Repairs to West Lake Drive Sidewalk at Bridge next to Foolery's.** – Highway Superintendent Salzman stated the repairs were in the budget for this year. Currently it would cost \$950 to fix the area and even out the sidewalk, but it would not include the concrete. Supervisor Roelandts made the motion to approve the repairs to West Lake Drive Sidewalk at the Bridge next to Foolery's. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on Landscaping by historic sign near roundabout in Okauchee.** – Highway Superintendent Salzman stated there is a lot of work to be done and cleanup is very much needed in the area and the department does not have the time to do it all, but could clean-up the area by the old Pauline's but anything after that would have to be contracted out. Supervisor Roelandts made the motion to approve the highway department to clean up the area by the old Pauline's, but asked Highway Superintendent Salzman to get quotes for the rest of the clean-up and present that to the Board during budget time. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on the Purchase of two (2) New Trucks for DPW – 2017 Ford F-550 Super Duty - \$48,018.00 and a 2018 Chevrolet Silverado Fleet Truck - \$29,405.00.** – Highway Superintendent stated they have been budgeting/putting money aside for a couple of years for the purchase these new trucks and would like to get Board approval to finally purchase them. Supervisor Rutkowski made the motion to approve the purchase of the 2017 Ford F-550 Super Duty for \$48,018.00 and a 2018 Chevrolet Silverado Fleet Truck for \$29,405.00. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on Proposed Use of Contingency Funds for New DPW Building.** – Highway Superintendent Salzman stated there has been contingency fund set up in the amount of roughly around \$70,000 for the new DPW building for change orders that may come up during the process, however, he stated the Town is now facing having to use a good chunk of that contingency fund for work that needs to be done that MSI never got prices for a the start of the design process. After considerable discussion by the Board, the Board agreed they need MSI to come in explain how important work to complete the new building was not out there from the start so that competitive bids could be given and how this could have slipped through the process and not have been noticed. This line item will appear on the next agenda so that MSI could give the Board a full explanation.
7. **Consider and Act on Proposed Change Order No. 1 for New DPW Building.** – Administrator/Planner stated the change order amounted to \$2500 in changes and both he and the Highway Superintendent see no issues with the changes. Supervisor Koepke made the motion to approve the proposed change order for the New DPW Building. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
8. **Chairman Hultquist.** – Nothing to report
9. **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
10. **Attorney Chapman.** – Nothing to report
11. **Public Works Superintendent Salzman.** – Nothing to report
12. **Chief Wallis.** – Nothing to report
13. **Administrator/Planner Herrmann.** – Nothing to report
14. **Clerk/Treasurer Opitz –**
  - a. **Consider and Act on New/Renewal operator Licenses for Emily Akin, Emily Skoney, Amanda Wallis, Kristen Ylvisaker, Laura Vanderwaal, Chloe Dent, Eric Zunke, April Fossum and Amy Rankin.** – Clerk/Treasurer Opitz stated that all of the licenses have been approved by Chief Wallis. Supervisor Koepke made the motion to approve the New/Renewal operator licenses for Emily Akin, Emily Skoney, Amanda Wallis, Kristen Ylvisaker, Laura Vanderwaal, Chloe Dent, Eric Zunke, April Fossum and Amy Rankin. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.

15. **Approve Vouchers and Checks.** – Supervisor Largent made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann’s approval. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.
16. **Adjourn.** – Supervisor Roelandts made a motion to adjourn at 6:38 p.m. Supervisor Rutkowski seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –  
Lori Opitz, WCMC  
Clerk/Treasurer