

# VILLAGE OF OCONOMOWOC LAKE

35328 West Pabst Road, Oconomowoc, WI 53066

Phone: (262) 567-5301 Web: www.oconlake.com  
Fax: (262) 567-7447 e-mail: villagehall@oconlake.com

**OCONOMOWOC LAKE VILLAGE BOARD MEETING  
MINUTES OF MONDAY, APRIL 15, 2019,  
Unofficial until approved by the Village Board.  
Approved as written (X) or with corrections ( ) on 05/20/2019.**

A regular meeting of the Board of Trustees of the Village of Oconomowoc Lake was held on April 15, 2019 at 7:00pm, 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  
Mr. Fisher, Bickler, Shult, Fellows, Zimmermann, Waltersdorf/Trustees – present  
Mr. Helwig/Police Chief-Administrator – present  
Mr. Macy/Attorney – present  
Ms. Vaughan/Interim Clerk – present

## **ATTENDANCE**

Ed Johnson (35934 North Beach Road), Dave Barquist (4560 N. Hewitts Point Road), Don Wiemer, and Vito De Franceso

## **MINUTES**

### **Motion to approve previous meeting minutes.**

Motion (Bickler/Shult) to approve March 18, 2019 Village Board meeting minutes as written, Carried Unanimously.

## **PUBLIC COMMENT**

Motion (Shult/Fellows) to open meeting to Public Comment on Agenda items, Carried Unanimously.

No public comments.

Motion (Shult/Waltersdorf) to close meeting to Public Comment on Agenda items, Carried Unanimously.

## **VILLAGE PRESIDENT**

### **Discussion/action regarding Boards and Commissions, Exhibit A.**

Discussion on creating a master list of all appointees and elected officials for the Village of Oconomowoc Lake for the Village Board to review.

Motion (Shult/Fischer) to approve Boards and Commissions appointments per Exhibit A. Carried Unanimously.

### **Discussion/action regarding appointment of Katelyn Vaughan as Village Clerk.**

Administrator Helwig discussed a written memo regarding the appointment.

Motion (Shult/Fellows) to approve appointment of Katelyn Vaughan as Village Clerk. Carried Unanimously.

### **HISTORY COMMITTEE**

#### **Discussion/action regarding approval of History Committee policy dealing with memorabilia loans.**

Dave Barquist thanked John Macy for the Waldheim memorabilia and information and discussed the next display, Gifford Hotel. Barquist introduced the policy to deal with memorabilia loans and how to make sure the items are displayed securely. Discussion on insurance needed to be able to loan memorabilia, and having the items possibly appraised. Discussion on creating a policy for when someone would like to lend memorabilia to the Village.

Motion (Waltersdorf/Shult) to approve History Committee policy dealing with memorabilia loans. *Carried Unanimously.*

#### **Discussion/Action to authorize loan of Waldheim memorabilia to John Macy.**

Motion (Shult/Fellows) to approve loan of Waldheim memorabilia to John Macy. *Carried unanimously.*

### **PLAN COMMISSION**

No meeting. Administrator Helwig briefly informed the Board that the landscaping/remodeling issue was still being worked on.

### **ATTORNEY**

#### **Discussion/action regarding the approval to amend the Village of Oconomowoc Lake zoning code to create Chapter 17.22(2)(F) of the Oconomowoc Lake Ordinances concerning maintenance of piers.**

No public comment during Public Hearing. Attorney Macy confirmed the minor change in the title from "permanent piers" to "piers". Trustee Shult brought a possible riparian issue to the Board's attention. Board requested Attorney Macy and Administrator Helwig look into what the Village's options are regarding this and direct it to Plan Commission.

Motion (Fellows/Waltersdorf) to approve ordinance amending the Village of Oconomowoc Lake zoning code to create Chapter 17.22(2)(F) of the Oconomowoc Lake Ordinances concerning maintenance of piers. *Carried Unanimously.*

#### **Discussion/action regarding the approval to repeal and re-create Ordinance No. 283 entitled An Ordinance to Establish Authorized Signatures on All Village Checks in the Village of Oconomowoc Lake.**

Attorney Macy updated the Board on minor change due to title change for the Clerk/Deputy Treasurer and Treasurer/Deputy Clerk. Trustee Bickler requested this be updated on the master list of appointees and elected officials as well.

Motion (Waltersdorf/Shult) to approve ordinance repealing and re-creating Ordinance No. 283 entitled An Ordinance to Establish Authorized Signatures on All Village Checks in the Village of Oconomowoc Lake. *Carried Unanimously.*

#### **Discussion/action regarding approval to repeal and re-create Ordinance No.4 as previously amended by Ordinance No. 141 and 183, to Prescribe the Membership of the Board of Review for the Village of Oconomowoc Lake.**

Attorney Macy updated the Board on minor change due to title change for the Clerk and Treasurer.

Motion (Shult/Fellows) to approve ordinance repealing and re-creating Ordinance No.4 as previously amended by Ordinance No. 141 and 183, to Prescribe the Membership of the Board of Review for the Village of Oconomowoc Lake. *Carried Unanimously.*

### **TREASURER**

**Discussion/action regarding approval of checks**

Motion (Shult/Waltersdorf) to approve check numbers and all electronic payments from the general fund, *Carried Unanimously.*

**FINANCE COMMITTEE**

**Discussion/action regarding the monthly operating statement for March.**

Trustee Zimmermann pointed out a possible error in Excel sheet. Trustee Fischer requested the document from Administrator Helwig so he could look into this further to find the discrepancy.

**Discussion regarding an update on the 2018 year-end financial audit.**

Trustee Fischer explained the 2018 year-end financial audit to the Board members. Trustee Fischer also discussed possibly moving the balance in Summit Fire District fund to Garage loan fund to expedite paying the loan off.

Motion (Fischer/Waltersdorf) to approve the 2018 year-end financial audit. *Carried Unanimously.*

**ADMINISTRATOR**

**Discussion/action regarding Resolution #165 approving Lake Country Municipal Court 2019 Budget.**

Administrator Helwig informed Trustee Shult that the court does use Wisconsin State health insurance, as that came into question at March's meeting.

Motion (Shult/Waltersdorf) to approve Resolution #165 approving Lake Country Municipal Court 2019 Budget. *Carried Unanimously.*

**Discussion/action regarding Centurion Data Systems general overview along with recommended actions and pricing options for backing up Village computer equipment.**

Mr. De Franceso spoke about what we currently have, and what he believes we should be doing in regards to computer backups and cyber security. He described the services Centurion Data Systems offers. Trustee Shult questioned the pricing of these services.

**Discussion/action regarding Taylor Computer Solutions services and pricing options for backing up Village computer equipment.**

Administrator Helwig informed the Board he will need to do more researching and did not have a recommendation either way for the two proposals. Trustee Fischer recommended looking into a company that was in the League of Wisconsin Municipalities publication.

**POLICE CHIEF**

**Discussion/action regarding An Ordinance to Repeal and Re-create Ordinance No. 284 entitled An Ordinance to Create and Establish a Municipal Court for the City of Oconomowoc, Village of Oconomowoc Lake, Village of Dousman, Town of Delafield, Village of Nashotah, Town of Lisbon, Town of Merton, Village of Sussex, Village of Hartland, Village of Lac Labelle, Town of Oconomowoc, Village of Summit, Village of Chenequa, Town of Erin, Town of Sullivan, Village of Merton, Village of Sullivan, Village of Johnson Creek, Town of Ixonia (Contract Member) and Town of Ottawa (Contract Member) Pursuant to Sections 755.01(4) and 66.0301 Wisconsin Statutes.**

Motion (Shult/Waltersdorf) to approve Ordinance to Repeal and Re-create Ordinance No. 284 entitled An Ordinance to Create and Establish a Municipal Court for the City of Oconomowoc, Village of Oconomowoc Lake, Village of Dousman, Town of Delafield, Village of Nashotah, Town of Lisbon, Town of Merton, Village of Sussex, Village of Hartland, Village of Lac Labelle, Town of Oconomowoc, Village of Summit, Village of Chenequa, Town of Erin, Town of Sullivan, Village of Merton, Village of Sullivan,

Village Board of Trustee Minutes  
April 15, 2019

Village of Johnson Creek, Town of Ixonia (Contract Member) and Town of Ottawa (Contract Member)  
Pursuant to Sections 755.01(4) and 66.0301 Wisconsin Statutes. Carried Unanimously.

**BOARD OF ZONING APPEALS**

No agenda items.

**ARCHITECTURAL CONTROL BOARD (ACB)**

**Update regarding the March 25, 2019 ACB Meeting**

No discussion or action.

**CLERK**

**Discussion/action regarding Resolution #166 expressing appreciation of services for Village President, Joseph L. Birbaum.**

President Birbaum was presented with Resolution #166, signed by all six Village Board members and attested by Clerk Vaughan. Administrator Helwig and former Administrator Wiemer presented President Birbaum with a plaque for his years of service as Village President of the Village of Oconomowoc Lake.

**COMMUNICATIONS**

No agenda items.


**ADJOURNMENT**

With no further discussion being heard, a motion (Shult/Zimmermann) to adjourn was made at approximately 8:10 p.m., and Carried Unanimously.

Respectfully submitted by:

  
Katelyn Vaughan, Village Clerk

Approved and ordered posted by:

  
Michael J Bickler Sr., President