

CITY OF DELAFIELD COMMON COUNCIL MINUTES

PRESENTATION TO THE CITY OF DELAFIELD FROM THE WISCONSIN VETERANS MEMORIAL RIVERWALK COMMITTEE (WVMR)

M. Gardner and C. Rahmlow were in attendance at the meeting and presented the City with a plaque in appreciation of its support to the Wisconsin Veterans Memorial Riverwalk. Mayor Schuman presented a "Mayor's Proclamation" to the Wisconsin Veterans Memorial Riverwalk.

STATUS OF SMART GROWTH PROGRAM PRESENTED BY DALE SHAVER, WAUKESHA COUNTY PARKS & LAND USE

Dale Shaver, Director of Parks & Land Use with Waukesha County was present at the meeting. He gave an overview of the program. There is an existing County development plan that was completed in 1996. The Smart Growth Law was passed by the Wisconsin Legislature around 1996 and stated that for a community to stay in the land use regulatory business, a comprehensive development plan needed to be in place by 2010. The County has embarked on numerous memorandums of understanding with municipalities in the county. To date, 27 of the 37 municipalities have signed on to a cooperative planning effort. The County's Parks and Land Use's web page was shown. He reviewed what information was available on the site. The Development Plan update can be found on this website and updates on the plan can be seen here. The City of Delafield has representatives serving on the Advisory Committee. They are responsible for overseeing the process and finalizing several of the chapters. Subcommittees handle the majority of the work. Information on public involvement can be found under "Getting Involved." It is anticipated that the final product will be completed and ready for adoption by late year of 2007. M. Carlson stated that at the Plan Commission level the City has been going through a process to make the Master Plan and the zoning map complimentary to each other. General discussion took place on the Smart Growth process.

CALL MEETING TO ORDER

Mayor Schuman called the meeting to order at 7:34 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Mayor Phil Schuman  
Beth Leonard, Ald.  
Erv Sadowski, Ald.  
Michele DeYoe, Ald.  
Gerald MacDougall, Ald.  
Lynn Morrison, Ald.  
Ron Miskelley, Ald.  
Matt Carlson, Administrator  
Marilyn Czubkowski, Clerk

Jeff Krickhahn, Ald.

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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 SEPTEMBER 18, 2006 COMMON COUNCIL MEETING.

**L. MORRISON MOTIONED TO APPROVE THE MINUTES FROM THE SEPTEMBER 18, 2006 MEETING. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

2. CITIZEN'S COMMENTS FOR ITEMS BOTH ON AND NOT ON THE AGENDA

There were no citizens present.

**E. SADOWSKI MOTIONED TO CLOSE CITIZENS COMMENTS. M. DE YOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

3. CONSENT AGENDA

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

- a. ORDINANCE 564 – ORDINANCE TO AMEND SECTION 19.06 OF THE CITY OF DELAFIELD MUNICIPAL CODE RELATING TO DOGS PROHIBITED IN CITY PARKS.

Approved. See above.

- b. RESOLUTION 2006-16 – A RESOLUTION OF THE CITY OF DELAFIELD TO COMBINE WARDS FOR THE NOVEMBER 7, 2006 ELECTION.

Approved. See above.

- c. RESOLUTION 2006-17 - APPROVAL OF THE FIRST LIFT OF ASPHALT FOR **FAIRE LAKE COMMONS SUBDIVISION, TAX KEY 754.999**

Approved. See above.

4. COMMITTEE REPORTS

- a. LICENSES - APPROVAL OF THE FOLLOWING LICENSES

**Two-Year bartender licenses**

Kelly Forbes, Brookfield; Gaglianos  
Randall McLaughlin, Milwaukee; Delafield Hotel/Andrew's Restaurant  
Amy Duff, Delafield; American Legion  
Megan Rohde, Delafield; Twist 'n Olive  
Adam J. Mauer, Delafield, Daybreak

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**R. MISKELLEY MOTIONED TO APPROVE. L. MORRISON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

b. PLAN COMMISSION (NEXT MEETING OCTOBER 25, 2006)

1. RECOMMENDATION TO APPROVE A MINOR COLOR CHANGE TO THE BUILDING FOR THE LOAF & JUG RESTAURANT, **TAX KEY 793.014.0002, 603 GENESEE STREET, DELAFIELD.**

The building is black. The Plan Commission determined that changing the paint from white to black was a minor and that if it had originally come before the Plan Commission with a black scheme it would have been approved. It was requested that this be accepted as a minor change.

**E. SADOWSKI MOTIONED TO APPROVE. B. LEONARD SECONDED THE MOTION. E. SADOWSKI STATED THAT HE HEARD THE DISCUSSION AT THE PLAN COMMISSION MEETING AND THOUGHT THAT IT WAS A MINOR CHANGE. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

2. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

No further information was reported on.

c. LAKE WELFARE COMMITTEE (NEXT MEETING OCTOBER 11, 2006)

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The next meeting will be held on October 11, 2006.

d. PARK AND RECREATION COMMISSION (MINUTES OF SEPTEMBER 25, 2006) (NEXT MEETING OCTOBER 23, 2006)

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The next meeting will be held October 23, 2006. The Ordinance to amend Section 19.06 was passed unanimously by the Park & Rec Commission.

