

OTTAWA TOWN BOARD Meeting Minutes – March 9, 2015

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

As Dousman Fire District Chief Steve Totzke has resigned, Deputy Chief Bob Leonard, who is serving the District as interim Chief, was present to update the Board members on department activities. He said that they responded to 237 calls through February. The shared services program with the City of Oconomowoc is working very well so far.

The District hired a part-time Firefighter/Paramedic. Interim Chief Leonard said that internal applicants for the Chief's position were being reviewed. The Board thanked him for his time.

A Waukesha County Sheriff's Department Deputy was present. No one had questions for him.

The Town's accountant, Howard Jeanson, was present to explain the proposed 2014 budget amendments. Supervisor Rupp made a motion to approve the 2014 budget amendments as proposed. Supervisor Goodchild seconded the motion and it carried.

Mr. Jeanson explained that at the Annual Meeting in 2014, there was talk about taking \$5,940.00 out of the Park investment account, to pay back the General fund, for the purchase of the iron curtain that was installed at the Park in 2013. The money in the Park investment account can be used for capital improvements. Subsequently, the Clerk transferred the money from the Park to the General fund. Mr. Jeanson asked the Board to take formal action on the transfer. Supervisor Goodchild made a motion to transfer funds from the Park fund to the General fund, in the amount of \$5,940.00, for the purchase of the iron curtain that was acquired in 2013 for Ottawa Park. The motion was seconded by Supervisor Casper and carried.

Chairman Arrowood explained that because there was no major road work done in 2014, the remainder of money that was budgeted and not spent went into the surplus fund. Mr. Jeanson wanted to know if the Board members wanted to show that money as being unassigned or earmarked for future use.

Supervisor Goodchild asked what the number was that they would like the fund to carry. What would be adequate? Mr. Jeanson suggested that he would like to see 20% - 25% of the next year's budget would be a good number to shoot for. He added that the road project scheduled for 2015 will cost approximately \$150,000.00 - \$170,000.00 plus engineering costs.

Supervisor Goodchild said that the State will not be adding any property to the Paradise Valley addition to the Southern Unit of the Kettle Moraine State Forest, as they do not have stewardship money available. He suggested partnering with Waukesha County and the Waukesha Land Conservancy to purchase conservation easements.

Supervisor Goodchild suggested that the Board could direct \$100,000.00 into the road fund. He said that we don't want to borrow money for a large road project in the future, so we could afford to put some money away now.

Supervisor Jones made a motion to transfer \$100,000.00 from the fund balance into the road fund, and to earmark \$10,000.00 from the fund balance to be put toward a future revaluation. The motion was seconded by Supervisor Rupp and carried.

Chairman Arrowood explained that for many years, the Clerk/Treasurer's salary and benefits has been considered a "package" deal. In 2014, the Clerk was able to go from married to single coverage regarding her health insurance benefit. As the Town did not have to pay as much toward her health insurance premium, her salary was increased. The bottom line remained the same. Howard Jeanson requested that the Board take action to clarify that what the Clerk was paid was all encompassing and appropriate.

Supervisor Casper made a motion to clarify that the Town Clerk's compensation package includes a salary, health, life, and long-term disability insurance, and retirement, for 2014 and subsequent years. Supervisor Rupp seconded the motion and it carried.

Supervisor Rupp made a motion to approve the Treasurer's monthly financial activity report as presented. The motion was seconded by Supervisor Casper and carried.

While reviewing the Engineer's monthly report, Supervisor Goodchild suggested that the Board create an official town map, to call out future park and cemetery land, and other land that the Town might be interested in. He asked the other Board members to look into an official Township map on the internet, to see what it is all about.

Chairman asked Supervisor Goodchild if he would be interested in chairing a committee. Supervisor Goodchild said that he would and that he wants to work with the Town Planner and Plan Commission. In the mean time, he will look into the benefits of creating an official town map.

Chairman Arrowood accepted the Engineer's monthly activity report as presented.

Supervisor Goodchild made a motion to approve the signing of the Joint Powers Agreement for the 9-1-1 County Emergency System for 2015 as presented. The motion was seconded by Supervisor Rupp and carried.

Supervisor Goodchild made a motion to table item #12 (Ordinance 3-15 – An Ordinance to amend sections 2.04, 9.01 and 9.07(C) of the Town of Ottawa Land Division and Development Ordinance regarding financial guarantees and related matters) on the agenda, and pass it along to the Plan Commission. The motion was seconded by Supervisor Rupp and carried.

Chairman Arrowood briefed the Board members on a little problem going on with charge backs of professional fees.

Chairman Arrowood disseminated materials on the bid tabulations for the Piper Road Rehabilitation Project.

The Clerk handed out information from the Assessor regarding County based assessments.

Under public comment, Ron Sonderhouse was present, and asked for support in the upcoming election. He is a candidate for a Circuit Court seat.

Supervisor Casper made a motion to approve the minutes from the meeting held on February 9, 2015 as submitted. The motion was seconded by Supervisor Rupp and carried.

Supervisor Rupp made a motion to approve the payment of bills as listed, in addition to payroll and associated withholding checks for M Klein and L Geyman and poll workers, and payments to We energies and Cardmember services when the invoices arrive. The motion was seconded by Supervisor Casper and carried.

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

Respectfully submitted, Melissa M. Klein, WCMC, Clerk/Treasure, Town of Ottawa