

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
Jeff Krickhahn, Ald.
Phil Schuman, Ald.
Erv Sadowski, Ald.
Mike Roberts, Ald.
Linda Kuklinski, Ald.
Don Swain, Ald.
Matt Carlson, Administrator
Ellen O'Brien, Deputy Clerk

Absent

Marily Gardner, 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 APRIL 19 AND APRIL 26, 2004

E. SADOWSKI MOTIONED TO APPROVE THE MINUTES FROM THE APRIL 19, 2004 MEETING. L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

E. SADOWSKI MOTIONED TO APPROVE THE MINUTES FROM THE APRIL 26, 2004 MEETING. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. FIVE WERE IN FAVOR. L. KUKLINSKI ABSTAINED. MOTION CARRIED.

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

Mayor Craig asked three times if there were any citizen 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.

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3. CONSENT AGENDA

P. SCHUMAN MOTIONED TO APPROVE THE CONSENT AGENDA. E. SADOWSKI SECONDED THE MOTION. L. KUKLINSKI ASKED TO REMOVE ITEM B. ALL WERE IN FAVOR OF APPROVING ITEM A. MOTION TO APPROVE ITEM A CARRIED.

- a. APPROVE WAUKESHA COUNTY COMMUNICATIONS JOINT POWERS AGREEMENT
- b. RESOLUTION 2004-05 – RESOLUTION FOR STREETS IN WATERLEAF SUBDIVISION

L. Kuklinski asked if the citizen concerns about the roadway being constructed in accordance with the plans had been addressed. T. Hafner stated that the streets are being constructed in accordance to the approved plans.

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

4. COMMITTEE REPORTS

a. LICENSES

Two Year Bartender License

- 1. Jessica Stowe, 115 Hilly Oak Drive, Delafield, WI; Marty's Pizza
- 2. Jacqueline Brzycki, W349 S7976 Natures Court, Eagle; Marty's Pizza

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

Class A Beer and Class A Liquor (expires June 30, 2004)

- 1. Sandy Bottom Nature Center, LLC, 4607 Vettelson Road, Hartland, Herb E. Rasmussen, 3098 Stonebridge Isle, Delafield, Agent
- 2. Lake Country Cheese, Inc., 810 Genesee Street, Delafield; Jeffrey L. Jay

It was clarified that these are original Class A licenses and that they expire June 30, 2004. They do have the option to renew. However, to renew they would need to come back to this board.

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

b. PLAN COMMISSION

The Plan Commission met on April 28, 2004. There were two public hearings – Westbrook church and Lang Investments, several signages, plans of operations, and a preliminary review with comments on the Park & Recreation Five Year Plan. A stormwater agreement was obtained with signage from WalMart.

c. LAKE WELFARE COMMITTEE

The Lake Welfare Committee met last month and discussed the annual lake meeting that will take place at 6 p.m. on May 12 at Cushing School. All citizens are invited to attend.

Sub-committees were developed to work on various upcoming projects.

d. PARK AND RECREATION COMMISSION

A work day will be held this Saturday beginning at 8 a.m. behind the Department of Public Works building in parking lot. Bring hats, gloves, and work boots. L. Kuklinski stated that a crew will be there at 6 a.m.

e. PUBLIC WORKS COMMITTEE

The Public Works Committee will meet this Wednesday at 6:30 p.m.

f. DEL-HART COMMISSION

The audit report was in the commissioner's packet. Construction is moving along. The new plant operation is going on board. Things are looking good. The union negotiations were opened up for the Del-Hart workers.

g. RECYCLING COMMITTEE

The next meeting will be held on May 10, 2004 at 7 p.m. in Fire Department Meeting Room. On Saturday, June 19, 2004, a hazardous waste collection will take place at the Department of Public Works Building. The hazardous waste collection notice will be posted on the website and on the cable channel.

h. POLICE AND FIRE COMMISSION

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No meeting is scheduled.

i. LIBRARY BOARD

J. Krickhahn stated that the next library board meeting will be held on May 11, 2004 at 7 p.m.

1. REPORT ON NEW LIBRARY OUTLAY EXPENSES TO DATE

Jocelyn Bubolz was present and distributed additional handouts to the commissioners.

