

CITY OF DELAFIELD COMMON COUNCIL MINUTES

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Mayor Paul Craig
Jeff Krickhahn, Ald.
Phil Schuman, Ald.
Erv Sadowski, Ald.
Mike Roberts, Ald.
Marily Gardner, Ald.
Linda Kuklinski, Ald.
Don Swain, Ald.
Matt Carlson, Administrator
Marilyn Czubkowski, Clerk

Also Present

Tom Hafner, Director of Public Works

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 AUGUST 4, 2003

L. KUKLINSKI MOVED TO APPROVE THE MINUTES OF THE AUGUST 4, 2003 MEETING AS PRESENTED. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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

Libby Gifford, 1504 Perry Lane, Hartland - Thanked some of the council members for setting up workshops during district meetings to look at what the citizens wish to include in an exterior design of a new library. District #5 will be holding a meeting at the Fish Hatchery at 7 p.m. on August 21, 2003. District #1 will be holding a meeting at the Lake Country School Library on September 3, 2003. Mayor Craig will be holding an all-city listening session at the Fish Hatchery on September 9, 2003 at 7 p.m. The Library Board has

CITY OF DELAFIELD COMMON COUNCIL MINUTES

regrouped and is collecting information for the exterior design of the building from the citizens. This will be given to the architects and exterior designs will be drawn. After the best design is decided upon, the Capital Campaign Committee will take the drawing to begin their fundraising.

Judy Grosch, 2711 Zastrow Rd. - Attended the Lake Welfare Committee meeting. She stated that T. Hafner presented an excellent report on the weed harvester. The residents in her area would like the weed cutter not to be stored as much in Zastrow's Bay, but would like the whole lake to take on the responsibility of storing it. They would like to see Kettle Cove Dr. investigated as a possible take-out site for that end of the lake with further investigation on keeping the cutter over at Bleeker Street. Different options should be investigated.

Carol Snyder, 1021 Lake Drive - Addressed accusations regarding the lack of action by the library board. The Capital Campaign Committee is made up of mostly non-library board members and they have stated that they cannot move forward without a drawing of the outside of the library. Because the Library Board has been open-minded, things have slowed this project down. The library board meetings are open meetings and people are invited to attend.

Carol McAllister, 1925 Moraine End - She is a member of the Design Advisory Committee. The fund raising committee is waiting for the results from the Design Advisory Board and that board is waiting in part for the results from the aldermanic meetings. Because of summer and because of waiting on other groups, there has been a delay.

Tracy Hueber, 2711 Ridley Road - She stated that the weed cutter is in the front of their yard 10 out of 12 weeks of the year. The residents of her bay are carrying the burden of storing the weed cutter. She encouraged the investigation of other locations for the weed cutter. Okauchee and Pewaukee Lakes have one location for the storage that isn't by homes. Bleeker Street doesn't have as many homes and she encouraged that this site and others be looked at for storage. She complimented the crew on their work.

Con Hubicker, 1100 Main Street - He has been a resident for 21 years in Delafield. Gave his support to the library board and asked the Council for patience in supporting the Library Board.

Mayor Craig asked three times if there were any further citizen's comments. There were none.

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

3. CONSENT AGENDA

CITY OF DELAFIELD COMMON COUNCIL MINUTES

- a. AGREEMENT WITH ACCURATE APPRAISAL, LLC FOR 2004 REVALUATION AND MAINTENANCE SERVICES.

P. Schuman asked to discuss this item. His constituents are concerned about a re-evaluation. Asked if there was a state formula stating when to evaluate. M. Czubkowski stated that a 93% evaluation took place last year. It indicates that the City will fall behind (below 90%) this year. There are only so many years after falling below 90% to have a revaluation. It is not mandatory to have a revaluation next year, but the board made a determination last year that the City would go on an every three year cycle. P. Schuman stated that this was to smooth out the rapid rise which occurs if delayed. M. Carlson explained the purpose of a re-evaluation in the community. The State is estimating \$931,563,700 as an equalized assessed value for 2003. The 2002 the equalized assessed value was \$815,416,900 – a 14% increase. The tax is based on the assessed value. M. Czubkowski clarified that if people take out building permits for new construction or improvements to their home, their assessment will go up.

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

4. COMMITTEE REPORTS

- a. LICENSES

None.

- b. PLAN COMMISSION (DRAFT MINUTES OF JULY 30, 2003 MEETING INCLUDED)

P. Schuman reported that there will be a training session this Thursday and it will be videotaped for future Planning Commission members. There are a lot of businesses coming in. There is a development going up on Hillside with new tenants. Discussion took place about the color palette for the Historical District and R. Dupler will do more work on this. A discussion took place on the tree ordinance and there are a few details that yet need to be worked out. The Veteran's Memorial Riverwalk needs to go through the Planning Commission and is on the agenda for the next meeting. Concerns about the proposed Village of Hartland commercial development were reviewed.

