

## **OTTAWA TOWN BOARD**

### **Meeting Minutes – September 12, 2016**

Chairman Arrowood called the meeting of the Ottawa Town Board to order at 6:55 P.M. Roll call attendance was taken and Supervisors Goodchild, Casper and Rupp were present. Supervisor Jones was absent.

The Town Chairman announced to all those present the fact that the Board intends to convene themselves in closed session at the end of the meeting, for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session pursuant to Section 19.85 (1)(e), Wisconsin Statutes; more particularly, to consider financial expectations and other bargaining positions for a possible inter-municipal consolidation of the Dousman Fire District with additional municipalities.

Additionally, while the Town Board remains in closed session, they will consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, requiring a closed session pursuant to Section 19.85 (1)(c), Wisconsin Statutes. The Town Board will review the Town Clerk/Treasurer's wage and benefit structure.

Chairman Arrowood read Resolution #9-16B, honoring Planning Commissioner Norman Hanson for his 35 years of service on the Ottawa Plan Commission. Chairman Arrowood also presented Commissioner Hanson with a plaque, commemorating his time here. Retired Commissioner Hanson said that the Town of Ottawa has something special, and he dedicated his time and effort to keep it special. He said that in his 35-year tenure, he only worked with two Town Chairmen. He added that it has been a pleasure. Supervisor Goodchild made a motion to approve Resolution #9-16B as presented. The motion was seconded by Supervisor Rupp and carried.

Supervisor Jones arrived at 7:00 P.M.

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

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

The Engineer's monthly report was reviewed. It said that a Groundwater Monitoring Program Report dated August 29, 2016 was received and will be reviewed. Payne and Dolan has not started mining below the water table yet. Engineer Powell suggested that they may not need to continue with their monitoring wells until which time they start to mine again. At the Plan Commission meeting, Commissioner Linda Weber had concerns with discontinuing monitoring wells at that site. Chairman Arrowood said that this item was not on the agenda, and could be addressed at another time.

Town Planner Sandy Scherer had prepared a memorandum regarding the Town of Ottawa Comprehensive Development Plan (CDP) amendment for Lad Lake/Heath. It said that earlier in the evening, the Ottawa Plan Commission met and held a public hearing in regard to the CDP amendment, and held discussion and action on the matter at their regular Plan Commission meeting. As the Plan Commission approved the request in accordance with the Planner Report and Recommendations, Planner Scherer recommended that the Town Board similarly approve the requested CDP amendment and adopt the attached ordinance. The ordinance is required by State Statute to be adopted by the Town Board in order to officially approve of the CDP amendment.

Chairman Arrowood said that the Town Attorney does not think that both the Town Board and Plan Commission can approve a CDP amendment on the same night. Planner Scherer disagreed. Supervisor Rupp made a motion to table this agenda item to October 10, 2016. Supervisor Jones seconded the motion and it carried.

Supervisor Rupp made a motion to table action on the next agenda item to October 10, 2016 – Ordinance 9-16, an ordinance to adopt a comprehensive development plan map amendment (Recommended land use plan map for the Town of Ottawa – 2035) pursuant to section 66.1001 of the Wisconsin Statutes. Supervisor Jones seconded the motion and it carried.

Planner Scherer had prepared a memorandum for the Board members regarding the Final CSM and request for waivers from Clyde and Lynn Chumbley. She said that prior to the Town Board meeting tonight, the Plan Commission reviewed the Final CSM and any further waiver requests. The Plan Commission approved the Final CSM, and Planner Scherer recommended that the Town Board do the same. Supervisor Casper made a motion to approve the Final CSM and necessary waivers for Clyde and Lynn Chumbley as recommended by the Ottawa Plan Commission and Town Planner, as conditioned. The motion was seconded by Supervisor Rupp and carried.

