

OTTAWA TOWN BOARD Meeting Minutes – June 8, 2020

The meeting of the Ottawa Town Board was called to order at 6:02 P.M. by Chairman Rupp. Roll call attendance was taken and Town Supervisors Graham, Wiedenman and Jones were present. Supervisor Smukowski was absent.

Supervisor Graham made a motion to accept the Treasurer's report as presented. His motion was seconded by Supervisor Jones and it carried.

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

The Town Engineer, Sean Sullivan, was present. He said that he had no new information for the Board this month. Bridge inspections will take place in the month of June. He would like to talk to the Board members at a later date, regarding the Gramling Lane culvert project.

Town Planner Sandy Scherer had prepared a memorandum for the Town Board, concerning Lee Bleecker's request for an additional waiver relating to his land division. It said that in March of 2020, the Ottawa Town Board approved a final CSM for Lee Bleecker. The petitioner's agent is not certain the final review, signatures and recordation in the Register of Deed's office can all take place prior to the 90-day deadline, and therefore have requested an extension of 45 days (until July 22, 2020) to record the CSM.

On June 1, 2020, the Ottawa Plan Commission recommended approval of the waiver request to the Town Board. Planner Scherer recommended the Town Board similarly approve of the same.

Supervisor Graham made a motion to approve the 45-day extension for Lee Bleecker. His motion was seconded by Supervisor Jones and carried.

Planner Scherer prepared a memorandum regarding the submittal of a Final CSM for Soli Deo Gloria LLC (Dekan). It said that on June 1, 2020, The Ottawa Plan Commission reviewed the Final CSM for Soli Deo Gloria LLC (Dekan). The Plan Commission unanimously recommended approval of the Final CSM request to the Town Board, subject to the Planner Report, Engineer Report, the Town's Standard CSM Conditions, and the waiver of Item 10 of the Planner's Report.

*Item #10: The owners own the contiguous parcel to the north and the LDDO states contiguous area owned shall be shown on the CSM. This provision was waived by the Plan Commission in September, but the waiver has not yet been submitted to the Town Board for consideration. Since the trail easement may be inclusive of this parcel, it may be beneficial to show this parcel and the trail easement on the CSM in some manner. ~~The Plan commission should discuss this issue further.~~ The Easement Agreement includes the contiguous parcel to the north by way of legal description which should resolve the remainder of this item. **However, this item must be technically waived.***

Subsequently, Planner Scherer prepared a revised memorandum as follows:

The Plan Commission did have some reservations about how the Agreement would be recorded if the Town approved the CSM prior to the Agreement being signed and/or recorded. I checked with the IATA after the Plan Commission meeting as they are the entity responsible for recording the Agreement, and while we tried in a very short period of time to get the required signatures (and notaries) on the documents prior to tonight's meeting, due to some parties being located out of town, it just was not possible. So, the parties agreed to have everything signed and notarized by tomorrow. In case that does not happen, I suggest an amendment (in bold immediately below) to Condition 26 of my Planner Report as follows:

- 26. Prior to the Town Chairperson and Town Clerk affixing their signatures to the Final Certified Survey Map, the Town must be advised by the Town Planner and the Town Engineer that the Town Planner and the Town Engineer have determined that the Certified Survey Map complies with all conditions of approval set forth by the Town of Ottawa. **This shall include, prior to the Town Chairperson and Town Clerk signing the CSM, the Town Planner must have received a fully executed copy of the Easement Agreement from the IATA and any related documents, as necessary.***

The Plan Commission unanimously recommended approval of the Final CSM request to the Town Board subject to the Planner Report, Engineer's Report, and the Town's Standard CSM Conditions, and the waiver of Item 10 of the Planner's Report.

Planner Scherer recommended the Town Board similarly approve of the Final CSM request and the waiver as noted, inclusive of amended Condition No. 26 of the Planner's Report.

Supervisor Graham made a motion to approve the Final CSM for Soli Deo Gloria LLC (Dekan), and Item 26 of the Planner's Report. His motion was seconded by Supervisor Wiedenman and carried.

Clint Weninger was present, from Payne and Dolan, to discuss temporary night time load out operations at the Dousman Aggregate Site. He apologized for how he handled this request. He should have talked to the Town first. He explained that they have a construction contract with the Wisconsin DOT on I-94 in western Waukesha County that requires the work to be completed at night. They would utilize the Dousman Aggregate Site for this project and the operations at the site would include the trucking of materials and associated load out and scaling. The truckers will be told to only travel north on CTH C to Hwy. 18, and to be respectful of the neighbors.

