

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

Mayor Paul Craig
Phil Schuman, Ald.
Erv Sadowski, 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 JANUARY 6, 2003

L. QUARTARO MOTIONED TO APPROVE THE MINUTES. M. ROBERTS SECONDED THE MOTION. M. CARLSON STATED THAT THE DATE OF THE MINUTES SHOULD BE JANUARY 6, 2003. L. QUARTARO AND M. ROBERTS AGREED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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

None.

3. CONSENT AGENDA

- a. Resolution 2003—01 to authorize a reduction of the amount of Letter of Credit for Ruff's Preserve to \$78,444.72 and to accept the first lift of asphalt for Muir Valley Road.
- b. Revised Jurisdictional Transfer Agreement for County Trunk Highway C.
- c. Approve Stormwater Maintenance Agreement for University Lake School.

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

4. COMMITTEE REPORTS

a. Licenses

Two-year bartender license – expires June 2004

- Tracy Boya, 620 Bell St., Waukesha, WI ; Stockade Grill
- Carolyn Jackson, 642 Dundee Lane, Hartland, WI; Stockade Grill
- Jamie Jewett, 259 Blue Ridge Dr., Oconomowoc, WI; Kuhlenbeck's (M. Czubkowski read in)
- Tracy Johnson, 750 Kingston Ct., Hartland, WI; Stockade Bar & Grill (M. Czubkowski read in)
- Amanda Nuorala, W116 Main Street, Delafield, WI; Daybreak (M. Czubkowski read in)

One-year bartender license – expires June 2003

- James Miresse, S15W32318 Moraine View Dr, Delafield, WI; Stockade Grill
- Toni Grable, 26080 N. Beach Rd., Oconomowoc, WI; Stockade Grille

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

b. PLAN COMMISSION

The Plan Commission will meet January 29, 2003. There will be a public hearing regarding the Told Development conditional use and the Dix property.

c. LAKE WELFARE COMMITTEE (DRAFT MINUTES OF JANUARY 15, 2003 MEETING INCLUDED)

The RFPs for the stormwater and dredging studies were sent out last week to 12 engineering firms. The spring educational meeting will be held on May 1, 2003 at the Fish Hatchery at 7 p.m. The agenda is still being developed. There will be a February 15 Southeastern Wisconsin Lakes Association workshop. Copies of the agenda were included in the commissioner's packets. Four members of the Lake Welfare Committee will be attending this workshop. If any citizens wish to go, they can fill out an application and attend.

At one of his previous meetings he met Ruth Johnson, the Rock River Basin Planner from the DNR. She sent him some studies that were done, one of them by the State of Maine regarding water quality affecting property prices. She asked the City of Delafield Lake Welfare Committee to host a regional meeting on this; it was held on January 15, 2003. The meeting was posted. They talked about the feasibility of doing a study or

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updating the study. It was decided that it would be too tight to get this done by the first DNR due date of February 1, 2003 for grants, but it would be pushed off until the next due date of August 1, 2003. In the meantime, Dr. Thornton, who attended the meeting, will look at a scoping document. This subject will be talked about at the February 15 meeting and at the Wisconsin Association of Lakes meeting in April. P. Schuman networked with M. Morack, Town & Country Resource Conservation & Development. They are funded by the federal government grant, U. S. Department of Agriculture. They have some money available for various water projects.

Last Friday he spent the day at Lapham Peak in a partnership meeting with Heidi Bunk and others from the DNR around the state, as well as people from Lake Geneva and also Dr. Thornton. It provided good networking opportunities. They talked about some of Delafield's concerns. Lapham Peak was a nice place to have the meeting because it overlooked Lake Nagawicka. They talked about how to interpret the scientific data that will be received from the US Geological Survey and how to use it. Lake Geneva gave a presentation on a diagnostic study similar to what the City of Delafield will be doing.

On May 2, 2003 the core sample from the deep hole in Lake Nagawicka will be done.

The Lake Welfare Committee wanted to have Sue Beyler, DNR Fish Management Specialist (she controls what areas are sensitive on the lake), at their next meeting. However, the normal day of the Lake Welfare Committee meeting is not a good day for her. P. Schuman is looking at moving the next meeting to February 20, 2003 (Thursday). He is waiting to hear from S. Beyler regarding this date. M. Czubkowski stated that all that needed to be done to change the date was to cancel the original date and notice the new date. P. Schuman will know the next meeting date by the end of the week.

d. **PARK AND RECREATION COMMISSION**

The Committee met last week. They talked about the Ft. Cushing Bridge. A design of a covered bridge was received. The Park & Recreation Committee did not like the cover and but liked the idea of trying to replicate the stone that is there now. Designs with a different cover will be looked at. A lot of discussion took place about the parking lot. They decided to not change the parking lot configuration too much compared to what it is now. The Committee felt that the parking lot design that was presented was a bit "urbanized". They are hoping to save some money with the revised design. The engineers thought that the stonework on the bridge would be funded with grant money. The Park & Recreation Committee will look at putting a cover on the bridge if

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someone donates funding. They did not like the idea of a bridge that was designed for a cover to be built without one if it didn't look nice.

Regarding the Riverwalk project, grants are being pursued from the Greater Milwaukee Foundation. It looks very good. They are hoping for a grant in the \$75,000 range. Engineering of the project will begin. It is thought that the estimates to actually build it may be quite a bit less than originally anticipated.

The baseball lights were discussed. They were purchased several years ago from Hartland and have never been put up at Fish Hatchery. The Park & Recreation Committee voted to put the lights in at the American Legion and negotiate it as part of the lease. This will increase the playing time and will allow more games to be played at this location. One part of the four-part action plan is to have a meeting with the neighbors in the area before installing the lights.

Brian Faracy gave a presentation on the possibility of having an outdoor theater. Discussion took place on the options for the theater location, programming, etc. It will be discussed at the next meeting.

An engineer will be hired to do the Geason preliminary design and get a timetable together.

The five -year plan will be looked at during the next meeting.

The Y program - There are two classes operating now. Investigation is being done at offering more programming through other communities that have existing programming and trying to use them instead of trying to invent our own.

E. Sadowski asked to be kept informed about the baseball light situation and any meetings that come up regarding them.

e. DEL-HART COMMISSION

The next meeting will be Tuesday, January 21, 2003 at 7 p.m.

f. RECYCLING COMMITTEE

No report.

g. POLICE AND FIRE COMMISSION

No report.

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h. LIBRARY BOARD

The next meeting will be January 21, 2003. They had a meeting on January 2, 2003. They are proceeding with the fund raising. E. Sadowski should have a have a much more detailed report at the next meeting. He has been in phone contact with people. Everything is proceeding as planned. L. Kuklinski stated that there were a number of people disappointed because the meeting was canceled. M. Czubkowski stated that the City does not handle the library meetings, but the procedure at the City Hall is that if a meeting is canceled, they try to notify the public and newspapers prior to 10 a.m. L. Kuklinski stated that it was very disappointing to the people who wanted to attend the meeting. E. Sadowski will mention at the next meeting.

i. FINANCE ADVISORY BOARD

The next meeting will be January 28, 2003 at 7 p.m.

j. OTHER

PUBLIC WORKS COMMITTEE

No meeting was held.

M. Czubkowski stated that the City of Delafield would now be getting the minutes and agenda from the LACS. They will be included in the commissioners' packets as a courtesy.

5. OLD BUSINESS

None.

6. MAYOR'S REPORT

- Appointment - Dennis Hart was appointed to Lake Welfare Committee.

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

- There is still one position available on the Lake Welfare Committee.
- There is an open position on the Public Works Committee.
- Met with Tourism
- Had office hours

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- Met with M. Carlson and A. Swayze pertaining to a concern brought forth by a citizen.
- Met with some library people.

7. NEW BUSINESS

None.

8. ADMINISTRATOR'S REPORT

- Met with representatives from the DNR regarding stormwater grant. They approved the City's contract/agreement with Earthtech to do the design work and establish the stormwater utility at the 83/94 intersection in the amount of \$88,148. He will be executing the design contract. He asked the DNR about the ability to transfer grant funds from one project to another, and it cannot be done.
- He completed and finalized the job description for the Public Works Director position and it is now being advertised in trade journals and on the City's website. The applications for this position are due on February 21, 2003.
- Attended the Lake Welfare Committee meeting on Wednesday, January 15, 2003.
- Attended the Park & Recreation Committee meeting on Wednesday, January 15, 2003.
- Worked on the budget calendar and the agenda for the next Finance Committee meeting.
- Met with the City of Oconomowoc and Town of Summit representatives regarding fire service issues.
- Attended 2003 Trends meeting sponsored by Small Business Times Magazine. It was an interesting seminar. They talked about building construction trends and the notion that there are some sectors in the construction industry that are really booming. They also discussed ways to cut costs in terms of worker's compensation costs.
- Met with the City engineer and the City attorney regarding the steps to establish that stormwater utility at 83/94. The direction that came from the Council is that those who specifically would benefit from a service or those that specifically created a problem would directly pay for it and the stormwater utility at 83/94 would help the City create those dollars to leverage the grant funds with the DNR to build the stormwater facility out at that intersection.

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- Had several meeting with staff, business owners, and residents.

9. CLERK'S REPORT

M. Czubkowski reported that there would be a primary election on February 18, 2003. This would be for Oconomowoc's school board and a judge. The library will go to referendum on April 1. The new County Clerk has contacted the City of Delafield and the County will put the primary notifications in the paper so that they can share costs.

10. FINANCIAL REPORT

a. APPROVE VOUCHER LIST

R. Miskelley asked about several Visa cards. He does not have a problem with the cards, but wanted to make sure that there are proper management procedures in place for approval. M. Carlson stated that each department head covers their own expenditures out of their budget. If the budget is something that be accommodated by using a Visa card, the department heads are given great latitude in using those credit cards to accomplish those purchases. There is not a maximum dollar amount that can be charged, although each card does have maximum dollar limits. They must be expensed and itemized, etc. M. Czubkowski stated that a form was just developed. No personal purchases are allowed on the cards.

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

11. CORRESPONDENCE

- a. Program information for the Southeast Wisconsin Lakes Workshop, Saturday, February 15, 2003.

12. ADJOURN INTO CLOSED SESSION PER §19.85(1)(E) TO DELIBERATE OR NEGOTIATE THE PURCHASE OF PUBLIC PROPERTIES, INVESTMENT OF PUBLIC FUNDS, OR CONDUCT OTHER SPECIFIC PUBLIC BUSINESS WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION (DEVELOPMENT ISSUES); §19.85(1)(G) TO CONFER WITH LEGAL COUNSEL WHO, EITHER ORALLY OR IN WRITING, WILL ADVISE THE GOVERNMENTAL BODY ON A STRATEGY TO BE ADOPTED WITH RESPECT TO CURRENT OR LIKELY LITIGATION (VILLAGE SQUARE).

M. Czubkowski read the above.

E. SADOWSKI MOTIONED TO ADJOURN INTO CLOSED SESSION PER §19.85(1)(E). P. SCHUMAN SECONDED THE MOTION. A ROLL CALL VOTE

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WAS TAKEN: P. SCHUMAN, AYE; E. SADOWSKI, AYE; M. ROBERTS, AYE; L. QUARTARO, AYE; L. KUKLINSKI, AYE; R. MISKELLEY, AYE. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED INTO CLOSED SESSION AT 7:26 P.M.

13. RECONVENE INTO OPEN SESSION

L. QUARTARO MOVED TO RECONVENE INTO OPEN SESSION. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING RECONVENED AT 9:14 P.M.

14. ACTION OF ITEMS DISCUSSED IN CLOSED SESSION

No action was taken.

15. ADJOURNMENT

L. QUARTARO MOTIONED TO ADJOURN FROM THE MEETING. L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 9:15 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications, LLC