The Town Clerk explained that in the past, her health insurance included dental benefits. In 2015, the State separated medical and dental benefits. The only way to receive dental benefits now is by resolution. She asked that the Board approve the resolution to amend the existing employer option selection for the Wisconsin Public Employees Group Health Insurance program so that she can receive dental insurance benefits again in 2017. Supervisor Rupp made a motion to approve the resolution. Supervisor Casper seconded the motion and it carried.

Supervisor Casper reported that he attended a meeting with the School Section Lake Management District and discussed their request to amend Section 20.04 of the Town's General Code. Section 20.04 was created to address safety issues when the Management District dredged the lake many years ago as follows:

- (a) No boats shall be operated at a speed greater than slow, no wake, between the hours of sunrise and sunset.
- (b) No motor boats whatsoever shall be allowed to operate between the hours of sunset and sunrise.

Since the dredging project has been completed, Section 20.04 is no longer necessary. Supervisor Casper made a motion to eliminate Section 20.04 from Chapter 20 – Lakes and Beaches, of the

General Code of the Town of Ottawa. His motion was seconded by Supervisor Jones and carried.

Supervisor Rupp made a motion to establish Trick-or-Treat hours for this year on Sunday, October 30, 2016, from 4:00 P.M. to 7:00 P.M. Her motion was seconded by Supervisor Casper and carried.

The Town Clerk asked the Board for permission to hire someone part-time, to help with absentee voting. It is anticipated that ballots will be available by September 22<sup>nd</sup>. History would show that there will be a lot of voters requesting absentee ballots, particularly during the last two weeks prior to the election on November 8<sup>th</sup>. That will make getting anything else in the office done during that period highly unlikely. Part time-help would be greatly appreciated. Supervisor Jones made a motion to support hiring a part-time person for help with absentee voting, at the rate of \$12.00/hour. His motion was seconded by Supervisor Rupp and carried.

Supervisor Casper made a motion to approve a Temporary Class B retailer's license for the North Face Endurance Challenge event to be held in the Kettle Moraine State Forest on September 17<sup>th</sup> and 18<sup>th</sup>, 2016. The motion was seconded by Supervisor Goodchild and carried.

Supervisor Casper made a motion to approve Operator's licenses to serve beer at the North Face Endurance Challenge event to Timothy and Heather Kamentz. Supervisor Rupp seconded the motion and it carried.

There was no correspondence to discuss.

Supervisor Goodchild reported that an edger, leaf blower, and battery charger were stolen from the storage building next to the Town Hall. The Town Clerk filed a report with the Waukesha County Sheriff's Department.

Chairman Arrowood reported that someone from Kingdom Drive dropped off paint cans in the Town Hall parking lot before hours on a Saturday morning recently. He then drove over the paint cans and made quite a mess.

Supervisor Rupp reported that the Dekan property on Waterville Road has a sign at the edge of the road advertising grass-fed beef from their property. She made Waukesha County aware of it.

Supervisor Rupp made a motion to approve the minutes as presented. Her motion was seconded by Supervisor Goodchild and carried. The Board may have to consider some sort of security measures in the future.

Supervisor Rupp made a motion to pay the bills as listed, in addition to payroll and associated withholding payments for M Klein and L Geyman, We Energies, Tom Chicantek, and Crackfilling Service Corporation when the invoices arrive. Her motion was seconded by Supervisor Casper and carried.

Supervisor Casper made a motion to go into closed session at 7: P.M. Supervisor Rupp seconded the motion. A roll call vote was taken, and Supervisors Goodchild, Casper, Rupp and Jones all voted in favor of the motion. The Board members waited for Chief Bowen to arrive to begin the executive session. Henry Ehling arrived at 8:00 P.M., and the Board convened in closed session.

Supervisor Jones made a motion to end the closed session. Supervisor Casper seconded the motion and it carried.

The Board members reconvened in open session. Supervisor Jones made a motion that was seconded by Supervisor Casper to increase the Town Clerk's wage and benefit package by 3.5% in 2017, to \$84,591.00. The motion carried.

Supervisor Rupp made a motion to adjourn at 10:45 P.M. Her motion was seconded by Supervisor Jones and carried.

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