

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

May 15, 2023

Chairman Robert C. Hultquist called the meeting to order at 6:00 p.m. Supervisor's present included, John Roelandts, Erik Mullett and V.J. Scully. Supervisor John Koepke was excused. Also in attendance were Attorney Kathleen Bodenbach, 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 May 1, 2023 and the Special meeting May 9, 2023. – Supervisor Roelandts made the motion to approve the Regular May 1st and the Special Meeting May 9th minutes as presented. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.

Correspondence. – A letter was received and a copy given to all Town Board members from Attorney Alex Kay regarding his concerns with the two firework applications for the property at W344N6569 Jorgenson Way.

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

CONSENT AGENDA:

1. **Consider and Act on firework permit for Five Star Fireworks, LLC PO Box 143, Oconomowoc, WI to use fireworks for pyrotechnic display on Okauchee Lake, W344N6569 Jorgenson Way on May 27, 2023 at approximately 9:00 p.m.**
2. **Consider and Act on firework permit for Five Star Fireworks, LLC PO Box 143, Oconomowoc, WI to use fireworks for pyrotechnic display at Misty Meadows Commons Area on June 17, 2023 at approximately 9:45 p.m.**
3. **Consider and Act on firework permit for Five Star Fireworks, LLC PO Box 143, Oconomowoc, WI to use fireworks for pyrotechnic display on Okauchee Lake, W344N6569 Jorgenson Way on July 1, 2023 at approximately 9:45 p.m.**
4. **Consider and Act on firework permit for Five Star Fireworks, LLC PO Box 143, Oconomowoc, WI to use fireworks for pyrotechnic display on Okauchee Lake Island, 5253 Lacy Lane on July 2, 2023 at approximately 9:45 p.m.**
5. **Consider and Act on firework permit for Five Star Fireworks, LLC PO Box 143, Oconomowoc, WI to use fireworks for pyrotechnic display on Okauchee Lake Island, 5253 Lacy Lane on July 29, 2023 at approximately 9:30 p.m.**

Supervisor Mullett made the motion to approve the consent agenda as presented. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.

NEW BUSINESS:

1. **Discussion on Ordinance 2023-8; an Ordinance regarding the regulation of vacation rental establishments.** – Building Inspector Jared Theide was present to explain the property must obtain a DATCP license as a tourist rooming house and is subject to fees, inspections and obtain a municipal permit as required and the rental can't be less than seven (7) days. After considerable discussion, the Board agreed to make the necessary changes that were discussed with Town Attorney assisting and once the changes are made, it will be brought back for possible action.
2. **Consider and Act on a rezone request (RZ115) of Erik Swedberg, for property owned by Robert C. Swedberg, to rezone a portion of the subject property located at W350 W9355 Norwegian Road from the FLP Farmland Preservation District to the R-1 Residential District to create a 5-acre residential parcel that would consolidate the existing single-family residence and some of the farm buildings. The remainder of the property will remain in the Farmland Preservation District and the Farmland Conservancy District and will be used for agricultural purposes. The property is described as part of the NE ¼ of Section 2, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0437.998.002).** – Supervisor Roelandts made the motion to approve the rezone request (RZ115) of Erik Swedberg, for property owned by Robert C. Swedberg, to rezone a portion of the subject property located at W340N9355 Norwegian Road from the FLP Farmland Preservation

District to the R-1 Residential District to create a 5-acre residential parcel per the recommendation of the Town Plan Commission and Administrator/Planner Herrmann's report dated May 9, 2023. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.

3. **Consider and Act on the Certified Survey Map (CSM) for Erik Swedberg, N78 W37503 Tamarack Drive, Oconomowoc, WI 53066. The property is described as the NE ¼ of Section 2, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at W350 N9355 Norwegian Road, Oconomowoc (Tax Key No. OCOT 437.998.002).** – Supervisor Roelandts made the motion to approve the certified survey map (CSM) for Erik Swedberg, N78W37503 Tamarack Drive for the property located at W350N9355 Norwegian Road per the recommendation of the Town Plan Commission and Administrator/Planner Herrmann's report dated May 9, 2023. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on Ordinance 2023-9: an ordinance relating to community information signs.** – Supervisor Mullett made the motion to approve Ordinance 2023-9; an ordinance relating to community information signs. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on obtaining Ehlers to provided assistance to annual tax increment district reporting.** – Administrator/Planner Herrmann stated this is the first time the Town has experienced having to file a report with the state regarding the tax increment district. He stated with their help this year, we should be able to file the reports in the coming years. Supervisor Mullett made the motion to approve obtaining Ehlers to provided assistance to the annual tax increment district reporting. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on sidewalk repair on Elm Avenue next to mission lakes.** – Administrator/Planner Herrmann spoke about the area on Elm Avenue next to Mission Lakes and the money would come from the TID district. Supervisor Roelandts made the motion to approve the sidewalk repair on Elm Avenue next to Mission Lakes. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on appointment of Fire Committee.** – Chairman Hultquist stated he would like the approval and the appointment of Erik Muller, V.J. Scully, Bill Lincoln, Rosie Rutkowski and Jo Goralski to the Fire Committee and Administrator/Planner Herrmann as advisory. Supervisor Mullett made the motion to approve the appointment of the people listed. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on no parking signs on Road E.** – Police Chief Wraalstad stated there should be no parking on the West Side up to the mailboxes. After considerable discussion, the Town Board agreed to all meet on Road E before the next Town Board meeting to discuss this further.
9. **Chairman Hultquist.** – Nothing to report
10. **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
11. **Public Works Superintendent Salzman.** – Nothing to report
12. **Chief Wraalstad** – spoke about the fatal accident that occurred a few days prior at the stop lights in front of the Town Hall, the response time and the employees that came in to assist with traffic control. She also stated that there will be a promotion within the department for Sergeant and that will be announced/introduced at the next meeting.
13. **Administrator/Planner Herrmann.** – stated the camera's have been installed in and around the Town Hall and he will be having a meeting with the Western Lakes Fire Board regarding the letter he sent to them.
14. **Clerk/Treasurer Opitz.** – Nothing to report
15. **Approve Vouchers and Checks.** – Supervisor Mullett made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
16. **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)**

Supervisor Mullett made the motion and Chairman Hultquist seconded to go into Closed Session at 6:51 p.m. Voice vote was taken: Chairman Hultquist; aye, Supervisor Koepke, excused; Supervisor Roelandts, aye; Supervisor Mullett, aye; and Supervisor Scully, aye. Motion carried

Supervisor Roelandts made the motion and Chairman Hultquist seconded to exit Closed Session and reconvene into Open Session. Voice vote was taken. Chairman Hultquist, aye; Supervisor Koepke, excused; Supervisor Roelandts, aye; Supervisor Mullett, aye; and Supervisor Scully, aye. Motion carried unanimously. Closed session exited at 7:12 p.m.

Reconvene to Open Session immediately following the Closed Session

17. **Adjourn**. – Supervisor Roelandts made the motion to adjourn at 7:13 p.m. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer