

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

May 1, 2023

Chairman Robert C. Hultquist called the meeting to order at 5:58 p.m. Supervisor's present included John Koepke, John Roelandts, Erik Mullett and V.J. Scully. 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 meeting April 18, 2023. – Supervisor Mullett made the motion to approve the regular meeting minutes of April 18, 2023 as presented. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.

Correspondence. - None

Comments from the Floor on Agenda items or any other items. –

Sue Hildebrand, N53W358765 Hillview Court spoke about the memorial to be held on Lake Drive and was concerned that the barn that is on the property has been recently renovated and she is hoping that this does not set a precedent and that the property will eventually be an event barn

Administrator/Planner Jeffrey Herrmann stated that the property in question will stay residential and that an event barn is not possible for that area.

Chief Brad Bowen from Western Lakes Fire Department gave an over-view of the department for the last few months and handed reports to each of the Board members.

Supervisor John Koepke questioned Chief Brad Bowen regarding the accident on March 28th and the response time and stated that he lost a friend that day and it was hard to be at the funeral hugging the wife and the children of the friend that he lost and said he was not done with the conversation with Chief Bowen regarding the accident.

NEW BUSINESS:

1. **Introduction and official oath of office for Police Officer Joshua Doering.** – Introduction and official oath of Officer Joshua Doering was given.
2. **Discussion on Ordinance 2023-8; an Ordinance regarding the regulation of vacation rental establishments.** – The Board discussed the changes of the ordinance and Chairman Hultquist asked the Board to review and if they had any changes, they should get their suggestions to Administrator/Planner Herrmann because this ordinance would be brought back on the May 15th agenda for the Board to take action on.
3. **Consider and Act on Fire Department Committee.** – Chairman Robert C. Hultquist stated this line item will be taken off the agenda and be brought back for the May 15th agenda because he has not been able to talk to a couple of the candidates that he would like to appoint.
4. **Consider and Act on appointing Wayne Euclide as Plan Commission liaison.** – Supervisor Roelandts made the motion to approve Wayne Euclide as Plan Commission liaison. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on appointing V.J. Scully as Lac La Belle liaison.** – Supervisor Roelandts made the motion to approve V.J. Scully as Lac La Belle liaison. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on appointing Sam Salzman as Weed Commissioner.** – Supervisor Koepke made the motion to approve Sam Salzman as Weed Commissioner. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on the use of ARPA Funds to purchase a brine maker and brine sprayer.** – Highway Superintendent Salzman stated the City of Oconomowoc has been supplying the Town with the Brine, but the City is not able to keep up with the supply for the Town as well as supplying it for the

City. He also stated that by using the brine, it has cut down on the salt the Town has had to use and the brine actually helps keep the salt on the road. Supervisor Roelandts made the motion to use \$49,198.00 of ARPA funds to purchase a brine maker and brine sprayer. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

