

CITY OF DELAFIELD COMMON COUNCIL MINUTES

ROGER DICKSON, AND SARAH JEROME, SCHOOL DISTRICT OF KETTLE MORAINE, TO PRESENT RESULTS OF THE K-8 FACILITY STUDY COMMITTEE.

Roger Dickson and Sarah Jerome were present at the meeting. Information entitled "Survey for Long-Range Planning, What type of school should be built in the future?" was distributed to the commissioners and sent to every household. Sarah Jerome introduced herself and talked about the K-8 facilities committee. After three years of study, the brochure was developed for public response. The public response was 2-1 to build one 5-8 middle school in the east and one in the west when a steady rate incline of enrollment occurs and when all of the buildings are at least at 80% capacity. The school board accepted the report. A copy of the report will be made available at the City of Delafield Public Library.

E. Sadowski commended the Kettle Moraine School District on all of the Blue Ribbon schools. He commented on the school tax increase and asked that taxes be taken into consideration. S. Jerome stated that the school budget went up 4% but that this budget gets translated to each community in a different manner (the tax levy increased 11.3%, property values went up 11.1%). R. Dickson addressed how the school budget relates to communities. He stated that state aid decreased by 6.5% this year resulting in a larger property tax increase. The equalized value affects how much each community pays for the school property tax. All of this information is available on the Kettle Moraine website: www.kmsd.edu

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 7:01 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.
Marilyn Gardner, Ald.
Linda Kuklinski, Ald.
Don Swain, Ald.
Matt Carlson, Administrator
Marilyn Czubkowski, Clerk

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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 5, 2004

P. Schuman made a correction to Item 4C, Lake Welfare Committee Report, and stated that it should reflect that the Corp of Engineers would participate in a cost sharing program at 65%. In addition, the mayor will write a letter of application.

E. SADOWSKI MOTIONED TO APPROVE THE MINUTES OF THE JANUARY 5, 2004 MEETING WITH THE NOTED CORRECTIONS. 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.

Ed Marek, 1435 E. Devonshire (Member of the Public Works Committee) – Spoke regarding the stop signs on Genesee at Wells and Milwaukee Streets. He had safety concerns about the number of stop signs, i.e., people making rolling stops, impatient drivers, etc. A false sense of security is being given to people by having three stop signs. He suggested removing the Wells Street sign and increasing police presence in the area. He stated that the stop signs on Milwaukee and Wells Streets were only supposed to be temporary signs for use during construction. Too many signs will encourage people to take an alternate route other than through the City of Delafield.

Mayor Craig asked three times if there were any further citizen 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

None.

4. COMMITTEE REPORTS

a. LICENSES

One-year bartender license

Michael Dodd, 1029 N. Breens Bay, Oconomowoc, WI; American Legion Post 196

M. ROBERTS MOTIONED TO APPROVE THE ONE YEAR BARTENDER LICENSE FOR MICHAEL DODD. D. SWAIN SECONDED THE MOTION.

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THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

b. PLAN COMMISSION

The Plan Commission will meet on January 28, 2004.

c. LAKE WELFARE COMMITTEE

The approval of a letter to the Corp of Engineers to make application for Section 206 of the Water Resource Development Act will be discussed later on this agenda. P. Schuman had conversations with the Corp of Engineers. Doreen Baumann seemed impressed with the work already done with the lake. The first step is to apply for the feasibility study. The Corp of Engineers would then come out in the spring to look the lake over and if they agree to do this, they would develop a written program. The City of Delafield would be responsible for 35% of the cost. He stated that the Corp of Engineers would like to deal with one government entity and not individual riparians. P. Schuman has looked at the Corp's feasibility study and felt it would help in dealing with the DNR on some outstanding issues. Last Saturday he talked to Congressman Jim Sensenbrenner and Congressman Sensenbrenner agreed that the lake needed dredging and he would write a letter of support to the Corp. Ruth Marshall (the Village of Nashotah Representative on the Lake Welfare Committee) will talk to the Village of Nashotah regarding this project and a letter of request will be sought from the Village.

P. SCHUMAN MOTIONED TO HAVE THE MAYOR SIGN THE DRAFT LETTER AND SEND IT TO THE CORP OF ENGINEERS TO HAVE THEM DETERMINE THE FEASIBILITY OF THE AQUATIC ECOSYSTEM RESTORATION PROJECT ON LAKE NAGAWICKA. L. KUKLINSKI SECONDED THE MOTION. Mayor Craig asked if the Corp of Engineers would be repeating all of the studies that have already been done. P. Schuman stated that in the letter he listed the studies that have been done already and hopefully the information regarding the work that has been performed by SEWRPC will be acceptable. It was also clarified that this is only an application, not a commitment. The reason this is being done is to maintain and restore the lake. The DNR will need to grant a permit for this project. The objections are the improvement and ecology of the lake; a common goal between the Corp of Engineers and the City of Delafield. **ALL WERE IN FAVOR. MOTION CARRIED.**

The Lake Welfare Committee also discussed Mission Woods. They did not object to lots on the lake, but suggested that best management practices be incorporated into the developer's agreement. Coordination would need to take place with the Town of Summit in regards to search and rescue. It was suggested to have the DNR negotiate with Nashotah

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House for a public launch. M. Roberts stated that a site is available to the City of Delafield at Nashotah House for rescue purposes.

Through the DNR, P. Schuman has been involved with the Town and Country Resource Conservation Development Corporation (a not for profit). The first meeting was held on January 8, 2004 and he was elected to the Vision Group. They are looking for information and projects in regards to farming and sustainable economical development. If anyone is interested in this group, they should contact P. Schuman.

d. PARK AND RECREATION COMMISSION

The Park and Recreation Commission will meet on January 26, 2004.

e. PUBLIC WORKS COMMITTEE (PWC) (DRAFT MINUTES OF JANUARY 7, 2004 INCLUDED)

The property located at 11 Crossroads Ct. was reviewed at the meeting.

1. PUBLIC WORKS COMMITTEE OPINION ABOUT STOP SIGNS AT WELLS AND MILWAUKEE STREETS.

The PWC requested a letter from the police chief and fire chief stating their opinions about the stop signs. Police Chief Taubel wrote a letter in favor of the signs. Fire Chief A. Swayze did not have an opinion. The PWC recommended going back to one stop sign or at least consider removing the sign on Wells Street. D. Swain addressed the traffic count and stated that it was just below the threshold of needing signals.

Discussion took place at the Common Council meeting and it was thought that it would be best to leave the signs up and review the decision when construction is complete. M. Roberts stated that if people are rolling through the stop signs, police presence is required. Mayor Craig stated that these signs are temporary and once the crosswalks are in, it could be reconsidered. The commissioners were comfortable to leave the signs in now.

f. DEL-HART COMMISSION

They are in the process of interviewing attorney candidates. Construction continues. The next meeting will be held at the City Hall Council Chambers on January 20, 2004 at 7 p.m.

g. RECYCLING COMMITTEE – MEETING SCHEDULED FOR FEBRUARY 9, 2004

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The next meeting is scheduled for February 9, 2004 at 7 p.m. The reconsideration of pick-ups and review of the bidding process will be discussed.

h. POLICE AND FIRE COMMISSION

The first meeting of the Joint Fire/EMS Committee will take place on January 22, 2004 at 4:30 p.m. in the Senior Center at the YMCA Pabst Farms in Oconomowoc. This will be the first initial step towards merger talks. Objectives will be stated and clarified, committees will be formed, and general merger talks will take place. The main reason for the talks is to bring fruition to increased service efficiency and to cut costs to the taxpayers.

i. LIBRARY BOARD

The Library Board met on January 13, 2004. Discussion took place on the role that the Design Advisory Committee would play in the design of the new library. Reporting to the library board, this committee would be the sole deciding factor based on community opinion of the new design of the library. The library board will not take up time in the design of the library. The meetings for the Design Advisory Committee will be noticed. Their first meeting this year will be January 27, 2004 at 7 pm. The next library board meeting will be Tuesday, February 10, 2004 at 7 pm in the Council Chambers. The Capital Campaign Committee will meet after the January 27, 2004 meeting of the Design Advisory Committee. A list of the advisory board members and how to become a member will be provided to the council at a later date.

j. FINANCE ADVISORY BOARD

The next Finance Advisory Board meeting will be held on January 27, 2004 at the Delafield City Hall at 7 pm.

k. JOINT FIRE/EMS COMMITTEE

See Police & Fire Commission report above.

5. OLD BUSINESS

None.

6. MAYOR'S REPORT

Mayor Craig reported that he participated in:

- Tourism
- Office hours

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- Met with Matt Carlson
- Discussed the outside lights
- Del-Hart

7. NEW BUSINESS

- a. DISCUSSION ABOUT REQUEST FOR DIRECTION REGARDING SNOW REMOVAL POLICY

Various informational material was distributed both prior to and at the meeting. Discussion took place as to who is responsible for the removal of the snow on sidewalks that lead directly to Cushing School. There is no separate policy at this time.

The Council suggested forwarding this to the appropriate committees for their input and recommendations. This item (snow removal policy) will be sent to the PWC for consideration.

- b. DISCUSSION REGARDING POLICIES FOR NAMING STREETS, PARKS, AND OTHER PUBLIC AREAS IN THE CITY OF DELAFIELD

Per the Council's suggestion above, this item will be forwarded to the Park & Recreation and Public Works Committees for their consideration.

8. ADMINISTRATOR'S REPORT

M. Carlson reported:

- The meeting agenda for January 22, 2004 for the Consolidated Fire & Emergency Medical Services was put together
- Worked on the Performance Management Process
- Health insurance issues
- Attended Milwaukee Area Municipal Employer's Association meeting
- Worked on the two Stormwater projects (Told Development/Dix property - closing scheduled for 2/16; and the NE Stormwater Study)
- Cell phone carrier review
- Village Square project

9. CLERK'S REPORT

- a. Notice of Public Hearing on Wednesday, January 28, 2004 at 7:00 p.m. to consider a conditional use permit for Pooch Playhouse, Inc., to allow for the operation of a 5,100+/-square foot dog care center in an existing mixed use commercial development at 24 Enterprise Road, Units A&B, Delafield, WI. **Tax Key 794.013.**
- b. Notice of Public Hearing on Wednesday, January 28, 2004 at 7:00 p.m. to consider an amendment to an existing Conditional Use- General

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Development Plan for Lot 2, Cushing Park Business Center and existing conditional use zoning B-2 and B-3. Requesting that Lot 2 zoning change to B-4 to allow for distribution of deli meats, cheeses, condiments and supply company, a Conditional Use Permit for Novotny Deli Provisions, **Tax Key 794.014**, 78 Enterprise Road, Unit B, Delafield, WI.

- c. Notice of Public Hearing on Wednesday, January 28, 2004 at 7:00 p.m. to amend the Master Plan and to consider a conditional use permit for planned developments to allow an eight (8) lot single family subdivision to be known as "Mission Woods", **Tax Key 621.999 and 746.999**, 2777 Mission Road, Delafield, WI
- d. Open Meetings Seminar dated Thursday, January 29, 2004 at 6:30 p.m. at the Waukesha County Board Room.
- e. February 19, 2004 Presidential Preference Election.
- f. April 6, 2004 Spring Election Certification.

10. FINANCIAL REPORT

- a. APPROVE VOUCHER LIST

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

- b. TREASURER'S REPORT - DECEMBER 2003

P. Schuman asked about the refunds on real estate tax. M. Czubkowski stated that the county collects the City's taxes. Because people are concerned about paying by December 31, they sometimes send their checks in (in addition to their lending institutions) prior to December 31, thus incurring double receipt. It was clarified that library invoices are approved by the library board.

M. GARDNER MOTIONED TO APPROVE THE TREASURER'S REPORT. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

11. CORRESPONDENCE

- a. Letter from the WI Department of Transportation dated December 26, 2003 regarding the final calculations for calendar year 2004 General Transportation Aids.
- b. Letter from Time Warner Cable dated December 29, 2003 regarding changes to Basic/Standard Package.

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- c. Letter from State of WI/Department of Natural Resources dated December 30, 2003 regarding application by the City of Delafield for Tree City USA recognition.
12. ADJOURN INTO CLOSED SESSION PER §19.85(G) CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED (VILLAGE SQUARE) AND PER §19.85(C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY (CITY ADMINISTRATOR)

E. SADOWSKI MOTIONED TO ADJOURN INTO CLOSED SESSION PER §19.85(G) CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED (VILLAGE SQUARE) AND PER §19.85(C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY (CITY ADMINISTRATOR). 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. ALL WERE IN FAVOR. MOTION CARRIED. CLOSED SESSION WAS ENTERED INTO AT 7:59 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 RECONVENED AT 9:36 P.M.

14. ACTION OF ITEMS DISCUSSED IN CLOSED SESSION

Mayor Craig stated that in regard to Village Square that negotiations are an ongoing process. If final documents are received within 48 hours, it will be scheduled for consideration at the next regularly scheduled Common Council meeting. Documents will be made available to anyone upon receipt by the City.

L. KUKLINSKI MOTIONED THAT THE CITY INCREASE THE COMPENSATION OF THE CITY ADMINISTRATOR, MATT CARLSON, BY 4.01%. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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15. ADJOURNMENT

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 9:38 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications LLC