

CITY OF DELAFIELD COMMON COUNCIL MINUTES

CALL MEETING TO ORDER

Mayor P. Craig called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

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

Absent

Linda Quartaro, 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 APRIL 16, 2002 (ORGANIZATIONAL MEETING AND COUNCIL MEETING)

P. SCHUMAN MOTIONED TO APPROVE THE MINUTES OF THE APRIL 16, 2002 ORGANIZATIONAL AND COUNCIL MEETINGS AS PRESENTED. L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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

Tom Hennig, 318 Lapham Peak - His land abuts that of the Berner's. Spoke in favor of the land split. Mayor Craig stated that this item would be moved to the agenda on May 20, 2002 per the request of the Berner's attorney.

Jim Stoffer, 637 Main Street - Spoke in regards to Item 4e2. He supports the Main Street Conceptual Design Approval. Has waited a long time and hopes that it will proceed. Felt that the main objective is

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to put the sidewalk in, but wants to be fair to his neighbors and thought it was necessary to also put in parking to make up for parking being lost on Genesee Street. All businesses will benefit from it. Putting in angle parking makes sense. He also spoke in behalf of Rick Lieblang who couldn't be in attendance tonight.

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

3. CONSENT AGENDA

- a. Approve two-year bartender license for Todd J. Kirkpatrick, 244 Millington Lane #3, Hartland WI 53029, Water Street Brewery

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

4. COMMITTEE REPORTS

- a. LICENSES

None.

- b. PLAN COMMISSION

It was stated that discussion about the Berner property division took place at the Plan Commission meeting. The deeds and restrictions for Ruff's Preserve were also discussed at the Plan Commission meeting.

- 1) Public Hearings set for May meeting
a) Divine Redeemer - regarding portable classrooms.
b) Zoning text amendments - regarding any property that is zoned P1 to have a conditional use.

- c. LAKE WELFARE COMMITTEE

The Citizen's Awareness Meeting was held on April 18, 2002 and had an attendance of approximately 50 people. P. Schuman reviewed the speakers at the meeting. One item brought up at the Citizen's Awareness Meeting was early morning water skiing in no wake areas. Possible banning of water skiing before 9 a.m. will be

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discussed at the Lake Welfare Committee meeting this Wednesday, May 8, 2002. Grant applications were reviewed.

d. PARK AND RECREATION COMMISSION (APRIL 23, 2002 MEETING MINUTES ATTACHED)

1) PRESENTATION OF SUMMER PROGRAM

Marily Gardner spoke to the committee. The Park & Rec is asking for the approval of the difference in funds for the summer program. The YMCA will put together a summer program for youth and adults. The programs were reviewed with the total cost being \$4,000.05. Instructors, equipment, and daycare while adult programs are being conducted are included. The difference of \$1,695 would need to be approved by the Common Council if the minimal amount of people signed up.

R. MISKELLEY MOTIONED THAT THE COMMON COUNCIL USE MONEY FROM THE PARK & REC DIRECTOR FUNDS AND FUND THE PROGRAM AS OUTLINED BY M. GARDNER AND FUND THE DIFFERENCE. M. MATHEY SECONDED THE MOTION. DISCUSSION TOOK PLACE REGARDING INSURANCE. ALL WERE IN FAVOR. MOTION CARRIED.

e. PUBLIC WORKS COMMITTEE

1) CUSHING PARK BRIDGE MEETING, MAY 9, 2002

A meeting will be held on May 9, 2002 at 7 p.m. in the Council Chambers to receive public input on the conceptual designs.

2) MAIN STREET CONCEPTUAL DESIGN APPROVAL

J. Romanowski reviewed all of the alternatives. The Public Works Committee recommended Alternative C with 45 degree parking on the north side. Information was provided to the commissioners in their packets. R. Miskelley stated that it was approved in November 2001 to use TIF money for this reconstruction. P. Craig stated that he would like to see more time for public input, i.e. the press, website, and the Genesee Street Reconstruction Steering Committee meeting.

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L. Kuklinski thought the updates on the Main Street reconstruction should be part of the Genesee Street Reconstruction Project meeting. M. Czubkowski stated that displays could be put up in the City Hall. Discussion took place on the parking situation. The proposed left-hand turn lane and traffic counts were discussed. J. Romanowski stated that this could be considered an intersection improvement for the GSRP. The next GSRP meeting will be on May 15, 2002 at 7 a.m. and this could be put on the agenda for citizen's comments.

P. SCHUMAN MOTIONED TO REFER THIS TO THE GSRP MEETING. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

f. DEL-HART COMMISSION

No report, refer to the minutes. M. Carlson stated that a joint meeting would be held on May 22, 2002 at 7 p.m. with the Village of Hartland to review the resolution for financing the DelHart project.

g. RECYCLING COMMITTEE

No meeting.

h. POLICE AND FIRE COMMISSION – Presentation for promotion to Lieutenant

Chief Taubel congratulated those newly elected to their positions on the Common Council.