Mayor Craig stated that the response of this report was not only from the newspapers but that this body asked him to forward a request to the library board as to an accounting of what money has been spent and the product received from that money.

J. Bubolz reviewed the reports. She pointed out that the costs included the original site (the soccer field site), the second site (a portion of the Fish Hatchery campus), a partial Phase I look at the Lang Building (711 Wells Street), consulting costs to hire the project manager and consulting costs for the building program statement, project management costs from Riley Construction, engineering costs – Giles (soil borings) & Welch Hanson, legal costs (Herro Chapman & Herro – research special assessment for library construction), KTE (soil boring on the second site). She pointed out and reviewed the architects costs (divided up throughout the contract). The schematic design costs, revenues, and expenses were discussed. L. Kuklinski clarified that the revenues are not the financing/bonding issues that were considered. J. Bubolz stated that fund raising was in the “quiet phase” and that at this point in time, she could not comment on it. E. Sadowski questioned why the public was being kept in the dark. Mayor Craig clarified that the drawings were available, but they were being saved for an “unveiling”.

j. FINANCE ADVISORY BOARD – MEETING MAY 11, 2004

The Finance Advisory Board will meet on May 11, 2004 at Hawk’s Inn at 7 p.m.

k. JOINT FIRE/EMS COMMITTEE

A meeting was held April 22. The group is starting to get into more details. Communications was a big topic – both fire departments are on different systems. Paramedics were discussed. Costs are involved to

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merge. M. Carlson stated that each organization knew that some discussions would take place that would be uncomfortable and would need to be worked through. To get to the feasibility analysis these topics need to be discussed. E. Sadowski stated that the goal was to improve services, cut costs, and become a better merged fire department. Mayor Craig stated that there may be start-up fees, but costs will be reduced in the long run. The long term savings is what is being targeted. The next meeting is scheduled for May 27 at the YMCA at Pabst Farms, but this date may change.

1. GENESEE STREET RECONSTRUCTION UPDATE

M. Carlson stated that the project is moving along. The contractor has experienced some delays in materials that are necessary to complete the job. Traffic was switched over on the bridge over I94 on Monday of last week. They should be about ready to pour the other side of concrete on either May 10 or May 11. The completion date for the entire project is May 22, 2004. There are four crosswalks left to be completed. Traffic will be rerouted through the parking lot across from the City Hall over to Butler Drive when the crosswalks are worked on. M. Scaff is working with T. Hafner on lights and they are working on isolating two areas for a test area. Bulbs will be changed out on the stretch between Mill Street and Milwaukee Street and between Wells Street and the City Hall. There will be two test areas. T. Hafner stated that this will be done by the end of this week. The only thing that would hold this up is the availability of the replacement bulbs. The Public Works Department is ready to replace the bulbs as soon as the stock is received. There will be two different types of bulbs being tested. T. Hafner continues to work with the project engineer to work on the bollards. An e-mail was sent to the project engineer today documenting all of the City's efforts. They are aware of the safety hazards created by the bollards. They have been unresponsive in getting this resolved. Mayor Craig stated that he has called Dan Varakas regarding the crosswalks and will contact him regarding the bollards also.

5. OLD BUSINESS

None.

6. MAYOR'S REPORT

- Council reorganization meeting
- Attended Fire Merger
- Attended Waukesha County Cooperative Council
 - Sister Cities of Germany
 - New address system for county

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- New Communication Center – May 8, 2004 9 a.m. dedication, 10 am – noon open house.
 - Lakes will start up ahead of time. Currently testing software with the locations. Starting to train dispatchers on the CAD software. Delafield should be up and running by July 13, 2004. Waukesha County will be first county to have 911 cell phone identification location – they will be able to identify the location of cell phone within 150' and this will be improved within one year to 3'.
 - Met with Mayor Sullivan of Oconomowoc
 - Attended the Plan Commission meeting
 - Took part in the Board of Review training – it was stated that good documentation is very necessary. It is easier to correct errors at the Open Book meetings.
 - Talked on FM 106 radio
 - Had a conversation with Dan Varakas conversation
 - A meeting will be held on May 27, 2004 with the Waukesha County Economic Development Business at the Lang Campus featuring Jim Butman from 4-7 p.m.
 - There was an article about Downtown Delafield in the home section of the Milwaukee Sentinel.
 - Appointed Officials
- a. BUILDING INSPECTOR – TOM MANEY, MANEY MILLER INSPECTORS

