

OTTAWA TOWN BOARD

Meeting Minutes – February 13, 2017

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.

Supervisor Rupp arrived.

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

Supervisor Jones made a motion to accept the Building Inspector's monthly activity report as presented. His motion was seconded by Supervisor Goodchild and carried.

Supervisor Goodchild made a motion to accept the Town Engineer's monthly update as presented. His motion was seconded by Supervisor Rupp and carried.

A memorandum was prepared by Sandy Scherer, the Town's Planner, regarding the 2017 Map Modernization Project. It said that Waukesha County is in the process of preparing updates to the zoning maps for the Shoreland areas of all eleven towns within the County, and for areas subject to the General Zoning Code within the Towns of Ottawa and Oconomowoc. The County had transmitted a set of draft zoning maps to the Town for review and comment, and have requested that the Town respond with any comments or questions no later than March 13, 2017. The Board members reviewed a draft of the Town of Ottawa zoning map.

Planner Scherer prepared another memorandum for the Town Board, regarding St. Bruno's/Igl request for an out of cycle Comprehensive Development Plan (CDP) amendment waiver. In it, she said that in the fall of 2016, she encouraged the petitioners to apply for a needed Town CDP amendment within the normal Town CDP amendment cycle. That could not be accomplished. Planner Scherer thought that she and the petitioners had agreed to wait until the following year's amendment cycle. After the first of the year she was again contacted by the petitioners, wondering if they could still apply for the Town's CDP amendment. Planner Scherer said that there is an issue that needs to be resolved in order for things to move forward. That issue is the following, which was taken from the Town's adopted procedures regarding the CDP amendment process:

“Rare and extreme circumstances may require an amendment request to be heard out of cycle. In that rare event, and if the calendar allows, out of cycle approval must first be granted by the Town Board and only then with the substantial justification from the applicant.”

This is the first request for an out of cycle CDP amendment, so it is a rare occurrence. However, Planner Scherer has been working with the petitioners for about six months, and she sees no reason why the request cannot be granted. Planner Scherer recommended the Town Board approve of the request in this case.

Supervisor Rupp made a motion to approve the St. Bruno's/Igl request for an out of cycle CDP amendment. The motion was seconded by Supervisor Goodchild and carried.

Supervisor Goodchild announced that he resigned from the Waukesha County Park and Planning Commission. He said that he has served in that position for nearly fourteen years. Chairman Arrowood thanked him for all of his work and effort, and said that Gary brought a lot back to the Town of Ottawa from his involvement with the County. He always had our backs.

Mr. Bennett was present. He introduced himself, and said that he was a Town resident. He recently purchased Northwest Services, and wondered if we needed to purchase any snow removal, brush cutting/tree trimming, etc. equipment. He was reminded that we do not have a Department of Public Works, but rather contract for services.

Supervisor Jones made a motion to approve the minutes from the Town Board meeting held on 1/9/2017 as presented. The motion was seconded by Supervisor Goodchild and carried.

Supervisor Rupp made a motion to approve the minutes from the closed session meeting held on 1/9/2017 as presented. The motion was seconded by Supervisor Goodchild and carried.

Supervisor Jones made a motion to approve the minutes from the Town Board meeting held on 2/8/2017 as presented. The motion was seconded by Supervisor Rupp and carried.

Brad Graham was present. He is a friend of Supervisor Jones' that may have an interest in becoming a Supervisor on the Ottawa Town Board.

Supervisor Jones said that he would take care of the Ottawa Cemetery and Ottawa Park Board after Supervisor Goodchild retires.

Supervisor Rupp made a motion to pay bills as listed, in addition to payroll and associated withholding checks for M Klein and L Geyman, election inspectors, and the credit card bill when it arrives. Her motion was seconded by Supervisor Jones and carried.

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

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