

CITY OF DELAFIELD COMMON COUNCIL MINUTES

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

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

Absent

Phil Schuman, Ald.

SPECIAL ORDER OF BUSINESS: POLICE DEPARTMENT CITIZEN AWARD TO SARAH L. GAWLITTA

Chief Taubel, Officer Dan Bloedow, and Sarah Gawlitta were present. Two years ago a new set of policies and procedures were implemented which included an award policy that applied not only to police officers, but also to citizens that the Police Department felt deserved an award for something above and beyond what people normally do to assist them. S. Gawlitta was nominated for working extensively on solving a theft. Officer Bloedow gave a brief background of the crime. Chief Taubel presented Sarah Gawlitta with the Police Department Citizen Award.

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 5, 2004

D. SWAIN MOTIONED TO APPROVE THE MINUTES OF APRIL 5, 2004. E. SADOWSKI SECONDED THE MOTION. J. KRICKHAHN ASKED TO AMEND THE MINUTES ON PAGE 11 OF 15 TO REFLECT IN THE MOTION THAT NO DEVELOPMENT/ADVERTISING SIGNAGE WOULD BE FACING VETTELSON ROAD AND THAT NO SIGNAGE WOULD BE ON VETTELSON ROAD TO ADVERTISE VILLAGE SQUARE, NOT INCLUDING THE BUILDING SIGNS AT THIS POINT IN TIME. L. KUKLINSKI ASKED TO ADD A STATEMENT ON PAGE 3 OF 15, THE PARAGRAPH ON ATTY SHOBER'S COMMENTS, LINE

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10 TO BEGIN WITH "MR. SCHOBBER WENT ON TO SAY..." D. SWAIN AGREED TO THE AMENDMENTS. E. SADOWSKI ALSO AGREED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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

Jim Zahorik, 1948 West Shore Drive – He welcomed the Mayor Craig and alderpersons from Districts 2, 4, 6 back. He spoke regarding Item 4L. The crosswalk on Genesee Street by the school has a noticeable bump in excess of ½ inch. Concern regarding possible damage being caused to the bricks by snow plows was expressed. It needs to be addressed now and should be brought to the attention of the crew. M. Carlson stated that it has been brought to the attention of the contractor and is included on a punch list of items that need to be done.

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

E. SADOWSKI 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

- a. Request of Bill Maslowski, to approve Fireworks from St. John's Island on July 3, 2004
- b. Approval of Lease Agreement between the City of Delafield and David Morris for the Geason Park Land

M. GARDNER MOTIONED TO APPROVE. M. ROBERTS SECONDED THE MOTION. L. KUKLINSKI ASKED TO REMOVE ITEM A. ALL WERE IN FAVOR OF ITEM B. MOTION CARRIED.

L. Kuklinski stated that she has received some comments regarding the monies collected for this event. M. Czubkowski stated that the City does not have anything to do with this and it is a private organization. Any questions should be addressed to B. Maslowski.

L. KUKLINSKI MOTIONED TO APPROVE ITEM B. D. SWAIN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. COMMITTEE REPORTS

- a. LICENSES
Class B Beer, Class C Wine
Two Year Bartender License

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1. Jason A. Krzyzanowski, 485 W. Griffith, Hustisford, WI 53034, Delafield Brewhaus

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

b. PLAN COMMISSION

The next Plan Commission meeting will be April 28, 2004. There will be two public hearings: Westbrook Church and the Lang Project.

c. LAKE WELFARE COMMITTEE

The Citizen's meeting will be held May 12, 2004 at Cushing School.

d. PARK AND RECREATION COMMISSION

The Park & Recreation Commission will meet on April 26th. M. Gardner stated that they officially broke ground on Wisconsin VMR this past weekend. Twenty-six volunteers assisted in clearing the paths. She distributed before and after photos of the pathway from the Fish Hatchery to the marsh. The north side by the post office still needs to be cleared. Construction will begin on the rest of the boardwalk on May 8 and 9.