The work is supposed to begin in June, and run to mid-August. Night time hours are 8:30 P.M. to 3:30 A.M., Monday through Thursday, and Friday from 9:30 P.M. to 5:30 A.M. He anticipates that they will be running 10-15 loads per hour.

Supervisor Jones made a motion to grant permission for the operation and hours described. His motion was seconded by Supervisor Wiedenman and carried.

Dan Magnuson, CEO of Lad Lake, and Jeff Pease were present with their Annual Report. Mr. Magnuson reported that their operation is steady as she goes. They still have a 130-acre parcel

of land for sale. They have 50-60 kids on campus in a year's time. They are currently down to approximately 30 kids on campus, and they have closed programming until the dust settles. They have had no positive Covid 19 cases – students and staff alike.

Supervisor Wiedenman asked when they would open up more services. Mr. Magnuson said that he did not have an answer, but is grateful that they have been able to retain their staff. The Board thanked them for coming.

Anne Bretl had requested that she and her husband appear before the Board to ask permission to operate a slalom course with the addition of a ski-jump on Pretty Lake as they have for several years. Although the Bretls were not in attendance, the Board took action on the request. Supervisor Jones made a motion to approve the request, as there have been no complaints. The same conditions as those imposed in previous years will be imposed again this year. His motion was seconded by Supervisor Graham and carried.

Supervisor Jones made a motion to approve the request made by the Kettle Moraine Gold Club, for a Combination Class B fermented malt beverages and intoxicating liquor license for Victoria Spaulding, Rick Callies, Agent, at their location at W365s4299 State Road 67, Dousman, WI. His motion was seconded by Supervisor Graham and carried.

Supervisor Graham made a motion to approve the list of applicants for Operator's License for employees of the Kettle Moraine Golf Club as follows: Rick Callies, Susan M Callies, Rachel Masek, Amber Otto, Ashley Eichstaedt, Dan Galubinski, Halle Gaura, Morgan Vukovich, Faith Hilmer, and Margaret Rose Kohlhardt. His motion was seconded by Supervisor Wiedenman and carried.

Supervisor Graham made a motion to approve an amendment to the 2020 Town's budget. \$4,487.00 was refunded to a Town resident for a palpable assessment error, when nothing had been included in the budget for that expense. Money will be taken from existing surplus to fund the additional expense. Supervisor Jones seconded the motion and it carried.

Supervisor Jones said that he had not spoken to Mike Kilsdonk, so he had no park update.

Supervisor Wiedenman attempted to get RFP information from the Town of Eagle, regarding garbage and recyclable collection proposals, and learned that they went through the process without proposals and used vendor estimates instead. Chairman Rupp typed a Request for Proposal. The Board decided that the RFP will be sent to Badgerland Disposal, John's Disposal, and Advance Disposal this month, and action on this item will be taken next month.

Supervisor Graham made a motion to submit an edited RFP to the three vendors listed above. The responses will be opened at the July 13, 2020 Ottawa Town Board meeting. Supervisor Wiedenman seconded the motion and it carried.

The Board reviewed the Town's complaint policy. The Board does not accept anonymous complaints as per policy.

Chairman Rupp said that she had spoken to Town Attorney John Macy about Supervisor's pay. Currently, there is a Town Board Supervisor who does not attend meetings, but still receives his pay checks monthly. The attorney made suggestions. All three Supervisors in attendance said that they would talk to Supervisor Smukowski during the month, to express their opinions to him.

Chairman Rupp reminded the Board members of future meeting dates and times:

Board of Review – June 30, 2020, 6:00 P.M. to 8:00 P.M.

Western Lakes Fire District - July 22, 2019, 6:30 P.M. – Capital budget meeting

“ - September 8, 2020, 6:30 P.M. – Operational budget meeting

Bob Steker was present, with public comments. He is a resident on Hunters Lake. He asked if he could replace the smashed plexiglass that covers a sign at the Hunters Lake access. The Board did not have a problem with his request, and he said he would do the work.

Chairman Rupp received correspondence from another Hunters Lake resident, Jill Bedford. She requested the Town to place No Wake buoys between upper and lower Hunters Lake. Chairman Rupp also received a complaint from Mark Bartel, who lives on Hunters Lake Road, and wants the pot holes on Hunters Lake Road filled.

Supervisor Graham made a motion to approve the bills for payment, as listed in addition to payroll and withholding checks for M Klein and L Geyman, Cardmember Services, John's Disposal Service, and We Energies. His motion was seconded by Supervisor Jones and carried.

Supervisor Wiedenman made a motion to approve the minutes from the meeting held on May 11, 2020, as presented. 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