

## **OTTAWA TOWN BOARD**

### **Meeting Minutes – June 10, 2019**

The meeting of the Ottawa Town Board was called to order by Chairman Rupp at 6:01 P.M. Roll call attendance was taken, and Town Supervisors Smukowski, Wiedenman and Jones were present. Supervisor Graham was absent.

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

Supervisor Jones made a motion to approve the Building Inspector's monthly activity report as read. His motion was seconded by Supervisor Smukowski and carried unanimously.

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

Pat Deklotz, the Superintendent of the Kettle Moraine School District was present. She is forming a group of critical thinkers to put together information for the School Board to consider in the fall of the year regarding district sustainability. She reached out to the Town Board for input.

Sean Sullivan, the Town Engineer, was present to discuss the 2019 road bids. He explained that Super X was the sole bidder on the project. The cost estimate for the project was \$208,000.00. The base bid came in at \$357,000.00. Sean said that with this single bid, the Town would not be getting a good deal, and it will be worth the wait to delay the project. Sean recommended that the Board not approve the bid. He further explained that he would like to rebid the project in the fall or winter. He said that the DNR permits will not be impacted by the delay.

Supervisor Jones made a motion to support Engineer Sullivan's recommendation to not accept the one bid that was received for the proposed 2019 road program, and rebid the project at a later date. His motion was carried by Supervisor Smukowski and carried unanimously.

Brad Bowen, Chief of the Western Lakes Fire District (WLFD) stopped in for his monthly update. He said that they responded to 410 calls in May. That is an average of 12.27 calls per day.

The meeting on the Capital Budget for the WLFD will take place on June 26<sup>th</sup> at 6:30 P.M., at the Summit Village Hall.

Town Planner Sandy Scherer had prepared a memorandum for the Board members regarding an amendment to the Declaration of Restriction (DR) at the Preserve at Hunters Lake. It explained that the original document was recorded for the Preserve at Hunters Lake Subdivision on December 28, 1994, and amended again by the Second Supplement and Amendment to the DR recorded on February 1, 2017. The second amendment never received Town or County approval prior to being recorded in the Register of Deeds (ROD) office. The Preserve at Hunters Lake

Home Owners Association (HOA) would like to seek approval of that second amendment herein. The Town is required to approve, in writing, any amendment to the provisions of the DR.

Planner Scherer recommended the Town Board approve, in writing, the request to amend the DR.

Mark Bush, the President of the Preserve at Hunters Lake Home Owners Association (HOA) was present. He explained that they have made amendments to their Declaration of Restrictions, which needs the Town's approval. Amendment #2 is related to specified roofing and siding materials. Amendment #3, speaks to allowing the addition of a pool house or garage on properties in that subdivision, and penalties for late payment HOA fees.

Mark explained that Jim Siepmann, the developer of the Preserve at Hunters Lake, still has the last word. All proposed changes go to him, and may or may not be approved.

Supervisor Jones made a motion to approve the 3rd amendment to the Declaration of Restrictions for the Preserve at Hunters Lake Subdivision. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Aaron Maloney was in attendance, to update the Town Board on his plans for his Eagle Scout project. He is planning to put some sort of collection container near the flagpole or sidewalk in front of the Town Hall for flags that are dropped off to be destroyed. He is planning to hand out flyers for one to two weeks before the collection box is installed, announcing that there will be a receptacle at the Town Hall for retired flags.

Aaron said that he will participate in the collection of old flags as long as he is around. The Dousman American Legion will subsequently maintain the box, and collect and destroy the flags properly.

Supervisor Jones made a motion to support Aaron Maloney's Eagle Scout project, and installing a collection box at the flagpole or on the east side of the sidewalk near the pavement. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Supervisor Wiedenman made a motion to approve Ordinance #6-19 – An Ordinance to Repeal and Recreate Section 1.45 of the Town Code, regarding Municipal Court. His motion was seconded by Supervisor Jones and carried unanimously.

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

Supervisor Jones made a motion to approve the issuance of Operator's Licenses to the following servers at the Kettle Moraine Golf Club as follows: Rick Callies, Caitlin Kranz, Amber Otto, Faith Hilmer, Daniel Galubinski, Halle Guara, Sadie Wilson, Rachel Masek, Kevin Kuklinski,

Susan Callies, Jennifer Martin, Morgan Vukovich and Brittany Callies. His motion was seconded by Supervisor Smukowski and carried unanimously.

Planner Scherer had prepared a memorandum regarding the request for Preliminary Certified Survey Map (CSM) approval from Jim and Joyce Brahm. It said that on June 4, 2019, the Ottawa Plan Commission reviewed, and unanimously recommended approval of the Preliminary CSM request to the Town Board, subject to the Planner and Engineer comments and the Town's standard CSM conditions.

Supervisor Jones made a motion to approve the Preliminary CSM, as recommended by the Ottawa Plan Commission. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Planner Scherer had prepared a memorandum regarding the request for approval of a Final CSM and an additional waiver for Jeff and Mary Donovan. It said that the Ottawa Plan Commission reviewed a Final CSM for Jeff and Mary Donovan and an additional waiver request on June 4, 2019. The Plan Commission unanimously recommended approval to the Town Board, subject to the waiver of item #15 of the Planner's Report (a line two feet above the 1000-year floodplain be shown on the CSM), and subject to the Planner's comments and the Town's standard CSM conditions of approval. Planner Scherer recommended the Town Board similarly approve the Final CSM and the waiver request.

Supervisor Jones made a motion to approve the Final CSM and an additional waiver for Jeff and Mary Donovan. His motion was seconded by Supervisor Wiedenman and carried unanimously.

The Board discussed the possibility of hiring someone to help with the garbage and recyclable collection on Saturday mornings at the Town Hall parking lot. Chairman Rupp asked if the Board should hire someone to just oversee the whole operation on Saturday mornings. Or should the Board hire someone that could also give Norm Hausser a hand with all that he does.

Chairman Rupp explained that Terry Snyder only directs traffic. He should be turning people away when necessary, but doesn't. If someone is hired, who would they report to?

Supervisor Wiedenman said that he would put a job description together.

Norm Hausser stopped in, and let the Board know that the back hoe is broken, and he thinks the fix will be costly. He has been working on finding a mechanic to make the diagnosis and repairs, and figure out how much this will all cost.

There was no correspondence.

Supervisor Smukowski made a motion to pay the bills as listed, in addition to checks for M Klein and L Geyman's payroll and withholding payments, We Energies, John's Disposal, and Cardmenber Services when the invoices are received. Supervisor Wiedenman seconded the motion and it carried unanimously.

Supervisor Jones made a motion to approve of the minutes from the adjourned Board of Review on May 13, 2019, to June 25, 2019. His motion was seconded by Supervisor Wiedenman and carried unanimously.

Supervisor Wiedenman made a motion to approve the minutes from the meeting held on May 13, 2019, as presented. His motion was seconded by Supervisor Jones and carried unanimously.

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

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