

VILLAGE OF OCONOMOWOC LAKE

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**OCONOMOWOC LAKE VILLAGE BOARD MEETING
MINUTES OF MONDAY, OCTOBER 15, 2018,
Unofficial until approved by the Village Board
Approved as written () or with corrections () on**

A regular meeting of the Board of Trustees of the Village of Oconomowoc Lake was held on October 15, 2018, commencing at 7:08pm, immediately following a public hearing, 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. Shult, Fellows, Bickler, Waltersdorf, Fischer, Zimmermann, Shult/Trustees – present
Mr. Helwig/Police Chief-Administrator - present
Mr. Macy/Attorney – present
Ms. Schlieve/Secretary – present

ATTENDANCE

Mr. Chris Astrella, Mr. Dan Farrell (Roundy's)

VILLAGE PRESIDENT

Mr. Birbaum asked Mr. Astrella to introduce himself to the board members as he is on the agenda to be approved as the new Village Clerk/Deputy Treasurer. Mr. Astrella introduced himself, giving a brief history of his qualifications and his family.

MINUTES

Motion to approve previous meeting minutes.

Motion (Fellows/Shult) to approve September 17, 2018 Village Board meeting minutes, Carried Unanimously.

PUBLIC COMMENT

Motion (Shult/Bickler) to Open Meeting to Public Comment on Agenda items, Carried Unanimously.

No public comments

Motion (Shult/Bickler) to Close Meeting to Public Comment on Agenda items, Carried Unanimously.

VILLAGE TRUSTEES

No comments.

PLAN COMMISSION

DISCUSSION/ACTION REGARDING AN ORDINANCE TO REPEAL AND RE-CREATE NUMEROUS SECTIONS OF THE VILLAGE OF OCONOMOWOC LAKE ZONING CODE RELATED TO CONDITIONAL USE REGULATION AS RECOMMENDED BY THE PLAN COMMISSION AT ITS OCTOBER 1, 2018 MEETING

Questions were asked by the trustees regarding whether the portion relating to dust in section 3(b) had been in the Village ordinances previously and also why there is a section on mini-warehousing included in the ordinance. The dust portion of the ordinance was included in previous ordinances of the Village zoning code. Discussion regarding the mini-warehousing regulations followed.

Motion (Fischer/Waltersdorf) to strike the portion of the ordinance regulating mini-warehousing, was withdrawn.

Mr. Bickler suggested that any building plans for future mini-warehousing be approved by both the Architectural Control Board and the Village Board of Trustees.

Motion (Bickler/Shult) to adopt the ordinance to repeal and re-create numerous sections of the Village of Oconomowoc Lake Zoning Code related to conditional use regulation, as submitted, with the following addition: to have plans for future mini-warehousing projects approved by both the Architectural Control Board and the Village Board of Trustees, Carried Unanimously.

Mr. Macy noted that the previous motion needed to be approved by a super majority since there was a change to the ordinance from what was recommended by the Plan Commission. The approval was unanimous, with all 7 members present voting in favor of the motion.

DISCUSSION/ACTION REGARDING AN ORDINANCE TO REPEAL AND RE-CREATE PORTIONS OF SECTION 17.32 OF THE VILLAGE OF OCONOMOWOC LAKE ZONING CODE CONCERNING NONCONFORMING STRUCTURES AND LOTS TO COMPLY WITH CURRENT STATE LAWS AS RECOMMENDED BY THE PLAN COMMISSION AT ITS OCTOBER 1, 2018 MEETING

Mr. Macy explained the ordinance. A brief discussion followed.

Motion (Bickler/Shult) to adopt the ordinance as submitted to repeal and re-create portions of Section 17.32 of the Village of Oconomowoc Lake Zoning Code concerning nonconforming structures and lots to comply with current state laws, Carried Unanimously.

DISCUSSION/ACTION REGARDING AN ORDINANCE TO CREATE REGULATION OF VACATION RENTAL ESTABLISHMENTS IN THE VILLAGE OF OCONOMOWOC LAKE AS RECOMMENDED BY THE PLAN COMMISSION AT ITS OCTOBER 1, 2018 MEETING

Mr. Macy reviewed the ordinance as proposed. Questions were asked regarding how the restrictions could be enforced and whether the ordinance should require more than a 48 hour notice given to the Village when a property owner was going to rent the property (section 2c of the ordinance). Discussion followed. Trustees requested that the ordinance be changed to require a notice by the property owner to the Village of one week (168 hours) instead of 48 hours. Trustees noted that the application form that the property owners must submit is very thorough and will assist the police department in its enforcement of the ordinance.

Motion (Bickler/Waltersdorf) to adopt the ordinance as submitted to create regulation of vacation rental establishments in the Village of Oconomowoc Lake, with the following change to section 2c: to require a notice of one week (168 hours) by the property owner to the Village when there is to be a rental of the property, Carried Unanimously.

This motion required a super majority since the motion changed what was originally recommended by the Plan Commission. The approval was unanimous, with all 7 members present voting in favor of the motion.

