

OTTAWA TOWN BOARD

Meeting Minutes March 13, 2023

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

Roll call attendance was taken and Town Supervisors Graham, Jones and Wiedenman were present.

Chairman Rupp announced that we have a super-majority.

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

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

Supervisor Jones made a motion to accept the Engineer's status report. The motion was seconded by Supervisor Graham and carried.

Town Engineer Sean Sullivan was present. He spoke on different aspects of the 2023 road bids. Supervisor Graham made a motion to move forward with Wolf Paving with items 1, 2 & 3 listed under the base bid as well as items 1, 3 & 7 on the mandatory alternates list. The motion was seconded by Supervisor Jones and carried. Clerk Geyman asked the Engineer for a total of those projects. Mr. Sullivan responded that the total looks to be \$271,259.82. This project does not contain the culvert on Hwy. D and Moraine Hills or the Town Hall parking lot. Those would be additional costs. After the pre-construction conference Mr. Sullivan will know the Engineering cost estimates.

Chairman Rupp stated that during public comment anyone who wishes to speak should keep their comments under three minutes, avoid repetitive comments and to please state their name and address.

Amy Alles, S40W34091 Highland Ct., stated that she has lived here for two years and parents parking on Rue Parc while awaiting the school bus has never been an issue until now. She hopes people will talk and be a good neighbor.

James Kohne, S45W34379 Rue Parc, agreed with Ms. Alles. The parking occurs when it is cold out.

Neil Adamek, S40W34339 Rue Parc, stated that the parking is on the single lane side of the island on Rue Parc which blocks the exit. The sheriff told him that he could not exit Rue Parc on the other side of the island in the road as that would be illegal and the sight line from that lane is not safe. He would like to see no parking signs on the single lane exit so the road is not blocked. He presented more photographs of the cars to the Town Board.

Mary Preen, S45W34379 Rue Parc, was very upset that pictures were being taken.

Chairman Rupp explained that she had asked for photographs to present to the board to aid in the discussion.

There was no other public comment.

Chief Bowen was present to give an update on the WLFD. He inquired if the Town would be interested in drafting a resolution regarding shared revenue for the Fire Department to be sent to the Governor, Senators and Legislators.

Waukesha County Sheriff Deputy Borkhuis was present. He was able to answer some questions regarding impeding traffic on Rue Parc. Chairman Rupp explained the solution that the bus company has implemented. After some discussion, Supervisor Jones made a motion to ask the parents to work with the bus company proposal and park on the other side of the street. The parking can be revisited if this continues to be an issue. The motion was seconded by Supervisor Wiedenman and carried.

Supervisor Graham made a motion to amend the 2022 budget for an increase in general fund revenues for the following: Transportation aids \$43,706, Building permits \$5,352, Occupancy bond forfeitures \$11,000 and interest on investments \$22,670 for a total of \$82,728. The motion was seconded by Supervisor Wiedenman and carried unanimously.

Supervisor Graham made a motion to amend the 2022 budget for an increase in general fund expenditures for the following: Town Board \$366, Elections \$28, Assessor \$8,607, Professional fees \$3,075, Inspection \$1,901, Highway and transportation \$85,702 and parks \$3,580 for a total of \$103,259. The motion was seconded by Supervisor Wiedenman and carried unanimously.

Discussion was had regarding a cash deposit account we have with Holtger Bros. The bank is going to begin charging fees for paper statements. The statements will be printed every month by the clerk from online access. The signer on the account will be switched to the clerk. Supervisor Wiedenman made a motion to approve the authorization letter to BMO bank. The motion was seconded by Supervisor Jones and carried.

Chairman Rupp spoke about an agreeable timeframe for discussing employee performance and pay closer to the budget workshop. Supervisor Graham made a motion to shift these annual discussions to the September meeting. Supervisor Jones added that the employee handbook would need to change. Supervisor Graham amended his motion to add updating the employee handbook as well regarding employee performance reviews. The amended motion was seconded by Supervisor Jones and carried.

The only lakes update was regarding Hunter's lake. They are repairing a boardwalk and will be on the next plan commission agenda.

There was no update on the park. Supervisor Jones stated that next month there will be some action items.

Chairman Rupp spoke about the ability to recruit some volunteers in different areas. Discussion was had regarding a form or the ability to reach out to the clerk if interested. Supervisor Graham made a motion to set up and add a volunteer option to our website. The motion was seconded by Supervisor Wiedenman and carried.

Some discussion was had regarding the Town's fire fee formula and some possible adjustments to be considered.

Supervisor Jones made a motion to approve the minutes of the February 20, 2023 meeting. The motion was seconded by Supervisor Graham and carried.

Chairman Rupp shared correspondence from OASC, Board of Review training sessions and a Waukesha County letter regarding road striping. Supervisor Jones shared information on renting a brush mower and Clerk Geyman shared an update received from the WI elections commission on their polling place accessibility report from their evaluation of the Town of Ottawa in November.

Supervisor Graham made a motion to pay bills as listed, in addition to payroll and associated withholding payments for L Geyman, M Barnhart, cardmember services and election inspectors. His motion was seconded by Supervisor Jones and carried.

A motion was made by Supervisor Wiedenman and seconded by Supervisor Graham to adjourn. Motion carried unanimously.

Respectfully submitted,

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