

**CITY OF DELAFIELD COMMON COUNCIL MINUTES
ORGANIZATIONAL MEETING**

MAYOR AND ALDERMANIC DISTRICTS 2, 4 AND 6 OATH OF OFFICE

In the absence of the Judge, City Clerk Marilyn Czubkowski and Ed McAleer swore in Paul Craig as Mayor. Mayor Craig thanked E. McAleer for the many years he served and for leaving the City in such excellent condition.

In the absence of the Judge, City Clerk Marilyn Czubkowski swore in Phil Schuman as Alderman of the 2nd Aldermanic District.

In the absence of the Judge, City Clerk Marilyn Czubkowski swore in Mike Roberts as Alderman of the 4th Aldermanic District.

In the absence of the Judge, City Clerk Marilyn Czubkowski swore in Linda Kuklinski as Alderperson of the 6th Aldermanic District.

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 7:07 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Mayor Paul Craig
Phil Schuman, Ald.
Mike Roberts, Ald.
Linda Quartaro, Ald.
Linda Kuklinski, Ald.
Ron Miskelley, Ald.
Matt Carlson, Administrator
Marilyn Czubkowski, Clerk

Absent

Maurice Mathey, Ald.

1. COUNCIL ELECTS PRESIDENT OF COUNCIL, 1-YEAR TERM

**L. QUARTARO NOMINATED P. SCHUMAN. R. MISKELLEY
SECONDED THE NOMINATION. THERE WERE NO OTHER
NOMINATIONS. NOMINATIONS WERE CLOSED. THERE WAS NO
FURTHER DISCUSSION. ALL WERE IN FAVOR. P. SCHUMAN IS
PRESIDENT OF THE COUNCIL.**

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2. COUNCIL ELECTS REPRESENTATIVE TO THE PLAN COMMISSION, 1-YEAR TERM

P. Craig recommended P. Schuman.

L. QUARTARO MOVED TO APPROVE. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. P. SCHUMAN WAS ELECTED AS REPRESENTATIVE TO THE PLAN COMMISSION.

3. MAYORS APPOINTMENTS:

a. Commissions:

1. PARK AND RECREATION COMMISSION – 1 YEAR TERM

Mayor Craig recommended that L. Quartaro continue in this role.

R. MISKELLEY MOVED TO APPROVE. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. POLICE AND FIRE COMMISSION – 1 YEAR TERM – COUNCIL LIAISON

Mayor Craig recommended that M. Mathey continue in this role.

P. SCHUMAN MOVED TO APPROVE. L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

b. Committees:

1. LAKE WELFARE COMMITTEE – 1 YEAR TERM

Mayor Craig recommended that P. Schuman continue in this role.

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L. QUARTARO MOVED TO APPROVE. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. PUBLIC WORKS COMMITTEE - 1 YEAR TERM

Mayor Craig recommended that R. Miskelley continue in this role.

L. QUARTARO MOVED TO APPROVE. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. RECYCLING/SOLID WASTE COMMITTEE - 1 YEAR TERM

Mayor Craig recommended that M. Mathey continue in this role.

P. SCHUMAN MOVED TO APPROVE. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. OFFICIAL NEWSPAPER

M. Czubkowski reported that presently the Lake Country Reporter is the official newspaper of the City of Delafield. It was sent out to bid last year. Mayor Craig recommended that it be sent out to bid again this year. To be the official newspaper the circulation must meet certain criteria. The Milwaukee Journal, Waukesha Freeman, and Lake Country all meet the criteria. It was the consensus of the committee to bid this out.

P. SCHUMAN MOTIONED TO HAVE LAKE COUNTRY REPORTER BE THE OFFICIAL NEWSPAPER UNTIL RECEIPT OF OTHER BIDS AND DETERMINATION OF THE OFFICIAL NEWSPAPER. R. MISKELLEY SECONDED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

5. CITY DEPOSITORIES - WAUKESHA STATE BANK, DELAFIELD STATE BANK, LANDMARK CREDIT UNION, AND STATE OF WISCONSIN LOCAL GOVERNMENT INVESTMENT POOL
RESOLUTION: 2002-05

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It was reported that there have been no difficulties with any of the above institutions. Bank One and US Bank will be added to the list.

R. MISKELLEY MOTIONED TO ADD BANK ONE AND US BANK. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. ADJOURN

L. QUARTARO MOTIONED TO ADJOURN. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 7:16 PM.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications

CITY OF DELAFIELD COMMON COUNCIL MINUTES

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 7:16 p.m.

ROLL CALL

Present

Mayor Paul Craig
Phil Schuman, Ald.
Mike Roberts, Ald.
Linda Quartaro, Ald.
Linda Kuklinski, Ald.
Ron Miskelley, Ald.
Matt Carlson, Administrator
Marilyn Czubkowski, Clerk

Absent

Maurice Mathey, Ald.

Items listed under the Consent Agenda are considered in one motion unless a Common Council Member requests that an item be removed from the Consent Agenda.

1. APPROVE MINUTES OF MARCH 18, 2002

L. QUARTARO MOTIONED TO APPROVE THE MINUTES OF THE MARCH 18, 2002 MEETING. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. L. KUKLINSKI AND M. ROBERTS ABSTAINED. MOTION CARRIED.

2. CITIZEN'S COMMENT ON ITEMS PERTAINING TO THIS AGENDA.

Marsha Stocks, 226 Genesee Street – Welcomed all newcomers to their positions. Spoke regarding the Genesee Street Reconstruction Committee. Thought that the committee came to a very good compromise. Requested that the council consider their recommendations. She is concerned about the minimal support from the businesses. In regards to any special assessment in residential area to pay for improvements that won't benefit them directly, she stated that she would not endorse them. The Council should consider the whole scope of this and keep property tax to minimum.

Gary Nuernberger, Amoco Station Owner – In regards to the reconstruction of Genesee Street he spoke about the proposed closing of one of his entrances. He read a copy of the motion made at the March 25, 2002 meeting of the Public Works Committee and Genesee Street Reconstruction Steering Committee meeting in which the preservation of the entrance of the Amoco Station was addressed.

P. SCHUMAN MOTIONED TO CLOSE THE CITIZEN'S COMMENTS. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. CONSENT AGENDA

L. QUARTARO MOTIONED TO APPROVE. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

a. Licenses

1. Katherine M. Reske, 1209 N. Wisconsin Ave, #11, Oconomowoc, WI 53066, 2-year license, Water Street Brewery
2. David E. Patterson, 2370 Lakeview Ct., Delafield, WI 53018, 2-year license, Amoco Oil and Car Wash.
3. Elizabeth L. Schneider, 503 Hall Street, Watertown, WI 53094, 2-year license, Ruggeri's
4. Danielle M. Goeman, N785 Cushing Park Rd., Delafield, WI 53018, 2-year license, Rocky Rococo
5. Stefanie J. Maurer, 3762 South 21st Street, Milwaukee, WI 53215, 2-year license, Amoco Oil and Car Wash
6. Timothy L. Saeger, 5204 Chaffee Rd., Oconomowoc, WI 53066, 2-year license, Ruggeri's

4. COMMITTEE REPORTS

a. Licenses – None.

b. Plan Commission - Draft minutes of March 27, 2002 included – M. Carlson summarized.

1. Zoning Interpretation Legal Opinion – Two questions were reviewed: “Does the City have the ability to amend the zoning on a piece of property without incurring a great deal of risk?” The answer was basically, yes. The second item was the change of the zoning text, the language that is in the zoning code with respect to medical uses. The attorney

suggested to the City that if the City deems that it is important enough for these medical facilities, that the impact of these medical facilities warrants a conditional use, that there are other uses that fall within the same category of the P1 designation that would also warrant conditional use. His suggestion was that if you do it for one, you might consider it for all uses in the P1 district. The Plan Commission has not addressed this opinion yet, but the opinion has been forwarded to them. L. Quartaro would like a recommendation from the Plan Commission on the direction they would like to go on these two topics.

2. Approve draft conceptual design for Genesee Street Reconstruction Project – Jim Romanowski was present at the meeting and reviewed the results from the joint PWC and Genesee Street Reconstruction Steering Committee. He summarized the process so far. Photos of failing pavement and failing storm sewers were displayed. A summarization of the recommendations made at the joint meeting took place: The PWC and Steering Committee selected Option A in the south end (residential) and Option D in the north segment (commercial) with gateways at each end. The gas station entrance was recommended to stay open. J. Romanowski stated that there would be a meeting next Wednesday, April 24, 2002 from 7 – 8:30 a.m. at the Fish Hatchery where a guest from the LaCrosse business district will speak to the steering committee meeting. About one week later another steering committee meeting will be held to get back into design questions. The photo display will be in the City Hall foyer.

