

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

**December 2, 2024**

Chairman Robert C Hultquist called the meeting to order at 6:00 p.m. Supervisor present included John Koepke, John Roelandts, Erik Mullett and VJ 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 the sign-in sheet.

Those present stood to recite The Pledge of Allegiance

**Approve Minutes from Town Board meeting November 12, 2024, November 13, 2024, & November 18, 2024.** – Supervisor Roelandts made the motion to approve the November 12<sup>th</sup>, November 13<sup>th</sup> and November 18<sup>th</sup> meeting minutes as presented. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.

**Correspondence.** – None

**Comments from the Floor on Agenda items or any other items.** – James Flannery questioned the availability of getting a sewer rec. for his property since the City does not allow rec connections for the Town anymore.

**OLD BUSINESS:**

1. **Consider and Act on the request of Teri Gonzalos to use the Mapleton Community Center for a non-profit home-schooling use 2-3 days per week.** – Tori Gonzalos was present and stated that she is looking for two times a month for about 2 hours starting in December until the end of May. Supervisor Mullett suggested for her to put a security deposit of \$250 down as well as a cost for the time of it being used at \$300.00 to cover the cost of heating supplies and heat; the security deposit will be returned at the end of May. Supervisor Roelandts made the motion to approve the request of Tori Gonzalos to use the Mapleton Community Center for a non-profit schooling program to use twice a month from December to the end of May with a \$250.00 security deposit, which will be returned and \$300.00 to use the center during that time. Supervisor Scully seconded the motion. Motion carried by unanimous voice vote.
2. **Consider and Act on the ATV/UTV ordinance for the Town of Oconomowoc.** – No action was taken on this item, and it will be brought back to the next agenda.

**NEW BUSINESS:**

1. **Chief Bowen's report.** – Gave his report
2. **Consider and Act on the purchase of a 2025 front mount loader plow and wing for \$41,250.00 using ARPA funds.** – Supervisor Scully made the motion to purchase a 2025 front mount loader plow and wing for \$41,250.00 using ARPA funds. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
3. **Consider and Act on the purchase of 2025 chassis in the amount of \$127,654.00 using ARPA funds.** – Supervisor Roelandts made the motion to approve the purchase of the 2025 chassis in the amount of \$127,654.00 using ARPA funds. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on the purchase of a 2025 Patrol Truck Package in the amount of \$156,738.13 using ARPA funds.** – Supervisor Scully made the motion to approve the purchase of a 2025 patrol truck package in the amount of \$156,738.13 using ARPA funds. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on a waiver of Section 265-41(a) side lot lines at right angles to the street for Brian & Kristina May for the property located at W346N6701 Whittaker Road.** – Supervisor Roelandts made the motion to approve the waiver of Section 265-41(a) side lot lines at right angles to the street for Brian & Kristina May for the property located at W346N6701 Whittaker Road. Supervisor Mullett seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on Ordinance to amend the Comprehensive Land Use Plan for Alex Spheeris, 175 E Wisconsin Avenue, Suite A, Oconomowoc on behalf of property owned by Pamela**

- Schutte, 166 Key Heights Drive, Tavernier, Florida. The subject property is located in part of the NE ¼ of Section 6, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0453.996).** – Supervisor Scully made the motion to approve the ordinance to amend the comprehensive land use plan for Alex Spheeris, 175 E Wisconsin Avenue on behalf of property owned by Pamela Schutte. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on Zoning Amendment (RZ153) for Alex Spheeris, 175 E Wisconsin Ave, Oconomowoc, for a property owned by Pamela Schutte, 166 Key Heights Drive, Tavernier, FL, to rezone the subject property described below from the FLP Farmland Preservation District to the R-1 District to allow an approximate 7.26 acre parcel to be divided from the parent parcel for a family member to construct a single family residence. The subject property is located in the NE ¼ of Section 6, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 453.996).** – Supervisor Scully made the motion to approve the zoning amendment (RZ153) for Alex Spheeris, 175 E Wisconsin Avenue for property owned by Pamela Schutte to rezone the subject property from the FLP Farmland Preservation District to the R-1 District to allow an approximate 7.26-acre parcel to be divided from the parent parcel to construct a single-family residence as recommended by the Town Plan Commission. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on the Final Plat for East Woodlake. Part of the S ½ of the SE ¼ of Section 20, T8N, R17E, Town of Oconomowoc (OCOT 0512.994).** – Supervisor Koepke made the motion to approve the final plat for East Woodlake subdivision. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on letter of credit reduction for Snyder Farms.** – Administrator/Planner Herrmann stated the amount would be \$65,700.00. Supervisor Roelandts made the motion to approve the letter of credit reduction for Snyder Farms. Supervisor Koepke seconded the motion. Motion carried by unanimous voice vote.
10. **Chairman Hultquist.** – Nothing to report
11. **Supervisor Reports.**
- a. **John Koepke.** – Nothing to report
  - b. **VJ Scully.** – Stated there is a tree lighting in Okauchee tomorrow and is encouraging people to attend.
  - c. **Erik Mullett.** – Working on a Town employee Christmas party and is looking to hold the venue at the Golden Mast; stated it would be around \$50 per person with approximately 80 people being invited.
  - d. **John Roelandts.** – Nothing to report
12. **Public Works Superintendent Salzman.** – Nothing to report
13. **Chief Wraalstad.** – Nothing to report
14. **Administrator/Planner Herrmann.** – Nothing to report
15. **Clerk/Treasurer Opitz.** – Nothing to report
16. **Approve Vouchers and Checks.** – Supervisor Mullett made the motion to approve vouchers and checks subject to Administrator/Planner Herrmann's approval. Supervisor Roelandts seconded the motion. Motion carried by unanimous voice vote.
17. **Adjourn.** – Supervisor Roelandts made the motion to adjourn at 7:06 p.m. Chairman Hultquist seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –  
Lori Opitz, WCMC  
Clerk/Treasurer