8. **Consider and Act on the special event application for Ragnar Events LLC, to hold GMW Ragna Relay on Town Roads on May 12 & 13th, 2023 from 9:00 p.m. to 9:00 a.m.** – Police Chief Wraalstad stated she has not been contacted by the event regarding this and she does not know if they need to patrol while this event is going on and if she does, she will have to staff this at over-time considering the event is about a week away. Supervisor Roelandts made the motion to deny the special event application for Ragnar Events LLC, to hold GMW Ragna Relay on Town Roads on May 12, & 13 from 9:00 p.m. to 9:00 a.m. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on the Brendan Schmitt memorial to be held at N52W35634 W. Lake Drive on Sunday, July 23, 2023.** – Administrator/Planner Herrmann stated he met with the event coordinator last week regarding this and he has no problem with the event, but the applicant wanted a liquor license, which the Town can't give to residential home, but the applicant said the alcohol was donated and if they could take donations for the alcohol. He stated he is working with the Town attorney regarding this because this could be a fine line when it comes to handing out alcohol, but taking donations at the same time. After considerable discussion, the Board decided to table this until Administrator/Planner Herrmann could discuss this further with the Town attorney.
10. **Consider and Act on the revised special event application for Kenny's Gin Mill, W380N8453 Mill Street, to hold Kenny's Celebration of Life on May 21, 2023 from 1:00 p.m. to 6:00 p.m.** – Administrator/Planner Herrmann stated the Board already approved this event, the event is just being changed to a different day. Supervisor Roelandts made the motion to approve the revised special event application for Kenny's Gin Mill, W380N8453 Mill Street, to hold Kenny's Celebration of Live on May 21, 2023 from 1:00 p.m. to 6:00 p.m. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
11. **Consider and Act on the Certified Survey Map (CSM) for Joe Miller, N57W34599 Road G, Oconomowoc, WI 53066. The property is described as Lot 1 and the East 25 feet of the South 186.50 feet of Lot 22 Map of the re-subdivision of Lots 1-5 & 20, 22 and 23 Nickle Point, Certified Survey Map No. 10750, being a part of the SE ¼ of the SW ¼ Section 25, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0531.064).** – Supervisor Koepke made the motion to approve the certified survey map for Joe Miller, N57W34599 Road G per the Town Plan Commission recommendations and the recommendations of Administrator/Planner Herrmann's report dated April 16th, 2023. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
12. **Consider and Act on the Certified Survey Map (CSM) for Shantelle Schmidt, N52W37171 Washington St, Oconomowoc, WI 53066. The property is described as all of Lot 8 and part of Lots 6 and 7, Block 14-N of the corrected plot of Oconomowoc Heights Section A, SE ¼ of the NE ¼ of Section 33, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0561.326).** – Supervisor Koepke made the motion to approve the certified survey map for Shantelle Schmidt, N52W37171 Washington Street per the Town Plan Commission recommendations and the recommendations of Administrator/Planner Herrmann's report dated April 22nd, 2023. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
13. **Consider and Act on the Certified Survey Map (CSM) for JTM Properties, 1143 Mary Hill Circle, Hartland, WI 53029. The property is described as all the part of Lots 4, 5 and 6 in Map of Wegner Park, a re-subdivision of Lots 12 and 13 in Petersen's Plat of Okauchee, being a part of the NE ¼ of the NW ¼ of Section 36, T8N, R17E, in the Town of Oconomowoc. More specifically, the properties are located on the South side of Road E, at N55W34557 Road E (Tax Key No. OCOT 0574.043).** – Supervisor Roelandts made the motion to approve the certified survey map for JTM Properties, 1143 Mary Hill Circle, Hartland for the property located on the South side of Road E at N55W34557 Road E per the Town Plan Commission recommendations and the recommendations of Administrator/Planner Herrmann's report dated April 22nd, 2023. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
14. **Chairman Hultquist.** – Nothing to report
15. **Supervisor Reports.**
 - a. **John Koepke.** – Nothing to report
 - b. **V.J. Scully.** – Nothing to report
 - c. **Erik Mullett.** – Nothing to report
 - 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 Mullett made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
21. **The Board will enter, by roll call vote, into Closed Session pursuant to State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Clerks Office)**

Chairman Hultquist made the motion and Supervisor Roelandts seconded to go into Closed Session at 6:47 p.m. Voice vote was taken: Chairman Hultquist; aye, Supervisor Koepke, aye; Supervisor Roelandts, aye; Supervisor Mullett, aye and Supervisor Scully, aye. Motion carried.

Supervisor Roelandts made a motion and Chairman Hultquist seconded to exit Closed Session and reconvene into Open Session. Voice vote was taken: Chairman Hultquist, aye; Supervisor Koepke, aye; Supervisor Roelandts, aye; Supervisor Mullett, aye and Supervisor Scully, aye. Motion carried unanimously. Closed session exited at 7:28 p.m.

Reconvene to Open Session immediately following the Closed Session

22. **Adjourn.** – Supervisor Roelandts made the motion to adjourn at 7:29 p.m. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer