

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

November 4th, 2024

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

Those present stood to recite the Pledge of Allegiance

Approve Minutes – No minutes.

Correspondence. - None

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

NEW BUSINESS:

1. **Consider and Act on thank you for Town Hall generator donation.** – After a brief discussion, Supervisor Mullett made the motion to approve a \$200.00 gift card. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
2. **Discussion on 2025 road program.** – The Board discussed the 2025 road program with Highway Superintendent Salzman.
3. **Consider and Act on Certified Survey Map (CSM) of Johnson & Hallett/Cinq Investments, LLC. The property is described as part of the SW ¼, Section 26, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at W3559N5744 Brown Street, Oconomowoc (Tax Key No. OCOT 0535.995.005 and OCOT 0535.995.006).** – Acting Chairperson Roelandts made the motion to approve the certified survey map of Johnson & Hallett/Cinq Investments for the property located at W355N5744 Brown Street per the recommendations of the Plan Commission. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on conditional use request of Leisha Smith for property owned by St. Joan of Arc Congregation, 120 Nashotah Road, Nashotah, WI 53058, for the construction of a columbarium with a patio area for the existing cemetery described as Certified Survey Map No. 2776, being part of the SW ¼ of Section 23, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 523.999.001).** – Supervisor Scully made the motion to approve the conditional use request of Leisha Smith for property owned by St. Joan of Arc for the construction of a columbarium with a patio area for the existing cemetery per the recommendations of the Plan Commission. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on zoning amendment request of Valerie Charapata, N30W26466 Peterson Dr, Pewaukee, WI 53072, to rezone approximately 1 acre of property located at W389N7868 Pennsylvania Street from FLP Farmland Preservation District to the R-1 Residential District to divide the homestead from the farm acreage. The subject property is located in the N ½ of the NW ¼ Section 17, R17E, Town of Oconomowoc. More specifically, the property is located at the Pennsylvania Street address cited above (Tax Key No. OCOT 498.999)** – Supervisor Koepke made the motion to approve the zoning amendment request of Valerie Charpata at N389N7868 Pennsylvania Street per the recommendations of the Plan Commission. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on Certified Survey Map (CSM) of Valerie Charapata. The property is described as part of the N ½ of the NW ¼ Section 17, R17E, Town of Oconomowoc. More specifically the property is located at W389N7868 Pennsylvania Street (Tax Key No. OCOT 498.999).** – Supervisor Koepke made the motion to approve the certified survey map of Valerie Charapata for the property located at W389N7868 Pennsylvania Street per the recommendations of the Plan Commission. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on Certified Survey Map (CSM) for Daniel and Sharon Sutton. The property is described as part of the S ½ of Lot 3, and part of Lot 4 Wegner’s Park, being a part of the NE ¼ of the NW ¼ of Section 36, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at N55W34673 Road E (Tax Key No. OCOT 574.038 and 0574.042).** – Supervisor Scully

made the motion to approve the certified survey map for Daniel and Sarah Sutton for the property located N55W34673 Road E per the recommendations of the Plan Commission. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.

8. **Consider and Act on Certified Survey Map (CSM) for Brian and Kristina May. The property is described as part of the S ¼ of Section 24, TBN, R17E, Town of Oconomowoc. More specifically, the property is located at W346N6701 Whittaker Road (Tax Key No. OCOT 527.999.013).** – Supervisor Scully made the motion to approve the certified survey map for Brian and Kristina May for the property located at W346N6701 Whittaker Road per the recommendations of the Plan Commission. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on the Certified Survey Map (CSM) for Okauchee Holdings, LLC. The property is described part of the NW ¼ of the SW ¼ of Section 36, T8N, R17E, Town of Oconomowoc. More specifically the property is located at N51W34922-42 Wisconsin Ave (Tax Key No. OCOT 575.981, 575.598.400 & 575.980).** – Supervisor Mullett made the motion to approve certified survey map for Okauchee Holdings, LLC for the property located at N51W34922-42 Wisconsin Avenue per the recommendations of the Plan Commission. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
10. **Consider and Act on the request of James Flanner, N50W35168 Wisconsin Avenue, for a second sewer residential equivalent connection.** – The Board made no action on this item.
11. **Consider and Act on the letter of credit reduction for Snyder Farms.** – The Board took no action on this item.
12. **Consider and Act on Resolution 2024-10; A resolution authorizing the issuance and sale of a \$1,120,000.00 general obligation promissory note.** – Supervisor Scully made the motion to approve resolution 2024-10; a resolution authorizing the issuance and sale of a \$1,120,000.00 general obligation promissory note. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
13. **Consider and Act on OABA Okauchee Street Dance on August 16, 2025 from 7:00 a.m. to 1:00 a.m.** – The Board took no action on this item.
14. **Chairman Hultquist.** - Excused
15. **Supervisor Reports.**
 - a. **John Koepke.** – Nothing to report
 - b. **VJ Scully.** – Nothing to report
 - c. **Erik Mullett.** – Nothing to report
 - d. **John Roelandts.**
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.** – Excused.
20. **Approve Vouchers and Checks.**
21. **The Board will enter, by roll call vote, into Closed Session pursuant to State Statue 19.85(1) ('e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Lac La Belle Merger)**

Supervisor Mullett made the motion and Supervisor Scully seconded to go into Closed Session at 7:01 p.m. – Voice Vote was taken – Chairman Hultquist, excused; Acting Chairman Roelandts, aye; Supervisor Mullett, aye; Supervisor Scully, aye. Motion carried

Supervisor Scully made the motion and Supervisor Mullett seconded to go into Open session at 7:47 p.m. Voice Vote was taken – Chairman Hultquist, excused; Acting Chairman Roelandts, aye; Supervisor Mullett, aye; Supervisor Scully, aye. Motion carried.

Reconvene into Open Session

22. **Adjourn.** – Acting Chairman Roelandts made the motion to adjourn at 7:48 p.m. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer