

## **OTTAWA TOWN BOARD**

### **Meeting Minutes – September 10, 2018**

Chairman Rupp called the meeting of the Ottawa Town Board to order at 6:01 PM. Roll call attendance was taken, and Town Supervisors Graham, Casper, Wiedenman and Jones were all present.

The Treasurer's monthly activity report was reviewed. Dave Arnott has not yet submitted a recommendation for payment for the 2018 road program. Supervisor Graham made a motion to accept the report as submitted. His motion was seconded by Supervisor Casper 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 Wiedenman and carried unanimously.

The Town Engineer's report was reviewed. Nothing has been done regarding the needed bridge repairs. Supervisor Graham made a motion to accept the Engineer's status report as submitted. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Chairman Rupp reported that Scott Construction had completed their contract (single seal over hard surface with black boiler slag aggregate on Gramling Circle and Deer Hollow Court). Supervisor Casper made a motion to approve the invoice in the amount of \$13,337.00 from Scott Construction for payment. His motion was seconded by Supervisor Graham and carried unanimously.

Supervisor Casper made a motion to pay Wolf Paving's invoice, up to the invoiced amount, contingent on Chairman Rupp's satisfaction that the work has been completed. Additionally, the Board still needs something in writing from the Engineer saying that the project is complete. Supervisor Jones seconded the motion and it carried unanimously.

Lee Taylor was present with traffic concerns in the Moraine Meadows Subdivision. He said that he was able to use the temporary radar speed sign owned by Waukesha County, and it worked to slow down traffic. He asked again about the issuance of a letter on Town of Ottawa letterhead being sent out to all residents in his subdivision, asking them to reduce their speed when driving in the subdivision. Chairman Rupp explained the reasons why that was not a good option. People receiving the letter might feel as though they are being targeted, and it would not address the drivers that speed in the subdivision but do not live there. Mr. Taylor wanted the Town Board to approve the purchase of 2 laser solar powered portable speed limit signs, at a cost of approximately \$3,500.00 each.

Supervisor Casper suggested that the Board should explore Mr. Taylor's suggestion. The Board would not purchase the signs only on Mr. Taylor's request. There is nothing in the 2018 budget for this purchase either. Supervisor Jones said that he would research the signs, look at the related data, and present something for the Board at the October meeting.

Supervisor Casper asked about the placement of speed limit signs. Chairman Rupp said that Attorney Macy told her that the Town Engineer would have to determine where signs could be installed.

Norm Hausser was present to discuss cemetery fees. He and Lori Geyman checked with several different cemeteries to compare what they charge for services. Several cemeteries charge extra fees when a funeral is held on a weekend or holiday, and during the winter months. Attorney Macy told Chairman Rupp that we can only charge what it costs to do the work. We should not be making a profit. Supervisor Jones made a motion to keep cemetery fees as they are. His motion was seconded by Supervisor Graham and carried unanimously.

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

No action was taken on the Draft Fire Protection Code for the Western Lakes Fire District. Attorney Macy told Chairman Rupp that no one has asked him to take a look at the document.

The Board members discussed the Western Lakes Fire District 5-year capital improvement plan (2019-2023) with Chief Bowen.

Supervisor Jones reported that Mike Kilsdonk would like 2 loads of infield mix delivered to repair 3 fields. He said it was best to do the work in the fall. After sitting for a winter, the baselines should be good in the spring. Also, Mike Kilsdonk has noticed that there are dry spots in the park. He thinks it is due to the water supply being diminished. The well pump is twenty years old. Guthrie Frey may need a special crane, depending on the depth of the pump, to pull it up to take a look at it. The cost will rise if the crane is needed. Neither of these items were included in the 2018 budget.

Supervisor Casper made a motion to use the money in the park budget to get enough infield mix for 1 field, and finance pump testing. Supervisor Wiedenman seconded the motion and it carried unanimously. The Board also decided to turn off the water in the park immediately.

The agenda included a request from the Berkeley Running Club Red Socks for a Temporary Class B retailer's license for the North Face Endurance Challenge event to be held in the Southern Unit of the Kettle Moraine State Forest on September 15 and 16, 2018. Berkeley also requested approval of 3 Operator license applications for their servers at the event. Due to the fact that the meeting agenda included a typo regarding the date of the event, these two items had to be tabled. Supervisor Jones made a motion to table these 2 items. They will instead be listed on the agenda for action on the September 11, 2018 agenda, when Board members will attend a meeting of the Western Lakes Fire District. The motion was seconded by Supervisor Graham and carried unanimously.

Meyers Electric submitted a proposal to remove fluorescent lamps in 29 existing fixtures and replace with LED lamps, remove 2 existing flood lights and replace with LED flood lights (with dusk to dawn feature) on the Recycle Center, add a 3<sup>rd</sup> flood light to the front of the Recycle

Center (with dawn to dusk feature), and remove 4 existing high bay lights in the Recycle Center and replace with 4 new LED high bay lights, at a cost of \$4,200.00. Supervisor Jones made a motion to support the purchase and installation of the lights as listed above. His motion was seconded by Supervisor Graham and carried unanimously.

Under correspondence, Chairman Rupp included a tax enclosure letter from the Town of Waukesha for the Board members to look at. She also included information from the Waukesha County Center for Growth, and Al Hazel's report regarding volunteer numbers for Hunters Lake.

Supervisor Jones said that he has received a proposal for lawn maintenance. Paula Hosch-Books had a family emergency, and had not yet submitted her proposal for a lawn maintenance contract extension. Supervisor Jones said that it would be discussed at the October meeting.

Supervisor Graham made a motion to approve the bills for payment as listed, in addition to checks for L Geyman and M Klein and associated payroll withholdings, We Energies, Paula Hosch-Books and Wolf Paving. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Supervisor Casper made a motion to accept the minutes from the meeting held on August 13, 2018, as presented. His motion was seconded by Supervisor Wiedenman and carried unanimously.

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

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