

**OTTAWA TOWN BOARD**  
**Meeting Minutes – November 13, 2017**

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

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

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

After review, Supervisor Graham made a motion to accept the Town Engineer's monthly update as presented. His motion was seconded by Supervisor Wiedenman and carried.

Supervisor Jones made a motion to adopt the 2018 proposed budget pursuant to Sec. 60.40(4), Wis. Stats, as presented at the public hearing that preceded the Town Board meeting. His motion was seconded by Supervisor Wiedenman and carried.

The Town Clerk explained that several municipal Clerks in the area have been working on a project for quite some time, regarding an alternate procedure for in-person absentee voting. In order to handle the ever increasing volume of absentee ballots, the proposal was conceived as an option to use the voting machine without tabulating, during in-person voting, as an alternative to securing ballots in envelopes, allow voters to cast a true secret ballot and reduce remakes of ballots by providing the voter themselves the ability to correct any ballot errors at the machine.

Supervisor Jones made a motion to approve Resolution #11-17, a resolution in support of LRB-1890, relating to in-person absentee voting. His motion was seconded by Supervisor Graham and carried.

Supervisor Jones made a motion to support signing the Retroff Jeanson & Company confirmation letter. Supervisor Graham seconded the motion and it carried.

Supervisor Jones made a motion to accept the Central Office Systems bid to lease the Town a Konica Minolta Bizhub C258 copier for 60 months, at \$114.95 per month plus the cost of copies. The new copier will be put in place when the current lease expires early next year. Supervisor Wiedenman seconded the motion and it carried.

Chairman Rupp noted that the Town of Ottawa will receive up to \$19,499.54 in the way of a matching Local Road Improvement Program grant. The money is to be used in 2018-2019. The Board is considering having work done on Gramling Circle and Lane, and School Section Lake Drive. Supervisor Jones said that he would like the Town Engineer to attend the December Board meeting, to educate the Board members on how to determine which roads need work.

Supervisor Graham made a motion to approve amending the 2017 budget for the Town of Ottawa's portion of the fire equipment purchased by the Western Lakes Fire District by increasing the Fire Shared Expense account by \$181,547.00. Monies previously set aside for these purposes in the General Fund's Reserve for Fire Equipment are to be utilized. His motion was seconded by Supervisor Jones and carried.

There was no public comment.

There was no correspondence. Chairman Rupp mentioned that Attorney Macy advised her that the Town should not have a legal newspaper.

Chief Bowen from the Western Lakes Fire District stopped in for his monthly update.

County Supervisor Chuck Wood stopped in for an update.

Supervisor Jones made a motion to approve the minutes as presented. His motion was seconded by Supervisor Graham and carried.

Supervisor Graham made a motion to pay bills as presented in addition to payroll and associated withholding checks for M Klein and L Geyman, Attorney Macy's bill, and Cardmember Services. His motion was seconded by Supervisor Jones and carried.

Supervisor Jones made a motion to adjourn. His motion was seconded by Supervisor Wiedenman and carried.

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