

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS
REGULAR BOARD MEETING MINUTES**

Monday, March 21, 2022.

Acting Chairman John Roelandts called the meeting to order at 6:00 p.m. Supervisor's present included John Koepke and Terry Largent. Chairman Robert C. Hultquist and Supervisor Rosie Rutkowski were excused. Also in attendance were Police Chief Kristen Wraalstad, Highway Superintendent Sam Salzman, Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Lori Opitz. For additional attendees please see sign-in sheet.

Those present stood to recite The Pledge of Allegiance

Approve Minutes from regular Board meeting March 7, 2022. – Supervisor Koepke made the motion to approve the minutes from the March 7, 2022 meeting as presented. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

Correspondence. – Administrator/Planner Jeff Herrmann stated the Board has a copy of the proposed Outdoor Recreational Plan that he would like them review before it appears on the agenda for them to approve in May.

Comments from the Floor on Agenda items or any other items. - None

OLD BUSINESS:

1. **Consider and Act on Ordinance 2022-2; A Gun Ordinance.** – This item was removed from the agenda at this time and will be brought back at a later date.
2. **Consider and Act on part-time employment and purchasing equipment for watering and taking care of the flowers in downtown Okauchee.** – After considerable discussion, the Board decided to table this item so Highway Superintendent Sam Salzman could do further research.

NEW BUSINESS:

1. **Consider and Act on Resolution 2022-4 for the 2022 Road Program.** – Supervisor Koepke made the motion to approve resolution 2022-4 for the 2022 road program awarding it to Wolf Paving in the amount of \$535,475.20. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on using ARPA funding for the 2022 Road Program & equipment for flowers and snow removal.** – Highway Superintendent Sam Salzman stated the road program came in over what was expected by him or the Town Engineer and it could be possible it did because of the soaring prices of everything this year. Supervisor Koepke made the motion to use up to \$30,000 of the ARPA funds to cover the costs of the 2022 Road Program. Acting Chairman John Roelandts seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on using ARPA funding for new computers, printer & server.** – Administrator/Planner Herrmann stated there are areas that are in need of this equipment and some of this has been budgeted, but the if the Board approves the use of the ARPA funds to cover these costs, what was budgeted and not used could go back into the General Fund. Supervisor Koepke made the motion to approve the purchases of new computers, printer and server with the use of the ARPA funds. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on a date to go over the 5-year budget and the use of the ARPA funds.** – Administrator/Planner Jeffrey Herrmann stated he would like to have a meeting on May to sit down and go over the 5-year budget; he stated the meeting could last a couple of hours so they can go through each line item in detail for the 5-year plan
5. **Consider and Act on the Class B Retail License for Okauchee Lions Club LLC; N49W34400 Wisconsin Avenue, Okauchee – Cheryl Matteson, Agent for the period of March 21, 2022 to June 30, 2022.** – Supervisor Koepke made the motion to approve the Class B Retail License for Okauchee Lions Club LLC, N49W34400 Wisconsin Avenue for the period of March 21, 2022 to June 30, 2022. Acting Chairman Roelandts seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on Certified Survey Map (CSM) for Cyrus Peterson (owner/applicant), W343 N7303 North Pole Lane, Oconomowoc, WI. The subject property is described as PT SW ¼ SE ¼ of Section 13, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 0484.990.003)** – Supervisor

Koepke made the motion to approve the certified survey map for Cyrus Peterson, W343N7303 North Pole Lane per the recommendations of the Plan Commission. Acting Chairman Roelandts seconded the motion. Motion carried by unanimous voice vote.

7. **Consider and Act on Waivers for Certified Survey Map (CSM) for Cyrus Peterson (owner/applicant), W343 N7303 North Pole Lane, Oconomowoc, WI. The subject property is described as PT SW ¼ SE ¼ of Section 13, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 0484.990.003)**

- a. **Section 265-31 (L) – Remnant Parcel shown on the CSM.**
- b. **Section 265-41 (A) - Side Lot lines shall be at right angles to straight street lines or radial to curved street lines on which the lots face.**
- c. **Section 265-41 (C) – Depth to width ratio of 2:1.**
- d. **Section 265-41 (F) – frontage on North Pole Lane.**

Administrator/Planner Jeffrey Herrmann stated per his recommendations the Town Plan Commission approved A & C but denied B & D and was asking the Town Board to do the same. Supervisor Koepke made the motion to approve waivers A & C and deny B & D for the certified survey map for Cyrus Peterson, W343N7303 North Pole Lane per the recommendations of the Town Plan Commission. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

8. **Consider and Act on Certified Survey Map (CSM) for Larry & Suzanne Rather, W384 N9222 STH 67, Oconomowoc, WI. The subject property is described as PT NE ¼ of Section 5, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 0449.997.001 & OCOT 0449.997)**

Supervisor Koepke made the motion to approve the certified survey map for Larry & Suzanne Rather, W384N9222 STH 67 per the recommendations of the Town Plan Commission. Acting Chairman Roelandts seconded the motion. Motion carried by unanimous voice vote.