e. PUBLIC WORKS COMMITTEE (draft minutes of April 7, 2004 meeting included)

The final plan review for Carriage Hills was approved. Colby Construction, 709 Milwaukee Street received approval on their plan review. The site plan for Zin Restaurant, 629 Main Street, was approved.

f. DEL-HART COMMISSION

The Commission will meet tomorrow (April 20, 2004) at 7:30 p.m. at the Delafield City Hall.

g. RECYCLING COMMITTEE

No meeting is scheduled.

h. POLICE AND FIRE COMMISSION

1. POLICE DEPARTMENT ANNUAL REPORT

Chief Taubel was present. The annual report was distributed to the alderpersons prior to the meeting. In the introductory letter,

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he explained that his department is not a zero tolerance department but one of discretion. They are on the forefront for providing regional services. He reviewed the multi-jurisdictional activities they are involved in and discussed his department's willingness to help the community. M. Carlson stated that the police department has shown that the taxpayers are getting the maximum volume for their dollars. He congratulated Lt. Erik Kehl in preparing the annual report.

Mayor Craig requested that a copy of both the Police Department Annual Report and the Fire Department Annual Report be supplied to the library.

2. FIRE DEPARTMENT ANNUAL REPORT

Chief Swayze distributed a copy of the Fire Department's annual report to all of the alderpersons. He reviewed the highlights of the last year which included city officials, 2003 accomplishments, organizational chart, staffing, training, responses, inspection reports, equipment and apparatus, and other various reports including the operating budgets. M. Carlson noted that Chief Swayze spends a lot of time orientating new members.

M. Gardner suggested supplying the reports to the school libraries. It was stated that the reports will be put on the City website. Mayor Craig stated that he is very impressed with both departments. M. Carlson stated that Holly Arndt did a great job putting the Fire Department Annual Report together.

i. LIBRARY BOARD

Mayor Craig stated that the Common Council made a request to the Library Board to have an accounting of not only the monetary but also the actual product that the City received and some money that was given to the library in the past to build a new library. This has been moved to the project manager and architect to verify that the information is complete and accurate. The report will be submitted to the City at the end of this week/beginning of next week.

J. Krickhahn reported that the library is currently celebrating their 100th year anniversary. He reviewed the various celebratory activities. Amnesty will be in effect from April 18 – April 24. The next library board meeting will be held on May 11, 2004.

j. FINANCE ADVISORY BOARD

The next meeting will be held on May 11, 2004.

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k. JOINT FIRE/EMS COMMITTEE

The next meeting will take place on April 22, 2004 at 5 p.m. at the YMCA at Pabst Farms.

l. GENESEE STREET RECONSTRUCTION UPDATE

Work on the crosswalks is continuing. It is on schedule but due to the wet weather that is being predicted, it can be expected to lose a few days. The work should be done by May 22, 2004. The lower wattage lighting is still being worked on.

5. OLD BUSINESS

J. Krickhahn stated that at the last meeting M. Gardner had asked that the master plan be placed on the agenda, but was not. This will be put on the next Common Council agenda.

M. Gardner discussed the correspondence from the Gun Club. She asked for follow-up. M. Carlson stated that the police department report will be provided.

6. MAYOR'S REPORT

Mayor Craig made the following proclamations:

a. PROCLAMATION, 100TH ANNIVERSARY OF THE DELAFIELD PUBLIC LIBRARY

The library has been in operation for 100 years. Mayor Craig stated that they are looking for further and better facilities to house the library.

b. PROCLAMATION, 35TH ANNUAL MUNICIPAL CLERKS WEEK, MAY 2 THROUGH MAY 8, 2004

Mayor Craig reviewed the background and responsibilities of the municipal clerks. He extended his appreciation for all of the work the municipal clerks do.

c. PROCLAMATION ARBOR DAY 2004

M. Czubkowski presented the seventh award from the National Arbor Day Foundation to Mayor Craig. Mayor Craig reviewed the qualifications.

d. OTHER

On April 22, 2004, the Post Office will celebrate their 161st year.

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This week is tornado week. Thursday will be a state-wide drill.

7. NEW BUSINESS

a. AWARD THE 2004 PAVING CONTRACT – STARK ASPHALT

D. Swain reported that the PWC recommended awarding the contract in the amount of \$297,144.55 to Stark Asphalt.

D. SWAIN MOTIONED TO AWARD THE CONTRACT TO STARK ASPHALT. L. KUKLINSKI SECONDED THE MOTION. T. HAFNER STATED THAT THE AWARD OF THE CONTRACT SHOULD BE CONTINGENT UPON PROCESSING CHANGE ORDER #1 WHICH ELIMINATES CAMPBELL TRACE AND CARDINAL LANE FROM THE CONTRACT FOR THE PAVING. L. KUKLINSKI THANKED THE PWC AND T. HAFNER FOR THE LEVEL OF DETAIL PROVIDED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED WITH T. HAFNER'S SUGGESTION.

b. ADOPTION OF ORDINANCE 528, REVISIONS TO THE PARKING ORDINANCE, SECTION 7.04 OF THE MUNICIPAL CODE RELATING TO PARKING ON MAIN STREET WEST OF GENESEE STREET AND NO PARKING (TOW AWAY ZONE) ON PORTIONS OF 2ND AND 3RD STREETS

M. GARDNER MOTIONED TO APPROVE. L. KUKLINSKI SECONDED THE MOTION. T. Hafner discussed the area. The Police Department memo was included in the alderperson's packets recommending a secondary posting of a tow-away zone. E. Sadowski provided history of the parking situation and complaints from the area. In addition, he stated that 200' west of the Fishbones Restaurant is also a troublesome area and an area east on Milwaukee Street. He would like to see the tow away zone increased to 200' to the east on Milwaukee Street and 100' to the west. He stated that this would alleviate cars parking along Lake Nagawicka. T. Hafner asked if \$10 was an appropriate fine in the City and if it was something that should be addressed at a later date. M. Carlson stated that there is a process in place for reviewing these kinds of issues. He suggested that if the area were to be extended, it go back to the PWC. E. Sadowski asked for an amendment to the motion. M. Gardner stated that she did not want to take action on the amendment, but would like to adopt the motion tonight and send the amendment back to PWC. D. Swain stated that the 2nd and 3rd Street tow-away zone is largely due to emergency vehicle access. He agreed that he would like to refer it to the PWC for consideration. Discussion took place. It was the consensus of the commissioners that the Milwaukee Street issue will go to the PWC on May 5, 2004. T. Hafner stated that the second part of this ordinance dealt with no parking on both sides of Main Street west of Genesee Street to the intersection of Main Street and the We Energies

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right-of-way this area. **THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

8. ADMINISTRATOR'S REPORT

A handout of a resolution presented to City of Waukesha regarding Taxpayer Bill of Rights was given to the alderpersons. He asked that they review this and notify him if he should prepare a similar resolution.

9. CLERK'S REPORT

a. REPORT ON THE CITY OF DELAFIELD BOARD OF CANVASS REGARDING APRIL 6, 2004 SPRING ELECTION

Results were in the commissioner's packets.

b. OTHER

The newsletter has been distributed.

The organizational meeting needs to be set up before April 28, 2004. It was decided that the meeting would take place at 6:15 p.m. on April 26, 2004 at the City of Delafield Council Chambers.

10. FINANCIAL REPORT

a. APPROVE VOUCHER

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

11. CORRESPONDENCE

a. Charles Winter, N8 W30658 Broken Bow Trail, Letter dated April 8, 2004 regarding Hartland Sportsman's Club

12. ADJOURNMENT

M. ROBERTS MOTIONED TO ADJOURN FROM THE MEETING. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:23 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications LLC