The Chief spoke to the commissioners regarding the promotion. There were three candidates for this position. Erik Kehl was chosen and promoted to Lieutenant. Police Commissioner John Wessling presented him with his badge. The board congratulated him and recognized the other candidates.

i. LIBRARY BOARD

There was no meeting this month. The next meeting will be held on May 14, 2002.

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j. OTHER COMMITTEES

- 1) GENESEE ST. RECONSTRUCTION COMMITTEE - MINUTES OF APRIL 24, 2002

M. Carlson stated that this meeting was held at the Fish Hatchery. A guest speaker, a resident from LaCrosse, spoke regarding their experience with reconstruction. He gave a positive message to the people in attendance.

5. OLD BUSINESS

None.

6. MAYOR'S REPORT

a. APPOINTMENTS

- 1) CITY ADMINISTRATOR

Mayor Craig recommended Matt Carlson for the position.

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

- 2) CITY CLERK-TREASURER

Mayor Craig recommended Marilyn Czubkowski for the position.

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

- 3) CITY ASSESSOR

Mayor Craig recommended that this be bid out along with the City Attorney and City Engineer. It was stated that a meeting on assessments would be held on May 21, 2002 at 7 p.m.

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L. KUKLINSKI MOTIONED TO BID OUT THE CITY ASSESSOR, CITY ATTORNEY, AND CITY ENGINEER. M. ROBERTS SECONDED. M. CZUBKOWSKI EXPRESSED CONCERNS REGARDING BOARD OF REVIEW. M. CARLSON STATED THAT THIS BIDDING COULD BE DONE IN 30 DAYS BY ASKING FOR A SIMPLE REQUEST FOR SERVICE PROPOSAL. ALL WERE IN FAVOR. MOTION CARRIED.

- 4) CITY ATTORNEY

See 5.a.3 above.

- 5) CITY ENGINEER

See 5.a.3 above.

- 6) ELECTRICAL INSPECTOR

Mayor Craig recommended Tom Maney for this position and for the Plumbing/HVAC Inspector.

M. MATHEY MOTIONED TO APPROVE (CONFIRM). R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 7) EMERGENCY SERVICES DIRECTOR

Mayor Craig recommended Chief Swayze.

R. MISKELLEY MOTIONED TO APPROVE (CONFIRM). L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 8) FIRE CHIEF

P. SCHUMAN MOTIONED TO REMOVE THIS FROM THE AGENDA. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- 9) PLUMBING/HVAC INSPECTOR

See item 5.a.6 above.

- 10) CEMETERY BOARD (3 YEAR TERM)

Presently looking for people to fulfill this vacancy.
Requirements: meet at cemetery 2x per year, with one official mtg.

- 11) DELAFIELD-HARTLAND WATER POLLUTION CONTROL COMMISSION (ONE ALTERNATE)

Mayor Craig recommended M. Roberts, L. Kuklinski, Ed McAleer and P. Craig.

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

- 12) LAKE AREA COMMUNICATIONS SYSTEM (2 YEAR TERM-EXPIRES DECEMBER 2002)

Mayor Craig recommended L. Quartaro.

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

- 13) LAKE WELFARE COMMITTEE

Mayor Craig recommended Ken Wiedmeyer (full time), Al Zietlow (alternate), and Ed Kraemer (4th).

R. MISKELLY MOTIONED TO APPROVE (CONFIRM). M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 14) PARK AND RECREATION COMMISSION

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Mayor Craig recommended that John Mau continue in his position and to also appoint Fran Bills.

R. MISKELLY MOTIONED TO APPROVE (CONFIRM). L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 15) PLAN COMMISSION (1-3 YR TERM, 1-1 YEAR TERM)

Mayor Craig reported that Robert Trunzo has requested to be removed from this committee. Recommended Chris Mursky to be appointed to the three year term and Diri Curtis Costa to be appointed to the one year term.

MIKE ROBERTS MOTIONED TO APPROVE (CONFIRM). L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 16) POLICE AND FIRE COMMISSION (5 YEAR TERM)

Mayor Craig recommended Ed McAleer.

R. MISKELLY MOTIONED TO APPROVE (CONFIRM). M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 17) PUBLIC WORKS COMMITTEE (3 YEAR TERM)

Mayor Craig recommended Art Baumann.

R. MISKELLY MOTIONED TO APPROVE (CONFIRM). L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 18) RECYCLING SOLID WASTE COMMITTEE (2 YEAR TERMS)

Mayor Craig recommended David Leef and Glen Huebner.

P. SCHUMAN MOTIONED TO APPROVE (CONFIRM). M. ROBERTS SECONDED THE MOTION. THERE WAS NO

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FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 19) BOARD OF ZONING APPEALS (1-3 YEAR TERM, 1-2 YEAR TERM)

Mayor Craig recommended Al Johnson and Gerald McDougal.

