

OTTAWA TOWN BOARD

Meeting Minutes March 10, 2025

The meeting of the Ottawa Town Board was called to order by Chairman Rupp.

Roll call attendance was taken and Town Supervisors Jones and Smukowski were present.

Bart Nies, Engineer, presented the 2025 road program construction bid recommendation of award. There were three competitive bids for a portion of Parry Road, a portion of Ridgeway Drive and N. School Section Lake Road, with an alternate bid to include an additional portion of Ridgeway Drive. The Town will receive a \$21,000 LRIP grant and there will be additional Engineering fees at approximately \$50,000. Construction will begin sometime after June 10, 2025. After some discussion, Supervisor Jones made a motion to award the contract to Wolf Paving with the lowest base bid and alternate bid, in the amount of \$385,910.00 with additional for engineering fees using money budgeted for the roads and the general fund. The motion was seconded by Supervisor Smukowski and carried. The Engineer will provide information on a pre-construction meeting date and will provide the Clerk with wording for the project to be posted on the website for the purpose of notifying the residents.

Supervisor Jones made a motion to skip ahead on the agenda to item #4 – No Parking signage considerations. The motion was seconded by Supervisor Smukowski and carried.

The Engineer provided Chairman Rupp with information on no parking sign placement considerations for Gramling Rd. He explained the legal requirements for sign size, height and spacing between signs. The signs need to be 18x24, 6 ft. high and spacing between 225-315 ft apart. Cheryl shared the sign cost to be \$76/ea. Bart stated that you would need a start no parking, end no parking and signs in between.

The next item on the agenda was for an update to ordinance 7.06(5) – specific no parking zones. Chairman Rupp noted the attorney's mention of possible concerns from the DNR regarding the Ice Age Trail (corrected to Glacial Drumlin Trail) to the north, and also the culvert or bridge on Gramling that had to be large enough to allow for portage. Supervisor Jones spoke to wanting to keep the rustic nature of the road without having signage everywhere. After looking at it more closely, there are some severe drop-offs on the side of the road that most people would not park by. Discussion was had to have each board member take a drive down Gramling to consider which area can be more specified for no parking around Badger Kart Club. Supervisor Smukowski made a motion to table this item to the April Town Board meeting. The motion was seconded by Supervisor Jones and carried.

Supervisor Jones made a motion to accept the Treasurer's monthly financial activity report as presented. The motion was seconded by Supervisor Smukowski and carried.

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

Chief Bowen gave an update on the Western Lakes Fire District. Assistant Chief Tom Scheutz has retired after 48 years of service. An event will be planned for him. Chief also spoke of outdoor fires being an issue. Residents are encouraged to keep an eye on the dry conditions and wind to prevent the many vegetation fires that have been occurring. Chief also shared that an anonymous Town of Ottawa resident made a donation in the amount of \$3,000 to WLFD in honor of her late son. She requested the funds go towards their peer support and mental health programs to help prevent suicide within their own fire district. Chief also shared that a recently purchased house in Ottawa will be razed, and the owners have generously offered it to WLFD to do live fire training. Chief also detailed the great improvements in staffing and response time that have taken place district wide.

Public comment was held. The following residents spoke:

Jean Bosenbecker, Parry Road, commented on the snow plowing being improved on her road with them using the smaller plow truck.

Sandy Scherer, Town Planner, pointed out a correction to the board's discussion regarding the trail off of Gramling Lane near the no parking area discussed. It is the Glacial Drumlin Trail not the Ice Age Trail.

Public comment was closed.

The next item on the agenda was for Resolution 3-25 honoring Sandy Scherer, Town Planner, on her retirement. Chairman Rupp read the resolution to all. Supervisor Jones made a motion to have a ten-minute break to congratulate Sandy. The motion was seconded by Supervisor Smukowski and carried.

The meeting resumed with discussion on town road crack filling for 2025. Chairman Rupp shared information on some companies that could be considered. Discussion was had on how to compare rates. Supervisor Smukowski is willing to look through any maps of past crack filling. The board discussed that they still agree crack filling is worthwhile. Supervisor Smukowski made a motion to table this item to the April board meeting. The motion was seconded by Supervisor Jones and carried.

Discussion was had regarding signage for the four boat launches to address no wake enhancement. Chairman Rupp shared comments on the sign from the Town Attorney. After some discussion the board agreed on verbiage for the signs. Supervisor Jones would like all the signs at the boat launch to be consistent. The other signs may need updating also. Supervisor Jones made a motion to create a sign with the wording as discussed to be posted at the four boat launches. The motion was seconded by Supervisor Smukowski and carried.

The purchase of signs for the boat launches was discussed. Supervisor Jones received one quote from Pete Kraeger for the purchase of five signs @ \$125/each. Supervisor Jones made a motion for the Clerk to order five signs through Sign Pro Web at a cost of \$695. The motion was seconded by Supervisor Smukowski and carried. Supervisor Jones will handle coordinating the installation of the signs after the ordinance goes into effect.

The board discussed who would take Board of Review training this year. Both Supervisors Jones and Smukowski will take the training.

Chairman Rupp shared a request to have a board member become a liaison with an ATV workgroup including members from neighboring municipalities. The liaison could meet with the workgroup and bring any information back to the board for discussion. Supervisor Smukowski made a motion for Supervisor Jones to be the liaison with the ATV workgroup. The motion was seconded by Chairman Rupp and carried.

Saturday, April 5th is large trash day. Supervisor Wiedenman had volunteered to help at that event. Clerk Geyman will reach out to him to remind him of that date.

Cemetery survey update was the next item on the agenda. Supervisor Wiedenman was not in attendance to give that update. Supervisor Jones made a motion to table this item to the April board meeting. The motion was seconded by Supervisor Smukowski and carried.

Chairman Rupp reminded everyone that the Town's Annual meeting will be on Tuesday, April 15th at 6:00 p.m.

There was no lakes update.

There was no park update.

Supervisor Jones made some amendments to the minutes from February. Supervisor Smukowski made a motion to approve the minutes from the February 10, 2025 meeting as amended. The motion was seconded by Supervisor Jones and carried.

Under correspondence the following was shared: pipeline mailer, OASC, dam inspection services mailer, an email from Gary Goodchild of an old Pretty Lake newsletter, Sandy Scherer retirement invitation, responses on line striping.

Supervisor Smukowski made a motion to pay bills as listed, in addition to payroll and associated withholding payments for L Geyman, M Barnhart, J Jansen, poll workers, cardmember services, WE energies and John's Disposal. His motion was seconded by Supervisor Jones and carried.

A motion was made by Supervisor Jones and seconded by Supervisor Smukowski to adjourn. Motion carried unanimously.

Respectfully submitted,

Lori J. Geyman, WCMC
Clerk/Treasurer, Town of Ottawa