DISCUSSION/ACTION REGARDING AN ORDINANCE TO REPEAL AND RE-CREATE THE DEFINITION OF "DWELLING, SINGLE FAMILY," CONTAINED IN SECTION 17.10 OF THE VILLAGE OF OCONOMOWOC LAKE ZONING CODE AS RECOMMENDED BY THE PLAN COMMISSION AT ITS OCTOBER 1, 2018 MEETING

Mr. Macy reviewed the proposed ordinance.

Motion (Bickler/Shult) to adopt the ordinance to repeal and re-create the definition of "Dwelling, Single Family," contained in section 17.10 of the Village of Oconomowoc Lake Zoning Code, as submitted, Carried Unanimously.

ATTORNEY

DISCUSSION/ACTION TO AMEND THE DESCRIPTION OF PREMISE FOR ULTRA MART FOODS, INC. DBA PICK 'N SAVE, FOR CLASS A LICENSE

Mr. Macy advised the trustees that issues raised previously had been resolved regarding the description of premise. The revised description is necessary since the store now accepts orders either on line or by phone which may include the purchase of alcoholic beverages. The orders are then delivered to the waiting vehicles in a prescribed place for pick up. The newly created pick-up area needs to be added to the description of premise to allow the licensed operators to deliver an order that includes alcoholic beverages to the vehicles.

Motion (Bickler/Shult) to accept the amended description of premise for Ultra Mart Foods, Inc. DBA Pick 'n Save, for Class A License, Carried Unanimously.

TREASURER

Discussion/action regarding approval of checks

Motion (Fellows/Waltersdorf) to approve check numbers 45414 through 45479 and all electronic payments from the general fund, Carried Unanimously.

FINANCE COMMITTEE

Discussion/action regarding the monthly operating statement for October

Mr. Fischer noted the operating statement is true to budget. The Board accepted the monthly operating statement.

ADMINISTRATOR

Discussion/action regarding replacement squad

Mr. Helwig stated the Village had sold the 2007 Village Squad to the Village of Eagle for \$9,000. There is a 2019 vehicle on order, as previously approved. The cost of that vehicle will be approximately \$37,000 plus the cost of the equipment needed to outfit the squad.

Discussion/action regarding appointment of Chris Astrella as Village Clerk

Mr. Helwig recommended the appointment of Mr. Chris Astrella as Village Clerk.

Motion (Fellows/Bickler) to approve the appointment of Mr. Chris Astrella as Clerk for the Village of Oconomowoc Lake, *Carried Unanimously*.

Discussion/action regarding appointment of Michele Cannariato as Village Treasurer

Discussion/action on the acknowledgement of Michele Cannariato having been appointed Deputy Clerk by Chris Astrella

Discussion/action granting Michele Cannariato authority to appoint a Deputy Treasurer

Discussion/action on Michele Cannariato's appointment of Chris Astrella as Deputy Treasurer

Mr. Helwig recommended approval of the above four (4) items.

Motion (Shult/Waltersdorf) to approve the appointment of Michele Cannariato as Village Treasurer; the acknowledgement of Michele Cannariato having been appointed Deputy Clerk by Chris Astrella; granting Michele Cannariato authority to appoint a Deputy Treasurer; and Michele Cannariato's appointment of Chris Astrella as Deputy Treasurer, *Carried Unanimously*.

Discussion regarding 2018 home sales in the Village of Oconomowoc Lake

Mr. Helwig referred to the report noting the home sales in the Village for 2018. Discussion followed regarding whether one or two of the sales should be recommended for exclusion from our annual sales when the assessor compiles the final report for the State of Wisconsin. Mr. Birbaum noted that if the trustees know of any sales that might be disqualified, please get that information to the assessor so that they can investigate them and determine whether they are a qualified sale or not.

Discussion regarding Clean Boats Clean Waters program update

Mr. Helwig reported that he had submitted an application for a grant that would provide funds for the boat launch attendant to inspect boats and determine that they do not have any invasive species on them that could contaminate our lake or other waters. The grant requested was for the maximum of \$6,000; the Village could potentially receive a grant of \$4,500. Updates will be provided as information is available.

Patrol squads update

Mr. Helwig reported that the squad that is on order may be delivered in either December or January. If it is delivered in December, it must be paid for at that time. In that event, a budget amendment will be needed for the 2018 budget. If the squad is not delivered until January, no amendment will be necessary.

Discussion/action regarding acceptance of donations received from Village residents, as noted on Exhibit A, designated for use toward the fireworks display in July of 2019

Motion (Shult/Fellows) to accept the donations received from Village residents, as noted on Exhibit A, designated for use toward the fireworks display in July of 2019, *Carried Unanimously*.

POLICE CHIEF

Update regarding September Activities

Chief Helwig updated the Board on police department activities for the month of September. The Trustees appreciated the report.

BOARD OF ZONING APPEALS

Mr. Helwig reported that the Board of Zoning Appeals Decision Letter had been sent to the Petitioner.

ARCHITECTURAL CONTROL BOARD (ACB)

The Village Board was given copies of the September ACB meeting minutes.

CLERK

Nothing to report

COMMUNICATIONS

There were no communications.

ADJOURNMENT

With no further discussion being heard, a motion (Shult/Waltersdorf) to adjourn was made at approximately 8:15pm, and Carried Unanimously.

Respectfully submitted by:

Approved and ordered posted by:

Cindy Schlieve, Village Secretary

Joseph L. Birbaum, President