L. QUARTARO MOVED TO APPROVE THE DRAFT CONCEPTUAL DESIGN OF OPTION A AND D WITH ENTRYWAYS TO GET PRICES. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Mayor Craig complimented J. Romanowski and R. Miskelley on the project. Chris has done a great job getting things posted on the web site.

- c. Lake Welfare Committee – Draft minutes April 10, 2002

1. Lake Nagawicka Citizens Awareness Meeting, 6:30 p.m. Cushing School on April 18, 2002. Presentations will begin at 7 p.m. P. Schuman reviewed the agenda. All citizens of Delafield and Nashotah were invited to attend the meeting.
 2. Approval has been received for the grant from the DNR to update the weed-cutting plan. The process of revising two grants to study and include what was approved at the last meeting on the USGS monitoring stations has begun. Discussed permits required for rafts over 200 square feet and the committee will write letters to DNR regarding this.
- d. Park and Recreation Commission – Draft minutes March 20, 2002 – L. Quartaro reviewed. The construction bids for ValleyWood Farms project were received, but all bids were scraped. It has become apparent that the specs were not clear and the process will be started over. There is a public meeting on this subject on April 23, 2002 at 7 p.m. The regular Park & Recreation meeting will be held after the public meeting. The Park & Recreation committee will move forward with the hiring of a Park & Recreation Director. She reported that the committee did not endorse the covered bridge at Cushing Park for now, but that it could be designed for a cover to be added in the future. The committee felt that bathrooms were a higher priority at the park. If service organizations call with a request for a building project, M. Czubkowski will refer them to the Park and Recreation Committee.
1. Wal-Mart \$500 Environmental Grant – Riverwalk Project - A grant was received from Wal-Mart in the amount of \$500 for the Riverwalk Project.
- e. Public Works Committee – Draft minutes March 25, 2002
1. Propose “no parking” signs Crossroads Court, west side of street, south of last driveway. – The Traffic Committee recommended installing two “no parking” signs. This would improve the safety of the intersection and not overly harm the people living there.

**L. QUARTARO MOVED TO APPROVE. M. ROBERTS
SECONDED THE MOTION. THERE WAS NO FURTHER
DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

2. Report on 2002 Park Maintenance Bids – The Committee put the maintenance out for competitive bids. The low bid came in at \$6,090 for the park maintenance.

L. QUARTARO MOTIONED TO APPROVE THE BID FOR \$6,090 FOR PARK MAINTENANCE. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- f. Del-Hart Commission - (minutes provided March 19, 2002) Agenda 4/16/02 – No report.
 - g. Recycling Committee - No report.
 - h. Police and Fire Commission – No report.
 - i. Library Board – Minutes - February 27, 2002 – P. Craig discussed. Two citizens attended the last meeting. National Library Week is this week. A book discussion took place on Sunday. The staff is working with the architect on the new library and a tour of other libraries will take place. Circulation has increased: 1,400 in January, 1,200 in February. Further book discussions will take place. Book talks will take place this week.
 - j. Other committees
 1. Genesee St. Reconstruction Committee – No further discussion. A great meeting took place.
5. OLD BUSINESS
- None.
6. MAYOR'S REPORT
- Thanked all for congratulating him.
- Mayor Craig will be holding open door office hours in front foyer between the hours of 6 & 8 p.m. on the second Wednesday of each month.
7. NEW BUSINESS
- a. Award Contract to Payne & Dolan for 2002 Street Improvement Program in the amount of \$233,990

The DPW recommended awarding the contract. M. Carlson explained the charges.

R. MISKELLEY MOTIONED TO AWARD FOR \$233,900 TO PAYNE & DOLAN. P. SCHUMAN SECONDED THE MOTION. MAYOR CRAIG STATED THAT M. SCAFF AND THE PWC DOES AN OUTSTANDING JOB ON RATING ROADS. MOTION CARRIED.

- b. Process to fill vacancy for Aldermanic District 3

Any interested party can obtain an application by contacting M. Czubkowski at 646-6220. Interested persons should submit a letter of intent by May 15, 2002. Interviews will take place at the meeting on May 20. The Council will take action at the May 20, 2002 meeting. This will be put in the newsletter, web site, newspapers, etc. Eligibility requirements include living in District and being a citizen (eligible elector). Interviewees should be at the May 20, 2002 meeting. The commissions all agreed with this process.

- c. Discussion of jurisdiction transfer of CTH C between Main Street to Mill Street and Mill Street to Exeter Street.

M. Carlson reported that the City sent a letter to Dan Finley asking that the County turn over jurisdiction of Genesee Street from Stocks Drive north to the City limits in exchange for the County's financial participation in the project. They sent a letter back (included in the commissioner's packets) that includes a draft intergovernmental agreement that would transfer a portion of Genesee Street along with financial commitments that the County is prepared to make. The financial commitments were reviewed. The details need to be worked out. He suggested that the council authorize the Mayor and the City Administrator to work on the final details for the council's final consideration.

R. MISKELLEY MOVED THAT THE MAYOR AND CITY ADMINISTRATOR MOVE FORWARD WITH THE JURISDICTIONAL TRANSFER AS NOTED. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

8. ADMINISTRATOR'S REPORT

- a. Rosati's Pizza Conditional Use – Village of Hartland

M. Carlson spoke with the Village Administrator from Hartland. He transmitted a copy of the Plan Commission videotape from the March 27 meeting and also sent him the draft minutes of that meeting wherein the basic position the Plan Commission took was that if the Village of Hartland and the Plan Commission approved the Rosati's Pizza at the building at the corner of Hwy. 83 and KE in the Village of Hartland, it would be a violation of the intent of the corridor agreement wherein commercial uses were to be prohibited directly on 83. The outcome of their meeting last night is not known at this time.

- b. Court Schedule -- Second Monday of each month 6:00 p.m. – June

The court will meet only once a month on the second Monday of each month in an effort to save costs.

- c. Cushing Park Bridge

A Public Informational meeting is scheduled for May 9, 2002 at 7 pm. It will be relayed to the designer to design the bridge to accept a cover, but that the bridge should be designed so that it would be adequate without one. Bathrooms are a high priority at the park. The costs of the bridge and bathrooms will be obtained.

9. CLERK'S REPORT

- a. Election Results, Certification of Election Canvass

Thirty-five plus percent turned out at the last election. Certification of Election Canvass will be attached as part of these minutes.

- b. 2002 New Municipal Officials Workshop

Please let M. Czubkowski know if you wish to attend.

- c. 2002 Regional Dinner Meetings

Please let M. Czubkowski know if you wish to attend.

- d. Organizational Committee – April 16, 2002, 7:00 p.m.

- e. Worker's Compensation and Employers Liability Policy Changes Endorsement

M. Czubkowski reported that although the rates went up, experience went down and thus the net stayed the same.

10. FINANCIAL REPORT

- a. Approve voucher list

L. QUARTARO MOTIONED TO APPROVE. L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

11. Correspondence

- a. State of Wisconsin, Dept. of Natural Resources, April 4, 2002 regarding Tree City USA award
- b. Governor Scott McCallum, March 25, 2002, received \$5,733.72 grant for Boating Law Enforcement Program
- c. Time Warner Cable, March 13, 2002 notifying customers of changes due to borderline areas.
- d. Time Warner Cable, March 15, 2002 changes in the management
- e. Time Warner Cable, March 28, 2002 regarding Franchise Fees on Cable Modem Service and response from Matt Carlson dated April 2, 2002
- f. Richard N. Ritter, 615 Garrison Ct., April 8, 2002 regarding overpayment of property taxes.
- g. Wisconsin Department of Natural Resources, April 3, 2002, awarding of Lake Planning Grant
- h. Town of Delafield Park & Recreation Commission, March 19, 2002 regarding donation of \$2500.
- i. League of Wisconsin Municipalities, April 4, 2002, Legislative Bulletin

Mayor Craig indicated that Item 11f above would be put on the next agenda for discussion. Special notation of Items 11a, 11b, and 11g were made.

12. RECOGNITION OF SERVICE – RICK LIEBLANG AND AL ZIETLOW

Mayor Craig thanked Rick Lieblang and Al Zietlow for their service and displayed the plaques that will be given to them.

13. ADJOURNMENT

L. QUARTARO MOTIONED TO ADJOURN FROM THE MEETING. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:30 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications