

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 7:00 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

**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 18, 2003

**M. GARDNER MOTIONED TO APPROVE THE MINUTES OF THE AUGUST 18, 2003 MEETING. D. SWAIN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

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

Julie Platz, 703 Milwaukee Street – As a business owner and resident in downtown Delafield, she was concerned that the planters on Genesee Street were too big. There are too many planters, too close together. Concerned about future trees, snow removal, iron work on top of planters, maintenance of plantings, the maintenance being guaranteed, and the closeness of planters to the street. She suggested keeping the stop signs at Milwaukee and Wells Streets. Thought that the scale was too big and the planters are too modern. Concerned about the way it would look.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

Martina Verre, owner of Celtic Antiques, 810 & 814 Genesee Street – Agreed with Ms. Platz. She has heard the same comments from customers. Felt the scale of the planter outside of her business was too large and that it obstructs the entrance to her business. Concerned about car damage, UPS deliveries, elderly visitors, ice and snow removal, and water accumulations in her area. She is trying to be positive about this. Felt that the scale of the 42' long planters do nothing to enhance the quaintness of the City. Concerned that once that they are added to the west side of the street, the enormity will just increase.

Bill Verre, owner of Celtic Antiques, 810 & 814 Genesee Street – The 42' planter that is in front of their building and obstructs the entranceway. Patrons must make a detour of 21' around either way to enter their building. The planter to the north of their establishment is 21' long with a distance of 45' between them. He suggested replacing the 42' planter with a 21' planter. This would not obstruct their entrance. Addressed lighting and symmetry. Since the planter is cracked on both sides, he thought the planter needed to be replaced anyways and it should be replaced with a 21' planter. Another issue is the curb coming around the corner – the problem is the whole area now needs to be filled in. There needs to be a continuation of the brick work. M. Carlson stated that they looked at it and they have identified some options for filling it in.

Jeff Forslund, owner of Lake Country Jewelers, 708 Genesee Street – The scale does look large now, but it is due to the fact that the fill and brick have not been installed. Once the fill and brick have been added, it diminishes the scale. He has gotten a lot of feedback on the stop sign on Milwaukee and Genesee Street and he thought it would help if the stop sign remained. Mayor Craig stated that the City will review it again.

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

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

3. CONSENT AGENDA

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

- a. AUCTION ITEMS FOR ALL DEPARTMENTS
- b. RESOLUTION 2003-8 TO APPROVE THE AMENDED ESTABLISHED STREET AND HIGHWAY WIDTH MAP OF WAUKESHA COUNTY.

4. COMMITTEE REPORTS

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

a. LICENSES

Two Year Bartender License

Cindy J. Krueger, 813 Mill Street, Delafield, WI; American Legion Post 196

Todd J. LeClair, W252 S4464 Meadowview Dr., Waukesha; Open Pantry

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

Class B Beer and Class B Liquor

Mill Street Corporation dba Mark David's Bakery & Café, 619 Genesee Street, Delafield; Mark David Quandt, W280 N4878 Theodore's Cove, Pewaukee

M. Carlson reviewed the State Statutes and stated that the competition for Class B Liquor is great. The City adopted the process that it needs to go through when approving. He reviewed.

M. Quandt of Mark David's Bakery & Café was present at the meeting and spoke to the commissioners as to why he was requesting the Class B licenses. M. Czubkowski stated that if the license is not used to the full extent, the license could be taken back. She reviewed the Resolution that Council passed in 1996 and explained Class C licenses. Class C licenses are unlimited. Discussion took place on costs of the licenses, how many licenses were available, and licenses that may become available in the future. Mayor Craig reviewed the different Class B licenses in regards to what they can serve/sell.

**M. GARDNER MOTIONED TO GRANT A CLASS B BEER LICENSE AND A CLASS C WINE LICENSE. E. SADOWSKI SECONDED THE MOTION. M. CZUBKOWSKI STATED THAT M. QUANDT WOULD NEED TO AMEND HIS BUSINESS PLAN OF OPERATION AND GO BEFORE THE PLAN COMMISSION. M. CARLSON WILL APPROVE A TEMPORARY BUSINESS PLAN OF OPERATION UNTIL THE PLAN COMMISSION MEETING. M. GARDNER AMENDED THE MOTION CONTINGENT UPON CORRECT APPLICATION FOR THE LICENSES. E. SADOWSKI AGREED TO THE AMENDMENT. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

b. PLAN COMMISSION

P. Schuman reviewed. The changes to the Told Development were discussed and whether or not it would require a public hearing. It was referred back to staff to give further clarification. Discussion on the tree ordinance took place and this too was referred back to staff.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

c. LAKE WELFARE COMMITTEE

Last Wednesday G. Bills and P. Schuman met with the Wisconsin Waterways Commission to discuss the feasibility studies. A presentation was given to them. Matching contributions/payments would be sought for the Bleeker Street Launch area and the channel up to the Kettle. He was asked by the chair of that commission if the City would consider making Bleeker Street open to all of the public as a whole and not just the City and Nashotah. That will be a point of discussion that needs to be talked about. The Wisconsin Waterways Commission tends to fund navigational channels. The fishing pier and dock at St. John's would be a reason to extend the navigational channel and this will be looked at. The ramifications of opening Bleeker Street up to the public will also be analyzed. The DNR permits must be in hand before applying for the grants. This will be discussed at a future Lake Welfare Committee meeting. Later this week R. Marshall will discuss what the Lake Welfare Committee is doing with the Village of Nashotah. The DNR permitting of dredging of sensitive areas is still being waited on. At the next Lake Welfare Committee meeting (September 10, 2003 at 6:00 p.m.) they will discuss where they want the dredging to take place.

d. PARK AND RECREATION COMMISSION (DRAFT MINUTES OF JULY 23, 2003 MEETING)

The meeting night has been changed to the fourth Monday of the month. They are in the process of working on the budget and reviewing the intern to do the five year plan. The next meeting will be held on September 22, 2003.

e. PUBLIC WORKS COMMITTEE

Meets tomorrow at 6:30 p.m.

f. DEL-HART COMMISSION

The election of officers took place: Chairman is R. Landwehr, Vice Chairman is Paul Craig. They voted on adjusting the payment procedure for the expansion program in order to avoid finance charges – it requires a resolution. The 2004 budget was adopted. Had discussions on the newly hired employee.

g. RECYCLING COMMITTEE

No report.

h. POLICE AND FIRE COMMISSION

No report.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

i. LIBRARY BOARD

Members got together at M. Gardner's district meeting. The next meeting will be on September 9, 2003 during the All City Library meeting/discussion at the Fish Hatchery. The Library Board will meet at 6:15 p.m. The Library Board will be at the first district meeting tomorrow night at the Lake Country School.

On September 6, 2003 from 10 – noon the Library will hold a class on Internet Hackers and Security in the Council Chambers. The program is free, but reservations are encouraged by calling the library at 646-6230.

No information on estimates based on different sized library buildings have been obtained yet. E. Sadowski stated that he would like to know what the proposed impact to the original plan would be.

j. FINANCE ADVISORY BOARD

The next meeting will be held on October 14 in conjunction with the next budget meeting.

k. GENESEE STREET PROJECT

M. Carlson stated that the initial grading on the west side of Genesee Street should be finished tomorrow. The under-drain underneath the curb should go in Thursday/Friday of this week. Work on planters continues. There is asphalt removal going on at the exit ramp of Highway 94 and Highway C. The subcontractor that is installing the light conduit and the wiring for the outdoor lighting will be laying conduit to all the new decorative street lamps. The City is getting a price for a small retaining wall on the east side of street near the entryway of the Town Bank in order to save a spruce tree. M. Carlson re-explained the process that was used to come up with the design for the streetscapes. This is a State of Wisconsin project. Two design problems that have needed to be fixed were reviewed. A change was requested by a business owner at Main and Oneida Street intersections and was denied. The planter box issues have two issues: workmanship and aesthetics/design. He advised council members not to change the design due to a disagreement about the way it looks. If a change is made it should be made because a design mistake has been made. The merchants group recommended at their last meeting to continue with this plan. The area in front of the Celtic Antique shop was discussed. Mayor Craig stated that they need to stop the contractor from putting more planter boxes in until the design flaw is corrected. Discussion took place regarding the cracking of the planter boxes and whether to stop the planter box installation.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

**L. KUKLINSKI MOTIONED THAT THE CONSTRUCTION OF THE WEST SIDE PLANTER BOXES BE HALTED UNTIL DETERMINATION OF WORKMANSHIP AND REASONING FOR THE PROBLEMS WITH THE INITIAL BOXES ON THE EAST SIDE OF THE STREET IS MADE. M. ROBERTS SECONDED THE MOTION. DISCUSSION TOOK PLACE ON THE VARIOUS PROBLEMS WITH THE PLANTER BOXES. CONCERN WAS EXPRESSED THAT HALTING THE CONSTRUCTION ON THE WEST SIDE PLANTER BOXES WOULD CAUSE MORE DELAYS ON THE PROJECT OVERALL. L. KUKLINSKI ASKED WHAT THE PROCESS WOULD BE FOR APPEALING TO THE STATE TO REPLACE THE SUB-CONTRACTOR FOR POOR WORKMANSHIP. M. CARLSON ADDRESSED THE SIZE OF THE PLANTER BOX IN FRONT OF CELTIC ANTIQUES. MAYOR CRAIG SUMMARIZED THE PROBLEMS (AESTHETIC/WORKMANSHIP). SIX WERE IN FAVOR OF THE MOTION. P. SCHUMAN OPPOSED. MOTION CARRIED.**

**M. ROBERTS MOTIONED TO REPLACE THE 42' PLANTER BOX WITH A 21' PLANTER BOX IN FRONT OF CELTIC ANTIQUES AND MAKE UP THE REST WITH BRICKS AT THE EXPENSE OF THE SUBCONTRACTOR. J. KRICKHAHN SECONDED THE MOTION. L. KUKLINSKI WOULD LIKE TO HAVE A MEETING WITH SCHREIBER/ANDERSON TO ANSWER SOME OF THESE QUESTIONS. IT WAS STATED THAT NO OTHER DESIGN ISSUES FROM THE AESTHETIC SIDE HAVE BEEN PRESENTED. MAYOR CRAIG STATED THAT THESE PLANS WERE REVIEWED BY MANY PEOPLE AND COMMITTEES, BUT THAT THIS WAS MISSED. E. SADOWSKI STATED THAT DESIGN SHOULD NOT BE CHANGED. ALL WERE IN FAVOR OF THE MOTION. MOTION CARRIED.**

The stop sign on Milwaukee and Genesee was discussed. The area will be re-evaluated after construction. E. Sadowski suggested starting the re-evaluation process now. Mayor Craig stated that he thought it would advantageous to wait until the construction was completed. E. Sadowski agreed.

The signage for the east side of Delafield has been explored for Golf & Milwaukee Street where the Chamber of Commerce posts their sign for Delafield and at the intersection of Main Street and Milwaukee Street (the triangular piece). Of the two, it is not possible to fit a sign on the triangular piece because there is not enough right-of-way (ROW) and it would be an obstruction in the vision triangle. There is ROW to put it at the intersection of Golf & Milwaukee Streets. This sign will be very similar in nature to the entryway sign off of the interstate. A drawing and configuration have been obtained.

They are still doing some measurements and calculations in regards to a vision triangle issue on Cushing Park Road at Main Street.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

5. OLD BUSINESS

None.

6. MAYOR'S REPORT

- a. APPOINTMENT – DIRI CURTIS COSTA – PARK & REC COMMISSION FOR REMAINDER OF FRAN BILLS' TERM

Mayor Craig welcomed D. Curtis-Costa back.

**E. SADOWSKI MOTIONED TO APPROVE THE APPOINTMENT OF D. CURTIS-COSTA. L. KUKLINSKI SECONDED THE MOTION. L. KUKLINSKI STATED THAT SHE WAS HAPPY TO HAVE D. CURTIS-COSTA BACK ON A COMMITTEE. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

M. Czubkowski stated that D. Curtis-Costa's term will expire 5/2005.

The Mayor reported that he has:

- Attended the Wisconsin Lakes workshop
- Met with Mr. Lartz from Nashotah
- Met with the Merchant Group
- Performed Crossing Guard duties
- Met with the Wisconsin Harley Parade
- Met with the Tourism Commission
- Had conversations with citizens, alderpersons, M. Carlson, M. Czubkowski, merchants, and the editor of the local newspaper

7. NEW BUSINESS

- a. RECOMMENDATION TO ADOPT ORDINANCE 517 – AMEND SECTIONS 17.42(4), 17.78(2), AND 17.87(6) OF THE MUNICIPAL CODE OF THE CITY OF DELAFIELD RELATING TO CONDITIONAL USE REVIEW, PLANS AND INFORMATION AND THE REQUIRED TIME.

M. Carlson reviewed the intent of the ordinance. It would give the Common Council and City Staff additional time to review materials.

**E. SADOWSKI MOVED TO APPROVE. D. SWAIN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

8. ADMINISTRATOR'S REPORT

- Worked on the Genesee Street Project
- Attended the League of Wisconsin Municipalities Meeting

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

- Met with department heads and developers
- Assembled results from goals and priorities workshop

M. Carlson gave an update on the compensation study – a preliminary draft is expected from the consultant next week

The American Legion is hosting a service on September 11, 2003 at 6 p.m. at the American Legion grounds. The service will be about one-half hour in length.

In regards to the Village Square Lawsuit – A judge has ordered mediation on September 25, 2003 at 4 p.m. at the City Hall between the two parties of the lawsuit. The mediation will be held in closed session. It was the consensus of the commissioners not to have citizen's comments prior to the mediation, but that citizens should call, write, or e-mail their alderpersons if they would like to express their opinions. A quorum of the council is needed. Mayor Craig would like to see all of the council members present.

9. CLERK'S REPORT

The State of Wisconsin Department of Administration has given preliminary estimates of the population of Delafield at 6715. This is an increase of 16 people and represents 3.755% growth in Delafield.

Videotapes of the Plan Commission training session were given to all of the alderpersons and the tapes are available for the general public if requested.

10 FINANCIAL REPORT

a. APPROVE VOUCHER LIST

**E. SADOWSKI MOTIONED TO APPROVE. D. SWAIN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

b. JULY 2003 TREASURER'S REPORT

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

11. CORRESPONDENCE

- a. Letter dated August 21, 2003 regarding the Lang Companies Fall 2003 events schedule

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

L. Kuklinski commented that the Lang Antique Sale was the same night as Trick or Treat. M. Czubkowski has communicated with the Lang Companies and they do not see any problems.

- b. Southeastern Wisconsin Regional Planning Commission letter dated August 8, 2003 regarding SEWRPC Community Assistance Planning Report No. 245
- c. Letter from the Greater Milwaukee Association of Realtors dated August 15, 2003 regarding tax levy for 2004.

12. ADJOURNMENT

**M. ROBERTS MOVED TO ADJOURN FROM THE MEETING. D. SWAIN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:55 PM.**

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC  
City Clerk/Treasurer

Accurate Business Communications LLC