

VILLAGE OF OCONOMOWOC LAKE

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**OCONOMOWOC LAKE VILLAGE BOARD MEETING
MINUTES OF MONDAY, April 15, 2013,
Unofficial until approved by the Village Board.
Approved as written (X) or with corrections () on 05/20/2013.**

The regular monthly meeting of the Board of Trustees of the Village of Oconomowoc Lake was held on April 15, 2013, commencing at 7:08 PM, at the Village Hall, 35328 W. Pabst Road, Oconomowoc, Wisconsin. Legal requirements for notification as required by law have been met. Roll was taken followed by the Pledge of Allegiance with the following in attendance:

Mr. Birbaum/President – present
Messrs. Falstad, Owens (7:33 PM), Shult/Trustees – present
Messrs. Bickler, Fellows/Trustees – absent
Ms. Schlieve/ Clerk-Treasurer – present
Mr. Wiemer/Police Chief-Administrator – present
Mr. Macy/Attorney –present

ATTENDANCE

Bryan Waltersdorf, Jon Spheeris, Ed Johnson

MINUTES

Motion (Falstad/Shult) to approve, as printed, the minutes of the March 18, 2013 Village Board meeting, Carried Unanimously.

PUBLIC COMMENT

Motion (Shult/Falstad) to open the meeting to public comment, Carried Unanimously.
There was no public comment.

Motion (Shult/Falstad) to close the meeting to public comment, Carried Unanimously.

PRESIDENT

Discussion/action regarding appointments to the Board of Review, Plan Commission, Architectural Control Board, Board of Zoning Appeals, Finance Committee, and Police Bargaining Committee, per Appendix A attached

Motion (Shult/Falstad) to approve the appointments for the above-named boards/committees, per Appendix A attached, Carried Unanimously.

Discussion/action regarding Resolution No. 151 in recognition of and appreciation for outgoing Village Trustee Dave Falstad

Mr. Birbaum read the proposed resolution in recognition of and appreciation for outgoing Village Trustee Dave Falstad.

Motion (Shult/Fischer) to approve Resolution No. 151 in recognition of and appreciation for outgoing Village Trustee Dave Falstad, Carried Unanimously.

Mr. Falstad will be presented with his copy of the Resolution as soon as all Trustees have signed it. A copy of the Resolution will be included in the Resolution binder and the Village Board Minutes binder.

Discussion/action regarding property values analysis

Mr. Birbaum stated that updated information from Assessor Bezanson had been received earlier in the day. The new information needs to be reviewed. Mr. Fischer reported that he had completed an initial review of the new information, and was concerned with aspects of the report as noted below.

- The Assessor excluded three (3) properties that Mr. Fischer felt should not have been excluded
- The percentages of on-water and off-water properties was incorrect

Mr. Birbaum also reported that Ms. Bezanson advised him that she had been in contact with the Department of Revenue (DOR), and found that due to changes in their staff, no meeting between the DOR and Village will be set up this year. The Assessment Committee will study the information further and report back at a future meeting. No action was taken.

PLAN COMMISSION

Discussion/action regarding approval for land transfer from the property of 4523 N. Sawyer Road owned by Andrea V.H. Clarkson Trust to the property at 4539 N. Sawyer Road owned by Paul L. Clarkson Trust, in the Village of Oconomowoc Lake; and for the approval of the proposed Certified Survey Map for the two properties, per recommendation of the Plan Commission at its meeting held on April 1, 2013

Mr. Wiemer explained the process that the Clarkson's had followed in order to transfer land between the two properties owned by Andrea V.H. Clarkson and Paul Clarkson, noting that several months ago Mr. Clarkson had presented a request to the Plan Commission for a land transfer such as this. The village ordinances at the time would not allow the transfer. The Plan Commission and Village Board of Trustees reviewed the village ordinances in regard to the request, and Chapter 18.14 of the land division ordinance was amended. The amended ordinance allows Mr. Clarkson to transfer this land among two legal non-conforming lots with the approval of the Village Board if certain conditions are met. Mr. Clarkson completed all necessary documents in order to apply for the transfer of land, and answered all applicable questions pertaining to the request in his application. His completed application is included with these minutes in the Village Board Minutes binder.

Motion (Shult/Falstad) to accept the recommendation of the Plan Commission to approve the land transfer from the property of 4523 N. Sawyer Road, owned by Andrea V.H. Clarkson, to the property at 4539 N. Sawyer Road, owned by Paul L. Clarkson Trust, and to approve the Certified Survey Map reflecting the two properties, *Carried Unanimously*.

Mr. Macy will prepare a Resolution for approval by the Village Board at its next meeting relating to the land transfer for Andrea and Paul Clarkson. A copy will be placed in the tax key files along with copies of the minutes from meetings that affect the properties.

