

## **OTTAWA TOWN BOARD**

### **Meeting Minutes – April 13, 2020**

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

Supervisor Wiedenman made a motion to approve the Treasurer's report as presented. His motion was seconded by Supervisor Graham, and carried.

Town Planner Sandy Scherer had prepared a memorandum for the Board members, dated April 13, 2020, regarding the consideration of a Revised Preliminary CSM for Soli Deo Gloria LLC (Dekan). It said that on April 6, 2020, the Ottawa Plan Commission reviewed the Revised Preliminary CSM request for Soli Deo Gloria LLC (Dekan). The Plan Commission unanimously recommended approval of the Revised Preliminary CSM request to the Town Board subject to the Planner Report, Engineer Report, and the Town's Standard CSM conditions and the following:

- (1) A waiver the Plan Commission considered on December 2, 2019 (Planner Report - item #10);
- (2) An additional waiver of item #28 - Planner Report;
- (3) Regarding item #11 – Planner Report: The access for proposed Lot 3 should be determined by the Town Building Inspector and shown on the Final CSM to ensure it does not conflict with the southern (east-west) IATA easement or the INRA. If there is no conflict, the existing farm access is able to be utilized. The Building Inspector shall take into consideration the nature of Waterville Road, a Rustic Road, limiting the removal of trees and other vegetation along the road, while also taking safety into consideration, particularly the topography at the road along the south lot line of the 17-acre lot (Lot 1) and the north lot line of the 5-acre lot (Lot 2) when determining the locations of access for those two lots of the CSM. Access shall otherwise be limited to Waterville Road other than at the approved driveway locations shown on the CSM in order to limit the access onto Waterville Road. Prior to installing culvert and driveway access to the parcels, any and all permits and approvals required by the Town shall be obtained.

Planner Scherer recommended the Town Board approve of the Revised Preliminary CSM request and the related waivers and access determination as noted above.

Supervisor Graham made a motion to approve the Revised Preliminary CSM and waivers for Soli Deo Gloria LLC (Dekan). His motion was second by Supervisor Jones and carried.

Planner Scherer prepared a memorandum, dated April 13, 2020, regarding the Donovan's request for an additional waiver. It explained that a Final CSM for Jeff and Mary Donovan was approved in June of 2019. The Donovan's surveyor worked intermittently with County staff on making necessary revisions in order to finalize the CSM for recordation. The 90 days required to record the CSM has expired. The Donovan's are requesting a 30-day extension to record the CSM.

Planner Scherer recommended the Board approve the waiver request so that the petitioner can record his CSM.

Supervisor Graham made a motion to approve a CSM related waiver for Jeff and Mary Donovan. His motion was seconded by Supervisor Jones and carried.

Although 2019 budget amendments were listed as an agenda item, no action was taken. This item was tabled at the March 9, 2020 Town Board meeting. Previously, budget amendments were not approved, due to a lack of a super-majority of Board members in attendance at meetings. The 2019 financial statements have been completed, so there is no need for budget amendments at the time of the meeting.

Chairman Rupp announced that she signed a Proclamation of State of Emergency on March 20, 2020. The Proclamation is in effect until April 30, 2020. After discussion, the Board decided to leave the ending date as it is listed.

Supervisor Wiedenman reported that he has heard from Badgerland Disposal, John's Disposal and Advance Disposal. All three entities said that they will respond eventually to Supervisor Wiedenman's request for quotes for both drop off and curbside garbage/recycling collection, when business as usual returns.

The Town of Ottawa Annual Meeting will be conducted at 6:00 P.M., on Tuesday, April 21, 2020.

Supervisor Graham made a motion to pay the bills as listed, in addition to payroll and withholding payments for M Klein and L Geyman, and Cardmember Services when the bill is received. His motion was seconded by Supervisor Jones, and carried.

Supervisor Jones made a motion to approve the minutes from the meeting held on March 9, 2020, as written. His motion was seconded by Supervisor Wiedenman and carried.

Supervisor Wiedneman 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