

OTTAWA TOWN BOARD

Meeting Minutes – September 8, 2014

Chairman Arrowood called the meeting of the Ottawa Town Board to order. Roll call attendance was taken, and Town Supervisors Rupp and Jones were present. Supervisors Goodchild and Casper were absent.

Town Planner Sandy Scherer prepared a memorandum for the Town Board members, regarding a request for waivers from Patricia Kusik. It said that the Plan Commission reviewed the conceptual request from Ms. Kusik to combine her two parcels. As part of that review, the Plan Commission recommended approval of a request to waive the Preliminary CSM to the Town Board, as Ms. Kusik is simply combining her two parcels. The petitioner should be advised that by requesting to waive the review of the Preliminary CSM, the Town Engineer will not be reviewing the CSM until the Final CSM review stage. This means the Final CSM submittal will be the first opportunity for the Town Engineer to review the CSM and that there may be a number of changes that will need to be made to the CSM at that time based on his comments.

Planner Scherer's Report listed the following three items as action items for the Plan Commission.

1. Since this is a land combination, it is common to receive a request to waive the Preliminary CSM. The petitioner has made such a request. The petitioner should note that, since the Town Engineer only reviews conceptual maps such as this upon request, and that request has not been made by the petitioner, if the Preliminary CSM submittal is waived, the Town Engineer's only opportunity to conduct a review of this CSM will be at the Final CSM submittal stage, and his comments will have to be addressed at that time in order to receive approval of the CSM.
2. Utility easements, as required by the Town of Ottawa Land Division and Development Ordinance and the Town Engineer, shall be shown on the Final CSM unless waived by the Town. An overhead utility easement has been shown on the CSM.
3. The Ordinance requires non-sewered lots to be no less than 150' in width and no less than 40,000 square feet in area. However this is an existing situation and the zoning only requires 20,000 square foot lots, with 120' in width. Therefore, a waiver is recommended.

Planner Scherer recommended approval for items #1 and #3. She would like to revisit #2 after the Town Engineer has had an opportunity to review the CSM.

Supervisor Jones made a motion to approve waivers for items #1 and #3 of the Planner's report. Supervisor Rupp seconded the motion and it carried.

Planner Scherer asked if the Board would assign addresses, or at least post signs on the three public lake accesses on Pretty Lake, and one private access owned by the Pretty Lake Protection and Rehabilitation District. Waukesha County would like to incorporate that information into

their GIS (Geographic Information Systems). Supervisor Rupp made a motion to add addresses to four access points on Pretty Lake. Supervisor Jones seconded the motion and it carried.

Deputy Chief Tim Meyer was present for an update on the Dousman Fire District's activities. He said that they are working on their 2015 budget. He informed the Board that they have written a FEMA grant for digital radios. They are including \$158,000.00 in their budget for the purchase of the radios. They will need the radios regardless. They have not been approved for or denied the grant money yet.

Deputy Chief Meyer reminded the Board that they will have to replace Dave Connell as a representative of the Town of Ottawa on the Dousman Fire Commission.

After review, Supervisor Jones made a motion to accept the Treasurer's monthly activity report as submitted. Supervisor Rupp seconded the motion and it carried.

After review, Chairman Arrowood accepted the Building Inspector's monthly activity report as submitted.

After review, Chairman Arrowood accepted the Town Engineer's monthly report as presented.

Chairman Arrowood reported that the Town of Ottawa's portion of the 2015 Road Program/TRIP project is estimated to be \$144,261.00, less the grant money. He would like to have chip seal applied. He will talk to Scott Construction to get an estimate. He would like to add the section of Waterville Road from CTH ZZ to Piper Road to the project. That section of road was paver patched earlier this year. He thought that the abrasiveness of the chip seal might help the condition of the road, as it is hilly and curvy. Chairman Arrowood said that he would talk to the Village of North Prairie to ascertain if they are interested in collaborating with the Town of Ottawa to pave the section of Piper Road they share, east of Waterville Road.

Attorney John Macy sent the Town Board a letter dated July 28, 2014. In it, he advised the Board regarding 2013 Wisconsin Act 280 which places significant limits on the financial guarantee that can be required by municipalities for development projects. He outlined several recommendations in the letter, including a recommendation that our ordinances be amended. He included with the letter, the form of the surety bond that would be required if the developer insists on providing the financial guarantee in the form of a bond.

Supervisor Rupp made a motion authorizing Attorney Macy to proceed with amending our existing ordinances and move forward with the form of the performance bond. The motion was seconded by Supervisor Jones, and carried.

Supervisor Jones made a motion to approve requests for Operator's licenses to the three people that will be serving at the North Face Endurance Challenge on September 13 and 14, 2014, at Ottawa Lake State Park as follows: Casey Hushon, Thomas Schiessl, and Heather Lyn Lipusch. The motion was seconded by Supervisor Rupp and carried.

There were no announcements.

Under public comment, Supervisor Rupp said that the damage on Holland Court has still not been repaired.

Supervisor Jones made a motion to approve the minutes from the meeting held on August 11, 2014 as presented. The motion was seconded by Supervisor Rupp and carried.

Supervisor Rupp made a motion to pay the bills as listed, in addition to payments to Cardmember Services and John's Disposal when their invoices arrive, and payroll and associated withholding checks to M Klein and L Geyman. The motion was seconded by Supervisor Jones and carried.

Supervisor Jones made a motion to adjourn. The motion was seconded by Supervisor Rupp and carried.

Respectfully submitted, Melissa M. Klein, WCMW, Clerk/Treasurer, Town of Ottawa