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

- 20) TRUNKED RADIO CHARTER MEMBER

Mayor Craig recommended L. Quartaro.

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

Mayor Craig stated that he has attended the following: Waukesha County Executive Meeting, Waukesha Municipal Meeting, the Lake Welfare Committee Citizen's Meeting, Park & Recreation Meeting, Waukesha County Cooperative, met with Sarah Jerome, met with Matt Carlson, met with Mr. Lang, and visited with citizens.

Mayor Craig will be available to meet with citizens on the second Wednesday of the month between the hours of 6-8 p.m. in the foyer of the City Hall.

The Memorial Day Parade will be held on May 26, 2002 at 1 p.m. starting at Fireman's Park. All citizens are invited to the parade and to the concert afterwards.

7. NEW BUSINESS

- a. PROPERTY TAX ASSESSMENT-RICHARD N. RITTER, 615 GARRISON COURT

Mr. Ritter was present. His materials were included in the commissioner's packets. He explained that the square footage of

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his house was listed incorrectly and thus his tax assessment was incorrectly calculated. M. Carlson stated that there was a discrepancy in the square footage and that the Common Council can grant relief; it is the policy to grant relief for one year. M. Carlson recommended a one-time refund of \$2,322.66.

R. MISKELLY MOTIONED TO MAKE AN ADJUSTMENT AND REFUND OF \$2,322.66. P. SCHUMAN SECONDED THE MOTION. MR. RITTER SHOWED THE COMMISSIONERS HIS FLOOR PLANS. ALL WERE IN FAVOR. MAYOR CRAIG APOLOGIZED FOR THE ERROR. MOTION CARRIED.

- b. CERTIFIED SURVEY MAP FOR THOMAS AND WANDA BERNER AS REFERRED BY PLAN COMMISSION.

(Request by petitioner to reschedule to May 20, 2002 Council meeting)

- c. RESOLUTION 2002-07 RESOLUTION FOR OUTDOOR RECREATIONAL AIDS

M. Carlson discussed the grants applied for with the DNR. The City needs to file resolution to receive a grant from DNR to offset the costs of the Veterans Parkway. He also explained that a Waiver of Retroactivity for the Geason Property makes it eligible for grant funding for one-half of that property. This allows the City to apply for the Grant. The advantages and disadvantages of using a grant for this property were discussed. The use of the park property was discussed.

R. MISKELLEY MOTIONED TO APPLY FOR BOTH GRANTS. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. LK COMMENTED ON THE VERBIAGE OF THE RESOLUTION.

- d. CHANGE ORDER FOR LIFT STATION UPGRADE

M. Carlson reviewed the problem with environmental contamination around Lift Station 12. A presentation by the engineer was given to the Public Works Committee at their last meeting. The possibility of recouping the expenses from the responsible party was discussed. There is a possibility that this contaminant may have migrated into the lake.

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R. MISKELLY MOTIONED TO APPROVE \$13,000 AND THE ADDITIONAL \$1,500 TO FOTH AND VAN DYKE AS OUTLINED BY THE ADMINISTRATOR. M. ROBERTS SECONDED THE MOTION. DISCUSSION TOOK PLACE ON FINDING THE SOURCE. M. CARLSON STATED THAT AFTER 2-4 WEEKS THERE SHOULD BE SOME IDEA WHERE THE SOURCE IS. ENVIRONMENTAL PROTECTION COVERAGE WILL BE INVESTIGATED. ALL WERE IN FAVOR. MOTION CARRIED.

- e. CHANGE ORDER FOR GENESEE STREET RECONSTRUCTION

L. Kuklinski commented on the change orders. J. Romanowski responded. Ruckert-Mielke did not expect all of the correspondence, questionnaires, etc. He stated that extra services have been provided.

P. SCHUMAN MOTIONED TO APPROVE. R. MISKELLY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. L. KUKLINSKI OPPOSED. MOTION CARRIED.

8. ADMINISTRATOR'S REPORT

M. Carlson reviewed the following:

- a. Property Tax Assessment Workshop: May 21, 2002, 7:00 pm in Council Chambers
- b. Household Hazardous Waste Collection: June 15, 8:00 am to 12:00 Noon, DPW -- He reviewed the list of acceptable materials and stated that this list is posted on the website and in the newsletter.
- c. Memorial Day Parade - Nancy Hagstrom and Margaret Zerwekh have done a fine job coordinating. Expressed appreciation. M. Zerwekh stated that all can participate.

9. CLERK'S REPORT

None.

10. FINANCIAL REPORT

- a. APPROVE VOUCHER LIST

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

11. CORRESPONDENCE

- a. Southeastern Wisconsin Regional Freeway System Reconstruction Study-April 2002

12. ADJOURNMENT

P. SCHUMAN MOTIONED TO ADJOURN FROM THE MEETING. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:37 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications