

## **OTTAWA TOWN BOARD**

### **Meeting Minutes – April 13, 2015**

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

Chairman Arrowood remarked, after reviewing the Treasurer's monthly status report, that the Town is doing excellent financially. He then accepted the report as presented.

Supervisor Casper arrived at 7:03 PM.

Chairman Arrowood accepted the Building Inspector's monthly status report as presented.

Chairman Arrowood accepted the Town Engineer's monthly activity report as submitted after review.

A Deputy from the Waukesha County Sheriff's Department was present. There were no questions for him.

Dousman Fire District Interim Chief Bob Leonard was present to update the Board members on department activities. He said that they have been very busy, and have responded to 402 calls to date. On April 4<sup>th</sup>, between 2:00 PM and 6:00 PM, they received seven calls and were able to handle them all. A lot of resources were used to control a recent 40-acre grass fire.

Chief Leonard said that as the State Road 67 construction project is in full swing, they have been working with the Wisconsin Department of Transportation, and dealing with all of the challenges.

Chief Leonard announced that after 45 years of service, he will retire on Tuesday, June 9, 2015. The Board members thanked him for his service to the community.

Howard Jeanson, the Town's accountant, representing Rotroff Jeanson and Company, was present. He was unable to attend the Annual Meeting later in the month, and wanted to go over the audited financial statements with the Board members. He thanked the Chairman for allowing him to attend the meeting.

Mr. Jeanson reviewed the financials, and answered questions from the Board members. The Board members thanked him for his time and efforts.

Anne Bretl was present, requesting permission for her and her husband to operate a slalom course with a ski jump on Pretty Lake this summer. They have been doing this for the last several years. The Town has heard no complaints about the Bretl's operation. Supervisor Goodchild made a motion to approve the request with the same conditions as listed in previous years, as shown below:

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1. The hours are limited to 11:00 A.M. to 6:00 P.M.
2. The four buoys must be removed every night.
3. The course cannot be in operation on the weekends and/or holidays.
4. The course is restricted to the west side of the lake.
5. The ski jump must be removed every night.

Supervisor Jones seconded the motion, and it carried.

Chairman Arrowood received a proposal from Scott Construction, Inc., for asphaltic chip seal surfacing for Burr Oak Lane, Moraine Oaks Court and a portion of Waterville Road as follows:

Burr Oak Lane - \$2,464.00

Moraine Oaks Court - \$4,413.00

Waterville Road (CTH ZZ to Piper Road) - \$15,623.00

Those areas will be paved over the summer in conjunction with the paving project the Town is involved in with the Town of Eagle. However, the Local Road Improvement Program project with the Town of Eagle is a separate contract. A portion of the Burr Oak paving will be paid by the Town of Eagle, and Chairman Arrowood is waiting to hear from the Village of North Prairie to see if they are willing to pay to pave the portion of Waterville Road that they maintain. If they do not want the work done, only the portion of Waterville Road that is maintained by the Town of Ottawa, south of CTH ZZ, will be paved. The Moraine Oaks portion of the project belongs solely to the Town of Ottawa.

Supervisor Casper made a motion to proceed with the Scott Construction Inc. estimate, and move ahead with all of the Town of Ottawa road areas mentioned. Supervisor Jones seconded the motion and it carried.

Chairman Arrowood explained that he had toured the Town Roads with a representative of Crack Filling Service Corporation. They marked up a map to show where work was needed this year. Supervisor Jones made a motion to approve spending up to \$25,000.00 on crack filling and road repairs with Crack Filling Service Corporation. The motion was seconded by Supervisor Goodchild and carried.

Town Clerk Melissa Klein explained that Waukesha County had recently sent out an intergovernmental agreement between Waukesha County and participating municipalities within Waukesha County to purchase new election equipment and software. The County is proposing to pay for two-thirds of the cost of the new equipment, and the Town is to pay for one-third of equipment and software costs within a three year period.

There has been a lot of discussion on this topic amongst municipal clerks recently. There are several municipalities that have purchased new election equipment very recently, and do not want to have to pay to purchase yet more equipment. When electronic tabulators were first introduced in Waukesha County, the county paid for 100% of the costs involved. It was

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something they wanted, so they paid for it. There are a lot of municipalities that are saying if the County wants new equipment, they should pay for 100% of the costs.

Clerk Klein said that she did not want the Board to take action on this item at this time because she felt that there would be more information received on the topic before the agreement has to be received by Waukesha County in May.

Supervisor Jones made a motion to table this item until the June meeting. The motion was seconded by Supervisor Casper and carried.

Supervisor Jones made a motion to adopt Ordinance #4-15, An Ordinance to create section 7.06 (5)(d) of the general ordinances of the Town of Ottawa regulating the parking of vehicles and specific "No Parking" zones within the Town of Ottawa municipal code. The motion was seconded by Supervisor Goodchild and carried.

Supervisor Casper explained that the sand bottom has moved and boats are unable to launch at the Pretty Lake public access that the Town of Ottawa maintains. He said that they own the land where dredged material could be stored, and he thought that the DNR will support a dredge.

Several DNR permits would be required as follows;

1. Permit to dredge
2. Permit to transport dredge material
3. Permit to stockpile dredge material

Supervisor Casper said that he had spoken to Rich Herr about the project. Mr. Herr said that he could do it for \$2,000.00 for the first day's work, and an additional \$1,600.00 per day for each additional day of work. Trucking costs would have to be added.

Supervisor Jones asked if the Pretty Lake Advancement Association would be interested in cost sharing. Supervisor Casper said that having the Town pay to have the work done is the best plan.

Chairman Arrowood asked how active the boat launch was, and whether or not it was used by Town residents also. Supervisor Casper said that it is used more than in the past as fishing has improved on the lake. He added that the Pretty Lake residents are in favor of the project.

Supervisor Goodchild suggested that Supervisor Casper talk to Doug Theine, as he may be willing to truck the material at no cost if he could keep the material.

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Supervisor Goodchild suggested that the Town complete the permit applications as it is Town property. He wondered if the Town would need professionals to aid with the application process. Supervisor Casper said that he did not think a third party was necessary, as the DNR said that they would be willing to help.

Supervisor Goodchild made a motion to approve moving forward with the Pretty Lake boat launch project – permitting and dredging, not to exceed \$5,000.00. Supervisor Jones seconded the motion. Supervisor Casper abstained from the vote. The motion carried.

Supervisor Jones made a motion to re-appoint Melissa Klein to the position of Clerk/Treasurer for a two-year term. Supervisor Casper seconded the motion and it carried.

There was no public comment.

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

Supervisor Casper made a motion to pay the bills as listed in addition to a payment to Cardmember Services when the invoice arrives, and additional payroll and tax withholding checks for L Geyman and M Klein. The motion was seconded by Supervisor Goodchild and carried.

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

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

This is a draft version of the minutes subject to Town Board approval.