E. SADOWSKI MOTIONED TO ACCEPT THE APPOINTMENT OF TOM MANEY, MANEY MILLER INSPECTORS. L. KUKLINSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

7. NEW BUSINESS

- a. APPROVE CONDITIONAL USE PERMIT FOR WESTBROOK CHURCH, **TAX KEY 784.971-973, 1100 HIGHWAY 83, HARTLAND, WI.**

P. Carter and K. Stocks representing Westbrook Church were present.

M. Carlson's stated that the Plan Commission approved this contingent upon the approval of the City's standard stormwater maintenance agreement and approval of the conditional use permit subject to the city attorney's final review and approval.

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

- b. APPROVE CONDITIONAL USE PERMIT FOR LANG INVESTMENTS FOR HOTEL AND RETAIL MALL. **TAX KEY 793.014 AND 793.016.001, 601**

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AND 623 GENESEE STREET, DELAFIELD, WI (CONTINUED PENDING DEVELOPERS AGREEMENT)

This was approved at the Plan Commission, but more work needs to be done per the Developer's Agreement. No action was taken at this meeting.

c. DISCUSSION REGARDING THE CITY'S MASTER PLAN

The Smart Growth Initiative target date is 2010. Mayor Craig stated that Delafield is working with the County on this. M. Carlson stated that the County is coordinating data gathering. No further discussion took place.

8. ADMINISTRATOR'S REPORT

a. HIGHWAY 83 CORRIDOR STUDY UPDATE

A Project Update was included in the commissioner's packets describing the Wisconsin 83 Corridor Study. The DOT is not set on a timeline. Discussions continue regarding reconstruction costs.

b. HEALTH INSURANCE UPDATE

A memo was distributed to the commissioners. The City of Delafield joined the Wisconsin Municipality Health Insurance Trust to explore the creation of a self-insurance plan. The conclusion was that it was feasible to look at the next step of obtaining bids. The results and different options should be available by mid-July 2004. The creation of a health savings account is also being examined. M. Carlson will get the number of employees that the group of WMHIT has.

9. CLERK'S REPORT

No report was given.

10. FINANCIAL REPORT

a. APPROVE VOUCHER LIST

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

b. TREASURER'S REPORT - MARCH 2004

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L. KUKLINSKI MOTIONED TO APPROVE THE TREASURER'S REPORT. M. ROBERTS SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

11. CORRESPONDENCE

- a. Letter received April 14, 2004, from Sue Seucez regarding Genesee Street Lighting.
- b. Letter dated April 21, 2004 from Delafield-Hartland Water Control Commission regarding Del-Hart's 2003 Audit Report.
- c. Letter dated April 16, 2004 from the Wisconsin Department of Administration regarding no objection to the final plat for Carriage Hills Subdivision of Delafield.

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 (SHARED SERVICES) AND 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).

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 (SHARED SERVICES) AND 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). D. SWAIN SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN: J. KRICKHAHN, AYE; P. SCHUMAN, AYE; E. SADOWSKI, AYE; M. ROBERTS, AYE; L. KUKLINSKI, AYE; D. SWAIN, AYE. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED INTO CLOSED SESSION AT 8:00 P.M.

13. RECONVENE INTO OPEN SESSION

M. ROBERTS MOTIONED TO RECONVENE INTO OPEN SESSION. D. SWAIN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. OPEN SESSION WAS RECONVENED AT 9:16 P.M.

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14. ACTION OF ITEMS DISCUSSED IN CLOSED SESSION

No action was taken.

15. ADJOURNMENT

E. SADOWSKI MOTIONED TO ADJOURN FROM THE MEETING. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 9:17 P.M.

Respectfully submitted:

Minutes Prepared By:

Ellen O'Brien
Deputy Clerk

Accurate Business Communications LLC