9. **Consider and Act on Waivers for Certified Survey Map (CSM) for Larry & Suzanne Rather, W384 N9222 STH 67, Oconomowoc, WI. The subject property is described as PT NE ¼ of Section 5, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 0449.997.001 & OCOT 0449.997)**

- a. **Section 265-31 (L) – Remnant Parcel shown on the CSM.**

Supervisor Koepke made the motion to approve the waiver for the certified survey map for Larry & Suzanne Rather, W384N9222 STH 67 per the recommendations of the Town Plan Commission. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

10. **Consider and Act on Certified Survey Map (CSM) for Dan Groskopf (applicant), Christopher Hubbard (owner) W354 N5053 Road T, Oconomowoc, WI. The subject property is described as PT NW ¼ SE ¼ of Section 35, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 572.986)**

Supervisor Koepke made the motion to approve the certified survey map for Dan Groskopf (applicant), Christopher Hubbard (owner) at W354N5053 Road T per the recommendations of the Town Plan Commission. Acting Chairman Roelandts seconded the motion. Motion carried by unanimous voice vote.

11. **Consider and Act on Certified Survey Map (CSM) for Hans Weissgerber Jr., PO Box 41, Okauchee, WI. The subject property is described as all of Lots 33, 34, and 35 of the Map of Point Comfort Okauchee and all of Lots 5, 6, 7, 8, 9, 10, 11, 12, 13 and part of Lot 14 Map of Okauchee Lake Heights, being a part of the SW ¼ of the NW ¼ and part of the NW ¼ of the SW ¼ of Section 36, T8N, R17E, Town of Oconomowoc. (Tax Key No.'s OCOT 0057.240, OCOT 0574.241, OCOT 0574.242, OCOT 0574.245, OCOT 0574.247, OCOT 0574.248, OCOT 0574.249, OCOT 0569.045, and OCOT 0569.047.**

Supervisor Koepke made the motion to approve the certified survey map for Hans Weissgerber Jr. for Lots 33, 34, and 35 of the Map of Point Comfort Okauchee and all of Lots 5, 6, 7, 8, 9, 10, 11, 12, 13 and part of Lot 14 Map of Okauchee Lake Heights per the recommendations of the Town Plan Commission. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

12. **Consider and Act on Zoning Amendment request (RZ94) for the property owned by Joseph and Sheryl Garvens, W380N6391 Florence Lane, Oconomowoc, WI 53066 to rezone the subject property from the A-2 Rural Home District to the B-3 General Business District. The property is described as part of the W ½ and NE ¼ of Section 31, T8N, R17E, Town of Oconomowoc.**

Supervisor Koepke made the motion to approve the zoning amendment request (RZ94) for the property owned by Joseph and Sheryl Garvens, W380N6391 Florence Lane to rezone the subject property from the A-2 Rural Home District to the B-3 General Business District per the recommendations of the Town Plan Commission. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

13. **Consider and Act on potential day and hour changes for the summer months.**

Administrator/Planner Herrmann stated the Clerk's office was looking at changing their hours for the summer months. He stated that Danielle is looking at having Monday's off during the summer and working Tuesday through Friday from 6:30 a.m. to 4:30 p.m. and Lori would work Monday through Thursday from 6:30 a.m. to 4:30 p.m. with having Friday's off. He stated the office will continue to be open Monday

through Friday from 8:00 a.m. to 4:00 p.m. and there will be adequate coverage during that time, just that one employee would be off the whole day on Monday and the other one on Friday. Acting Chairman Roelandts made the motion to approve the change in hours for the Clerk's office from Memorial Day through Labor Day. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

14. **Chairman Hultquist.** – Excused

15. **Supervisor Reports.**

a. **John Koepke.** – Nothing to report

b. **Terry Largent.** – Nothing to report

c. **Rosie Rutkowski.** - Excused

d. **John Roelandts.** – Nothing to report

16. **Public Works Superintendent Salzman.** – Nothing to report

17. **Chief Wraalstad.** – Nothing to report

18. **Administrator/Planner Herrmann.** – Nothing to report

19. **Clerk/Treasurer Opitz.** – Nothing to report

20. **Approve Vouchers and Checks.** – Supervisor Largent made the motion to approve vouchers and checks subject to Administrator/Planner Jeffrey Herrmann's approval. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

21. **Adjourn.** – Acting Chairman Roelandts made the motion to adjourn at 6:48 p.m. Supervisor Largent seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –

Lori Opitz, WCMC

Clerk/Treasurer