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E. Sadowski stated that there would be some money for Council's consideration towards adding some stone for a parking area at the dog park (Lois Jensen Park). This would be under the capital budget.

e. PUBLIC WORKS (NEXT MEETING OCTOBER 4, 2006)

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The next meeting will be held October 4, 2006. There was no new report.

f. DEL-HART COMMISSION (NEXT MEETING OCTOBER 17, 2006)

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The next meeting will be held October 17, 2006.

B. Leonard and her family manned the brush drop-off on September 23, 2006. There were two customers. She suggested that a method be developed to determine city residents since mailing addresses may not indicate "Delafield"; and to provide additional hand-out materials regarding mulch pick-up, yard waste, and hazardous waste.

G. MacDougall manned the site this past Saturday and had six customers. A question and answer sheet is being developed by P. Zellner to hand out.

Volunteers are needed.

g. POLICE AND FIRE COMMISSION (NEXT MEETING TBA)

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

No report.

h. LIBRARY BOARD (NEXT MEETING OCTOBER 10, 2006)

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The next meeting will be held October 10, 2006

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- i. FINANCE ADVISORY BOARD (NEXT MEETING OCTOBER 9, 2006)
  - 1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The budget information meeting will be held October 9, 2006 at the Fish Hatchery at 6 p.m. This will be a "Show & Tell" by the department heads and will explain what is in their operating budgets. A discussion will be held on the capital budget. Citizens will be able to ask questions during this time.

- j. BOARD OF ZONING (NEXT MEETING OCTOBER 12, 2006)
  - 1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The next meeting will be held October 12, 2006.

- k. PROMOTIONAL AND TOURISM COMMITTEE
  - 1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS.

The next meeting will be held October 3, 2006 at 7 a.m. at the Fish Hatchery.

5. OLD BUSINESS

None.

6. MAYOR'S REPORT

- a. APPOINTMENTS – PROMOTIONAL-TOURISM COUNCIL

LYNN MORRISON TO FILL STEVE HEADLEY'S TERM – EXPIRES 2007

**E. SADOWSKI MOTIONED TO APPROVE THE APPOINTMENT OF L. MORRISON TO THE PROMOTIONAL-TOURISM COUNCIL. G. MAC DOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. OTHER

Mayor Schuman will be attending the Wisconsin League of Municipalities annual conference next week. If any alderpersons are interested in attending, they should notify M. Czubkowski, City Clerk.

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7. NEW BUSINESS

a. ADVERTISING ON CITY OF DELAFIELD GOVERNMENT ACCESS CHANNEL

A packet of information was provided in the Commissioner's packets. This was for discussion purposes only. The idea is to create an opportunity for new revenue sources for the City of Delafield. This could generate some sponsorship and credit dollars (similar to PBS Channel 10). The City Attorney has investigated this and the legal opinion was that it could be done as long as it was restricted and had guidelines regarding the types of messages that could be broadcast. The legal opinion was included in the Council packets. A Resolution was included in the packets that included guidelines. An RFP has been developed to help determine pricing. L. Morrison expressed concern that it did not turn into a fund raising campaign and that there be a goal to meet the citizens' needs better. M. DeYoe thought if this could be done appropriately and tastefully that it was a brilliant idea. L. Morrison suggested that the RFP be specific. E. Sadowski thought that a one year review may be appropriate.

b. APPROVAL OF JURISDICTIONAL TRANSFER AGREEMENT WITH THE VILLAGE OF HARTLAND REGARDING CAMPBELL TRACE. (CONTINUED PENDING HARTLAND APPROVAL)

This is still pending the Village of Hartland's approval. Their next board meeting is October 9, 2006. This is for information only.

8. ADMINISTRATOR'S REPORT

A letter was sent out to surrounding jurisdictions that generated interest and discussion in the region with respect to the City's space needs. M. Carlson met with the superintendent from the Kettle Moraine High School on Tuesday, September 19<sup>th</sup>; a meeting is scheduled with the Lake Country School board on October 3, 2006; a meeting is scheduled with the Town of Delafield Town Chairman on October 4, 2006; and an email was received from the Village Administrator from the Village of Hartland expressing some interest in the library facilities or perhaps a joint fire facility. These joint use options will continue to be explored.

The Hirschman Lane sewer work is about to begin. Letters were distributed to all of the property owners along Hirschman Lane on September 29<sup>th</sup> and provided them with information on how to go about marking where they would like their sanitary sewer lateral installed. B. Leonard has received some phone calls from people in this area.

M. Czubkowski has submitted her retirement letter and she will retire after the first of the year.

9. CLERK'S REPORT

No report.

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10. FINANCIAL REPORT

- a. APPROVE VOUCHER LIST

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

11. CORRESPONDENCE

- a. Letter dated September 15, 2006 from Daniel Posca regarding the Delafield Public Library.

12. ADJOURNMENT

**E. SADOWSKI MOTIONED TO ADJOURN FROM THE MEETING. L. MORRISON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:07 P.M.**

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC  
City Clerk/Treasurer

Accurate Business Communications LLC