ATTORNEY

Discussion/action regarding Village of Oconomowoc Lake 2012 Audit of Financial Statements, per correspondence from Mr. Macy dated March 14, 2013

Mr. Macy reported that the letter had been provided for the information of the Trustees. No action was necessary.

TREASURER

Checks

Motion (Falstad/Shult) to approve check numbers 40154 through 40221, for regular monthly payments, and all electronic payments, *Carried Unanimously*.

FINANCE

Discussion regarding monthly operating statement for April

Mr. Fischer reviewed the monthly operating statement.

Discussion/action regarding the 2012 year-end financial audit

Mr. Fischer reviewed the Management's Discussion and Analysis of the 2012 year-end financial audit. His comments included the following items.

- Page 9 reflects only the current assets and liabilities and fund balances
- Page 7 is primarily the same as previous years, but includes land and capital assets, per GASB rules
- Page 13 reflects day-to-day operations; it ignores transfers into designated funds
- Page 12 includes depreciation and doesn't count debt payments
- Page 14 reflects the way the Village is managed; it reconciles the difference between the change in long term position and the change in the general fund balance
- Page 15 reflects what was really done and compares it to the budget; the net change in the general fund balance shows that the Village lost \$1,043, taking out the sewer funds where some money was made; explained the transfers that were planned and what was actually done; the actual deficit for 2012 was \$55,880; the originally budgeted deficit was \$62,140

Motion (Falstad/Shult) to approve the 2012 year-end financial audit, *Carried Unanimously*.

The Trustees expressed appreciation for Mr. Fischer's diligence and excellent work in creating the Management's Discussion and Analysis for the 2012 year-end audit.

ADMINISTRATOR

Discussion/action regarding acceptance of donations received from Village residents, as noted on Appendix B, designated for use toward the fireworks display in July of 2013

Mr. Wiemer advised that to date, the Village had received \$6,040.00 in donations designated for use toward the fireworks display in July of 2013. Motion (Shult/Falstad) to accept the donations received to date designated for use toward the 2013 fireworks display, *Carried Unanimously*.

Staff will acknowledge by letter the donations received for use toward the fireworks display.

POLICE CHIEF

Mr. Wiemer reported that two assault rifles had been delivered from Colt. Training from qualified instructors will be provided to the Village police officers in the near future using the Village's shooting range.

FIRE COMMISSIONER

Update on the Summit Fire District dissolution

Mr. Wiemer reported that the checking account for the Summit Fire District will remain open for a number of months due to the possibility of unemployment claims being made by the former Summit Fire Department personnel. Even though the District will no longer exist, the Department of Workforce Development (DWD) requires that the District's share of any unemployment claims must be paid by the District to the DWD. Mr. Wiemer will handle those claims as they are received.

Okauchee Fire Department

Mr. Wiemer reported that the Okauchee Fire Department (OKFD) has made the decision to pay off their mortgage from their savings and will then reimburse the savings account in the years to come. The interest rate on the loan vs. the savings account made paying off the loan a logical choice. Additionally, a new fire engine is in the process of being built for OKFD.

BOARD OF ZONING APPEALS

There was no meeting.

ARCHITECTURAL CONTROL BOARD (ACB)
Update regarding ACB meeting held on March 25, 2013

Mr. Wiemer reported that the following four requests were presented to the ACB members, with all matters approved.

- Mr. Richard Layo regarding 35520 W. Pabst Road, for a change to the overhead doors on the boat house
- Mr. and Mrs. Jake Heckendorf, 3950 West Beach Road, for an addition to their residence and a new detached garage
- Mr. and Mrs. Andrew Naumann, 4249 West Beach Road, for house remodeling and a new detached garage
- Phoenix Investments, LLC regarding 4503 West Beach Road, for a siding change for previously approved new single family residence

CLERK

Discussion/action regarding the approval of an Operator's License for Eileen M. Schultz, working at Pick N Save, new applicant

Motion (Shult/Fischer) to approve the Operator's License for Eileen M. Schultz, Carried Unanimously.

COMMUNICATIONS

Communications included the following:

- High Speed Rail update from Mr. Macy dated 03/20/13
- Recycling Dividend/Rebate Checks and explanation from Waukesha County Dept. of Parks and Land Use
- Small Propane Cylinders Pose Hazards to Recycling Facility Workers press release from the Waukesha Department of Parks and Land Use

ADJOURNMENT

With no further discussion being heard, a motion (Shult/Falstad) to adjourn was made at approximately 8:00 p.m., and Carried Unanimously.

Respectfully submitted by:

Approved and ordered posted by:

Cindy J. Schlieve, Clerk-Treasurer

Joseph L. Birbaum, President