

OTTWA TOWN BOARD

Meeting Minutes – January 13, 2020

The meeting of the Ottawa Town Board was called to order at 6:04 P.M., by Chairman Rupp. Roll call attendance was taken, and Town Supervisors Graham and Jones were present. Supervisors Smukowski and Wiedenman were absent.

Supervisor Graham made a motion to accept as presented, and placed on file, the Treasurer's monthly activity report. His motion was seconded by Supervisor Jones and carried.

Supervisor Jones accepted as presented, and asked that it be placed on file, the Building Inspector's monthly activity report. His motion was seconded by Supervisor Graham, and carried.

Supervisor Graham made a motion to accept as presented, and placed on file, the Engineer's monthly status report. His motion was seconded by Supervisor Jones and carried.

On July 9 2018, a Town Ordinance was amended to state that regular meetings of the Town Board shall be held on the second Monday of each calendar month at 6:00 P.M. Nothing has changed. No action was taken.

The Board discussed holiday and sick pay policies for Town employees. The Clerk had prepared a listing of the holidays that have been observed by the Town in the past for Town Hall closure. The Clerk has always conferred with the Chairman to decide which days the Town Hall would be closed, depending on which day of the week the holiday fell. Nothing has changed. No action was taken.

The Town Clerk has always used vacation days as sick days. She asked that the Board consider allowing sick days for her, so that she did not have to use her vacation time when she is ill. Nothing has changed. No action was taken.

Chief Brad Bowen from the Western Lakes Fire District stopped in for his monthly update of department activities.

Supervisor Graham explained that at the January 6th Plan Commission meeting, the Waukesha County's proposed Animal Ordinance Zoning Amendment Update was discussed. The County is proposing a one-half acre minimum lot size requirement to house recreational chickens. The Town would like the amendment to have a one-acre minimum lot size requirement to house recreational chickens. Waukesha County has been working on Animal Ordinance amendments, and is ready to move forward with the public hearing process. The County is requesting that Town comments or questions be transmitted to them no later than February 4, 2020.

Supervisor Graham made a motion to draft a letter on Town letterhead, letting Waukesha County know that the Town of Ottawa would like a one-acre minimum lot size requirement to house recreational chickens. His motion was seconded by Supervisor Jones and carried.

There was no general discussion of draft amendments to the Waukesha County Zoning Ordinance.

Supervisor Jones asked Chairman Rupp if she would ask the Town Engineer Sean Sullivan, if putting off the Gramling Lane culvert project for another year would be a safety issue. He also wanted to know if the Town could bid out the Gramling Lane culvert project before receiving notification from the State, as to whether or not the Town will receive proceeds from the MLS grant program.

Supervisor Graham made a motion, asking Chairman Rupp to contact the Town Engineer: To find out if we can let the bid for the Gramling Lane culvert project now and still get State funding. If we can, the Engineer should submit the bid. If we can't until we know the MLS grant results, can we wait until next year to replace the culverts under Gramling Lane? Supervisor Jones seconded the motion, and it carried.

Supervisor Graham made a motion to continue crack filling Town roads. His motion was seconded by Supervisor Jones and carried.

Supervisor Graham made a motion to table a discussion regarding the Town's Emergency Plan until the March Town Board meeting. His motion was seconded by Supervisor Jones and carried.

Town Planner Sandy Sherer had prepared a memorandum, dated January 13, 2020, Regarding the release of restrictions for the Dwyer property located in the Robinhood Forest subdivision. She explained that the Robinhood Forest subdivision was recorded in 1970 and depicted a 15-foot drainage easement running parallel to the common (east-west) lot line between Lots 8 and 9 within the subdivision. Shortly after the subdivision was recorded a two-lot CSM was recorded reconfiguring Lots 8 and 9 so the common lot line was now running north-south, and carrying the 15-foot drainage easement over the recorded CSM.

Lot 1 subsequently developed, and Lot 2 is now planned for development, but with the recordation of the CSM, the two lots were reconfigured as noted above and so the drainage easement now traverses the middle of the lots (instead of running parallel to the common lot line) and no longer serves its intended purpose for either lot given the existing severe topography on both lots being constructed over said drainage easement as platted, and the fact that the residence on Lot 1 was constructed over said drainage easement. As the drainage easement is no longer necessary or practical for drainage purposes, it is recommended the Town Board approve the release of the drainage easement on the CSM and sign the requested Release of Restrictions.

Supervisor Graham made a motion to approve the release of restrictions for the Robinhood Forest CSM for Dwyer. His motion was seconded by Supervisor Jones and carried.

Supervisor Graham made a motion amend the 2019 budget by increasing general fund expenditures by \$1,276.00. His motion was seconded by Supervisor Jones and carried.

Waukesha County Board Supervisor Chuck Woods was present. He notified the Board that after two terms, he is not seeking re-election for his position on the County Board.

Supervisor Graham made a motion to approve bills for payment, as listed, in addition to payroll and associate withholding checks for L Geyman and M Klein, We Energies and Card Member Services. His motion was seconded by Supervisor Jones and carried.

Supervisor Jones made a motion to approve the minutes from the meeting held on December 9, 2019 as read. His motion was seconded by Supervisor Graham and carried.

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

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