

OTTAWA TOWN BOARD

Meeting Minutes – June 11, 2018

Chairman Rupp called the meeting of the Ottawa Town Board to order at 6:00 P.M. Roll call attendance was taken and Town Supervisors Graham, Casper, Wiedenman and Jones were all present.

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

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

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

Dan Magnussen, Shari Huff, and Jeff Pease were in attendance to present the Board with Lad Lake's Annual Report. Mr. Magnussen said that their organization goes back to 1848. The kids at Lad Lake are in the court system. They are traumatized and need some care. The staff at Lad Lake is 150 strong, and committed to being a good neighbor.

Supervisor Casper made a motion to accept the report as submitted. His motion was seconded by Supervisor Graham and carried unanimously.

Al Hazle was present to inform the Board members that they potentially have 21 inspectors for the Clean Boats Clean Water (CBCW) program. He said that people are reacting positively to the inspections. Supervisor Casper suggested that the Hunters Lake Association apply for some grant money, to help to reduce the Eurasian Water Milfoil, an invasive species growing in Hunters Lake.

Western Lakes Fire District's Chief Brad Bowen was present with his monthly update.

Town Planner Sandy Scherer had written a memorandum to the Town Board, regarding a Preliminary CSM and request for waivers for property owned by the Judith A. Lurvey Trust and Lyle J. Lurvey Family Trust. It said that on June 4, 2018, the Town of Ottawa Plan Commission reviewed a Preliminary CSM request for the Trust, which also included the waiver request as listed in the Planner Report, #17, regarding the fact that no utility easements are shown on the CSM.

The Plan Commission recommended approval of the Preliminary CSM and the waiver to the Town Board, subject to the comments and conditions in the Town Planner report and the comments of the Town Engineer provided and discussed at the meeting. Planner Scherer recommended the Town Board similarly approve the Preliminary CSM and waiver.

Supervisor Graham made a motion to approve the Preliminary CSM and waiver for the Lurvey Trust, as presented, in accordance with the Town Planner and Plan Commission's recommendations. His motion was seconded by Supervisor Jones and carried unanimously.

Planner Scherer also prepared a memorandum regarding a final CSM for the Marion Igl Living Trust. It said that on June 4, 2018, the Ottawa Plan Commission reviewed a final CSM for the Marion Igl Living Trust. The Plan Commission recommended approval of the Final CSM to the Town Board, subject to the comments and conditions in the Town Planner report and the comments of the Town Engineer provided and discussed at the meeting. Planner Scherer recommended the Town Board similarly approve the Final CSM.

Supervisor Graham made a motion to accept the Plan Commission's recommendation to approve the Final CSM for the Marion Igl Living Trust as presented. His motion was seconded by Supervisor Jones, and carried unanimously.

Supervisor Casper made a motion to approve the issuance of a Combination Class B fermented malt beverages and intoxicating liquor license for Victoria Spaulding, Rick Callies, Agent, at the Kettle Moraine Golf Club, W365S4299 State Road 67, Dousman, WI. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Supervisor Jones made a motion to issue Operator's licenses to the following applicants, all employees of the Kettle Moraine Golf Club, as follows: Susan M. Callies, Jennifer Martin, Amber Otto, Caitlin Guiliani, Daniel E. Galubinski, Rebeccah Stolpa, Rick Callies, and Sadie Wilson. When asked, the Town Clerk said that she had background checks performed for all applicants and there were no issues. Supervisor Graham seconded the motion and it carried.

Supervisor Jones made a motion to accept the proposal from Ruekert and Mielke regarding their construction services for the 2018 road program. His motion was seconded by Supervisor Graham and carried unanimously.

The Town Clerk had prepared a letter to BMO Harris Bank, authorizing them to open an account in the name of the Town of Ottawa. This is a cash deposit account that Holtger Bros has funded and initiated with the Town of Ottawa in lieu of a letter of credit. Chairman Rupp will act on behalf of the Town, and will be the authorized signer on the account.

Supervisor Jones made a motion to approve the letter to BMO Harris Bank, as described above. His motion was seconded by Supervisor Wiedenman and carried unanimously.

When putting together the 2018 road program the Board had considered vacating the un-named road located near Kincaid and Gramling Lanes. Dousman Transport drivers will use Kincaid Lane instead to turn around their buses. Attorney Macy told Chairman Rupp that there is an awful lot to vacating a public road. He could instruct the Board on how to accomplish the abandonment. Supervisor Jones said that he wants an estimate for the attorney's time.

Several parking blocks were installed at the Ottawa Park. The Board was informed about it at the meeting. Supervisor Jones said that the Kettle Moraine Recreation Association (KMRA) is paying for the blocks and installation. Attorney Macy informed Chairman Rupp that the Town Board needs to accept any and all donations, and after-the-fact approval is necessary. Supervisor Wiedenman made a motion to accept the donation of parking blocks from the KMRA. His motion was seconded by Supervisor Graham and carried unanimously.

Supervisor Graham made a motion to approve, after-the-fact, the installation of curb stops donated by the KMRA, at Ottawa Park. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Paula Hosch-Books, the contractor that mows grass at Ottawa Park, had stated that she would like her contract amended, as it would take her extra time to mow around the newly installed curb stops. Supervisor Jones made motion, saying that after he spoke with Paula, the extra compensation was not necessary. His motion was seconded by Supervisor Graham.

Chairman Rupp said that she had met on site with Craig Webster, from the DNR, to take a look at the culverts under Gramling Lane. Mr. Webster was able to tap his shovel through the culverts, and suggested that they be repaired/replaced sooner than later. He also suggested that a road weight restriction be placed on Gramling Lane; 5-ton limit for per axle, and a 10-ton limit. Chairman Rupp said that she would contact Ruekert & Mielke, and see if there is someone in their employ that could take a look at the culverts, and give us their professional opinion.

Chairman Rupp also reported that Craig Webster said the work being done on Gramling Lane this year should stop at the Glacial Drumlin Trail or 30 feet from the culverts. Supervisor Graham made a motion to stop the 2018 paving project 30 feet from the culverts rather than at the culverts as the spec shows. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Supervisor Graham made a motion to pay the bills as listed, in addition to payroll and associated withholding checks issued for M Klein and L Geyman, and Cardmember Services. His motion was seconded by Supervisor Wiedenman and carried unanimously.

The information relating to the next agenda item was just received by the Town Clerk and she has not had an opportunity to make sure that the proposed ordinance includes the changes that were requested. Supervisor Jones made a motion to table approval of proposed Ordinance #6-18, an Ordinance to repeal and sections of the Town of Ottawa municipal code to update the code consistent with current laws and practices. Supervisor Casper seconded the motion and it carried unanimously.

Waukesha County Supervisor Chuck Wood stopped in. He wanted the Board to know that he has been appointed to the justice and law enforcement committee, and the land use parks and environment committee.

There was no correspondence.

Chairman Rupp reported that Holland Court got messed up again, by a semi delivering water to a residence there. She said that it is not as bad as it was before when the same sort of thing happened. She spoke to someone at Prairie Transport about it, as it was one of their trucks. He said that it will be fine.

Supervisor Wiedenman made a motion to accept the minutes, as presented, from the meeting held on May 14, 2018. His motion was seconded by Supervisor Casper and carried unanimously.

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

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

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