- c. LAKE WELFARE COMMITTEE

The initial report from Vierbicher was given regarding the dredging project. The survey results are in. A number of areas were ranked as sensitive areas and the DNR is reviewing them. Discussions have taken

CITY OF DELAFIELD COMMON COUNCIL MINUTES

place regarding disposal of the spoils from the dredging. One recommendation was to create a new shallow area, but this idea was not well received by the committee. Since the meeting, P. Schuman has had discussions with H. Bunk of the DNR and she was not in favor of it either. H. Bunk is conducting a review of the sensitive areas. The Wisconsin Waterways Commission agenda for August 27, 2003 was distributed and P. Schuman will attend it to discuss funding for the dredging study.

1. AQUATIC WEED HARVESTER REPORT - H. Bunk suggested additional smaller equipment with a skimmer on it that will work in smaller areas. This additional piece of equipment will be explored. T. Hafner reported on the Aquatic Plant Management and this report was included in the Council member's packets. The Lake Welfare Committee will review the report and give feedback at the next meeting. The document will then be finalized. The report includes some historical perspective, equipment utilized, labor force, current operational procedures, etc. One of the big issues is storage of equipment. Zastrow's Bay and Ridley Road are the primary areas used currently. He will analyze the costs to utilize overtime in only using Bleeker Street to store equipment and will bring this analysis to the next Lake Welfare Committee meeting. Kettle Cove is in a sensitive area and needs to be investigated. T. Hafner stated that access to this location is questionable because of the possibility that this may be private land and if the equipment could access it given the stumps, etc. Nashotah pays in excess of 11% of the City's total cost towards the lake. It is looked at on a yearly basis. Personnel for the rest of the season was discussed - both seasonal employees left August 8th. They are utilizing a second full-time Public Works employee on the harvesting crew and also one of the seasonal Parks employees. L. Kuklinski stated that she had received seven phone calls between Saturday and Sunday stating that they would be happy to have the harvester park in the channels by their homes if it meant that it will go through that area more. She will provide the names and addresses to T. Hafner.

P. Schuman stated that they will be refining the report and the big concern is how to pay for the dredging and restoration (\$3.5 million). Specific numbers are being worked on.

e. PARK AND RECREATION COMMISSION

They will meet this Wednesday. The Five Year Plan is due and B. Leonard has investigated hiring an intern to finish the plan for a fee of \$10/hr. They are estimating the project would take between 40-50 hours. The intern's qualifications were reviewed. They will be discussing

CITY OF DELAFIELD COMMON COUNCIL MINUTES

the budget and operation at the next meeting. The Veterans Walk is ready to start building the boardwalk and they are waiting for the Plan Commission and DNR permit. The easement was obtained from St. Johns. They will be adding another monument for the Middle East wars in place of where the Peace Garden is. The Peace Garden will be relocated.

f. PUBLIC WORKS COMMITTEE

The meeting has been postponed until September 3, 2003.

g. DEL-HART COMMISSION

The next meeting is tomorrow, August 19, 2003.

h. RECYCLING COMMITTEE

No report.

i. POLICE AND FIRE COMMISSION

No report.

j. LIBRARY BOARD

They met on August 12, 2003. The library will be closed on September 19th for rearranging. A new reference librarian has been hired. Marily will have her district meeting this Thursday at the Fish Hatchery at 7 p.m. and J. Krickhahn will have his district meeting at the Lake Country School library at 7 p.m. on September 3, 2003, with other business taking place. Mayor Craig will sponsor a meeting in regards to the library only on September 9, 2003 at 7 p.m. at the Fish Hatchery. The library is moving in forward motion. The Campaign Committee feels they cannot move forward until there is a plan. The next meeting will be this Thursday at 6:15 p.m. at the Fish Hatchery.

k. FINANCE ADVISORY BOARD (DRAFT MINUTES OF JULY 23, 2003 MEETING INCLUDED)

Two motions were made as a result of the meeting. They were going to make a presentation to Council tonight, but as a result of their due diligence and actions with the second motion, they did not have a formal action to bring, but the likelihood is that it will be in the City's best interest to continue the current investment practices. The Finance Advisory Board will be revisiting the investment policy of the City.

l. GENESEE STREET PROJECT

CITY OF DELAFIELD COMMON COUNCIL MINUTES

The project is progressing. A lot of work is taking place in the intersections. The storm sewer crew has completed its work and has moved on to other jobs. The west side progressing faster than the east side did. Some issues are still being worked on.

5. OLD BUSINESS

None.

