

OTTAWA TOWN BOARD

Meeting Minutes – October 9, 2017

In Chairman Rupp's absence, Town Clerk Melissa Klein called the meeting of the Ottawa Town Board to order at 6:00 P.M. Supervisor Casper made a motion to nominate Supervisor Jones to act as the Town Chairman's replacement for the meeting. His motion was seconded by Supervisor Wiedenman and carried unanimously. Roll call attendance was taken, and Town Supervisors Graham, Casper and Wiedenman were present.

Supervisor Graham made a motion to approve the Treasurer's monthly activity report as presented. His motion was seconded by Supervisor Wiedenman and carried.

Supervisor Graham made a motion to approve the Building Inspector's monthly activity report as presented. His motion was seconded by Supervisor Casper and carried.

Supervisor Graham made a motion to approve the Town Engineer's monthly status report as presented. His motion was seconded by Supervisor Wiedenman and carried.

Town Planner Sandy Scherer had prepared a Memo regarding a request for waivers associated with a Conceptual CSM for Gary and Gwen Heath, dated October 9, 2017. It said that on October 2, 2017, the Ottawa Plan Commission reviewed a conceptual CSM for Gary and Gwen Heath, and several waiver requests. The Plan Commission recommended the Heath's proceed with a CSM, and recommended approval of the following waivers to the Town Board:

1. Based on rough GIS calculations, the parcel may be just shy of having 50% of the lot two (2) feet above the 100 year floodplain elevation. Therefore, it is recommended a waiver be requested for this provision.
2. Based on rough GIS calculations, the parcel may be just over having 50% or more of the lot with slopes exceeding 10%. Therefore, it is recommended a waiver be requested for this provision.
3. The owner of the subject parcel also owns 3 contiguous parcels of land that the Town's LDO requires be shown on the CSM unless waived. It is recommended this item be waived.

Planner Scherer recommended that the Town Board similarly approve the above waiver requests.

A motion was made by Supervisor Casper, and seconded by Supervisor Wiedenman, to approve the waivers for Gary and Gwen Heath, as recommended by the Town Planner and Ottawa Plan Commission. The motion carried.

Planner Scherer prepared another Memo regarding the release and recreation of restrictions for a parcel in the Nature's Retreat Subdivision. It said that the subdivision was recorded in 2004, and depicted building envelopes for all six lots in the subdivision. A few of the building envelopes were created due to the presence of prime agricultural soils (Class I and II soils) for which zoning codes required preservation in certain zoning districts.

Earlier this year, the County adopted revised zoning codes where this preservation requirement is no longer in effect. Lot 2 is one of the lots where this requirement no longer applies. The

property owners of Lot 2 are requesting to amend the building envelope for Lot 2 on the recorded plat to include the area previously excluded because of prime ag soils.

To accomplish this, a Release and Recreation of Restrictions must be approved by the parties that signed the final plat – the Town and the County. Planner Scherer recommended the Town Board approve and sign the Release and Recreation of Restrictions.

Supervisor Graham made a motion to approve the requested Release and Recreation of Restrictions for Lot 2 in the Nature's Retreat Subdivision per Planner Scherer and the Ottawa Plan Commissions recommendations. His motion was seconded by Supervisor Casper and carried.

Supervisor Casper made a motion to name the Milwaukee Journal Sentinel as the Town's official newspaper that Town legal notices are placed in. His motion was seconded by Supervisor Wiedenman and carried.

Supervisor Graham made a motion to remove Section 2.08 of the Town's General Code, which designated the Index as the official newspaper of the Town of Ottawa. Supervisor Wiedenman seconded his motion and it carried.

Supervisor Jones explained that the Board approved the purchase of security camera over a year ago. There is more to it than he originally thought, and he just does not have the time to complete the project. Currently we are unable to record and store data. The Clerk received an estimate from Brew City PC to do the work, in the amount of \$1,205.53. Supervisor Graham made a motion to move forward with the security camera installation at a cost not to exceed \$1,500.00. His motion was seconded by Supervisor Wiedenman and carried.

The next item on the agenda was to set the date and time for trick-or-treating in Town. Supervisor Casper made a motion to remove this item from the agenda in the future, in light of the fact that it has already been discussed. Ottawa follows Dousman Trick or Treat hours annually. Supervisor Graham concurred, and seconded the motion. The motion carried. Trick or Treat hours for this year are from 4:00-7:00 P.M. on Sunday, October 29th.

Supervisor Graham made a motion to schedule the 2018 budget workshop on October 23, 2017, at 6:00 P.M. His motion was seconded by Supervisor Wiedenman and carried.

Supervisor Casper made a motion to approve the issuance of an Operator's license to Luke Pederson, who will serve alcoholic beverages at the Kettle Moraine Gold Club. His motion was seconded by Supervisor Graham and carried.

Supervisor Wiedenman made a motion to approve the data processing services, property tax assessment, and billing contract with Waukesha County, as presented. His motion was seconded by Supervisor Graham and carried.

A proposed contract for City of Waukesha Fire Department Technical Rescue Services was discussed. (Rope rescue, structural collapse search and rescue, confined space search and rescue, and trench excavation search and rescue) The Board will discuss further after speaking to Chief Bowen.

The next item on the agenda was the Manor House Road boat launch parking issue. This item has been on the agenda and tabled for the last several months at the request of Al Hazle and Mark Bush. They have been unable to attend the meetings. Supervisor Graham made a motion to remove this item from subsequent agendas, until which time Mr. Hazle and Mr. Bush are ready to discuss the issue, with a solution. His motion was seconded by Supervisor Wiedenman and carried.

The next agenda item was Al Hazle – Hunters Lake access. Again, this item has appeared on the Board's agenda for several months. Mr. Hazle has been unable to attend the meetings. Supervisor Graham made a motion to remove this item from subsequent agendas, until Mr. Hazle is ready to approach the Board with a solution. Supervisor Casper asked to make a friendly amendment to the motion. He asked that Mr. Hazle not return until the majority of the Hunters Lake Association have a majority vote for a solution to their lake access issues. Supervisor Graham agreed to the amendment. Supervisor Wiedenman seconded the motion and it carried.

The subject of whether to bond the Town Treasurer for tax collection versus oblige the Town of Ottawa for taxes due the County Treasurer was discussed. Supervisor Graham made a motion to continue to use the existing ordinance and buy a tax collection bond for the Town Treasurer. His motion was seconded by Supervisor Wiedenman and carried.

Chief Brad Bowen from the Western Lakes Fire District was present. He updated the Board on department activities. They asked him about the City of Waukesha Fire Department Technical Rescue Services. He said that if we paid the contract fee of \$1,543.00, and had to call on them for assistance, there would not be an extra charge. If we do not contract with them, and call on them for service, we would be charged twice the contract price. Discussion followed. Supervisor Jones suggested that we could afford to contract with the City of Waukesha, and have the ability to charge fees back to the person benefitting, but did not want to pre-pay a retainer. Supervisor Casper stated that there are no tall structure in the Town. Nothing has changed since last year. We would pass any costs on to a contractor or homeowner. He then made a motion not to participate with the City of Waukesha for technical rescue services. Supervisor Graham seconded the motion. Supervisor Casper asked Supervisor Graham to amend his motion to say the Town of Ottawa will not sign the contract with the City of Waukesha for technical rescue services. We will use them if necessary through the Western Lakes Fire District. Supervisor Graham accepted the amendment, and the motion carried.

There was no public comment.

Supervisor Graham made a motion to approve the minutes from the meeting held on September 11, 2017, as presented. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Graham made a motion to approve the minutes from the meeting held on October 4, 2017, as presented. Supervisor Casper seconded the motion and it carried.

Supervisor Graham made a motion to pay the bills as listed in addition to payroll and withholding checks for L Geyman and M Klein, Cardmember Services, We Energies and John's Disposal when the bills arrive. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Casper made a motion to adjourn. The motion was seconded by Supervisor Graham and carried.

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