6. MAYOR'S REPORT

He has participated in the following:

- Genesee Street Reconstruction Project
- Tourism & Promotion
- Merchant Group Meeting
- Construction Crews & Meetings
- Goals & Priorities Meeting
- Had a meeting with M. Carlson and the DOT regarding the diamond pavement at 83 & 94. The diamond pavement has caused other problems. It will be repaved with a different type of asphalt on August 20, 2003. The signals will remain the same. According to the DOT, the Park & Ride in Hartland is in a preliminary stage, but the City believes it may be on a faster track. M. Carlson asked the DOT if they have plans for improving the off-ramp and on-ramp at Highway C and 94 and if their long-term plan includes any further connections to the interstate in the region. The DOT will check their plan.
- Attended F. Welch's retirement
- Had office hours
- Talked to independent merchants
- Talked to residents

7. NEW BUSINESS

a. DISCUSSION REGARDING DIRECTIONAL SIGNAGE FOR DOWNTOWN DELAFIELD

E. Sadowski stated that there isn't an eastern gateway to Historic Downtown Delafield. There are a lot of people who don't realize that there is a downtown. He suggested that signage with arrow for Historic Downtown Delafield be placed near the Park and Ride on Highway 83. Another suggested location would be by the Perkins restaurant and where Milwaukee and Main split. He thought this would generate more traffic volume for downtown Delafield. Signage is important.

P. Schuman stated that Historic Downtown Delafield is a hidden treasure and is not visible. E. Sadowski stated that people need to be directed to the Historic Downtown. Mayor Craig stated that there is some signage on I94 going both directions. This idea has not yet been presented to the

CITY OF DELAFIELD COMMON COUNCIL MINUTES

Chamber. The Commissioners were receptive to the idea. The Chamber should be contacted about the signs and costs should be investigated. E. Sadowski asked that the Council to move quickly. It was the direction of the Council to have staff explore this idea. These signs would be permanent.

8. ADMINISTRATOR'S REPORT

a. SUMMARY OF GOALS AND PRIORITIES WORKSHOP

Copies of the handouts were included in the commissioner's packets. Attendance at the meeting was high. Also provided to the commissioners was a written copy of the PowerPoint presentation and summary of the community opinion survey. The full results of the survey are included in the commissioner's packets. The results were reviewed. Thirty copies of the results of the survey will be provided to each Council member. The response rate was the highest response rate since M. Carlson has been in Delafield. Departmental presentations were made at the meeting. M. Gardner thanked everyone in Administration and stated that the survey was very comprehensive and the work was well done. Mayor Craig thanked all who attended.

Budgets will be distributed in mid-October (10/14) at the Fish Hatchery at 7 p.m. Two steps of the budget process have been completed.

b. PLAN COMMISSION TRAINING SEMINAR IN THE COUNCIL CHAMBERS ON THURSDAY, AUGUST 21, 2003 AT 7:00 P.M.

This will be videotaped. The presentation will include Dick Lehman and Jerry Bratz. Roger Dupler will moderate the meeting.

9. CLERK'S REPORT

a. Halloween Trick or Treat in the City of Delafield dated Friday, October 31, 2003 from 6:00 - 8:00 p.m.

The Grand Illumination was an activity previously funded by the Lang Companies and it is not known whether they will provide it again this year. E. Sadowski suggested asking a group and strongly urged anyone to step forward to help fund this. He felt that this activity is part of Delafield. He would be willing to donate towards this. Mayor Craig stated that it needs to be determined if the Lang Companies would be funding the event this year.

CITY OF DELAFIELD COMMON COUNCIL MINUTES

10. FINANCIAL REPORT

a. APPROVE VOUCHER LIST

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

11. CORRESPONDENCE

a. Letter from Governor Jim Doyle dated August 4, 2003

12. ADJOURN INTO CLOSED SESSION PER §19.85(E) DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION (CUSHING PARK/FISH HATCHERY CAMPUS AND GENESEE STREET)

It was stated that B. Leonard would be involved in the Cushing Park conversation and then would exit from the closed session.

M. Czubkowski read the above notice.

E. SADOWSKI MOTIONED TO ADJOURN INTO CLOSED SESSION PER §19.85(E) DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION (CUSHING PARK/FISH HATCHERY CAMPUS AND GENESEE STREET). D. SWAIN SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN: J. KRICKHAHN, AYE; P. SCHUMAN, AYE; E. SADOWSKI, AYE; M. ROBERTS, AYE; M. GARDNER, AYE; L. KUKLINSKI, AYE; D. SWAIN, AYE. THE MEETING ENTERED CLOSED SESSION AT 8:14 P.M.

13. RECONVENE INTO OPEN SESSION

E. SADOWSKI MOTIONED TO RECONVENE INTO OPEN SESSION. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. OPEN SESSION WAS RECONVENED AT 9:27 P.M.

14. ACTION OF ITEMS DISCUSSED IN CLOSED SESSION

No action was taken.

15. ADJOURNMENT

CITY OF DELAFIELD COMMON COUNCIL MINUTES

E. SADOWSKI 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 9:28 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications LLC