

**CITY OF DELAFIELD
500 GENESEE STREET
DELAFIELD WI 53018
(262) 646-6220**

**Common Council Meeting Agenda
Monday, December 3, 2007
7:00 p.m. – Council Chambers**

Call Common Council Meeting to Order

Pledge of Allegiance

Roll Call

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 November 19, 2007 Common Council meeting
2. Citizen's comments for items not on the agenda
Citizen's comments for items on the agenda
3. Consent Agenda
 - a. Resolution 2007-31 – A Resolution of the City Council of the City of Delafield to Maintain Separate Returns for the February 19, 2008 Spring Primary Election.
 - b. Recommendation for 2008 Pay Plan Range Adjustment
 - c. Approval of List of City of Delafield Election Inspectors/Special Registration Deputies
 - d. Approval of Account Receivable interest write-offs as of December 2007.
4. Committee Reports
 - a. Licenses - Approval of the following licenses
Two-year Bartender
Craig Staples, Kenosha; Applebees
Geneva L. Johnson, Delafield; Applebees
Rebecca L. Wolfgram, Wales; Applebees
Tony T. Gruenwald, Delafield; Daybreak
 - b. Plan Commission (minutes of November 28, 2007 meeting)
 1. Recommendation to approve an additional utility building for Cricket Wireless, **Tax Key 794.017.004, 258 Enterprise Road, Delafield**, as a minor change to the Conditional Use Permit.
 2. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings
 - c. Lake Welfare Committee
 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - d. Park and Recreation Commission (minutes of November 26, 2007 meeting)
 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - e. Public Works Committee
 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - f. Del-Hart Commission
 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

- g. Police and Fire Commission
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - h. Library Board
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - i. Finance Advisory Board
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - j. Board of Zoning
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - k. Promotional and Tourism Committee
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - l. Plan B Committee
 - 1. Resolution 2007 – 32 - A Resolution to dissolve the Plan B Committee.
 - 2. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - m. Sign Review Committee
5. Old Business
- a. Approval of fee of \$2,750.00 payable to Ehlers & Associates, Inc., to update the bond issue sizings, amortization schedules and revise the payment calculator for referendum options.
 - b. Discussion and action regarding hiring outside help to educate voters regarding February Referendum
 - c. Final approval of 2008 Budget and establishing tax levy
6. Mayor's Report
- a. Appointment of Marilyn Czubkowski as Interim Administrator (Deputy Clerk Treasurer completes Clerk and Treasurer duties in the absence of those positions)
 - b. Status of Clerk Treasurer appointment
7. New Business
- a. Discussion regarding Administration Department and the process of moving forward
 - b. Discussion and direction regarding accepting proposals from executive search firms.
 - c. Discussion and possible action on request for payment of City Administrator attorney fees.
8. Administrator's Report
9. Clerk's Report
10. Financial Report
- a. Approve voucher list
11. Correspondence
- a. Letter from Mayor Schuman dated November 28, 2007 regarding Matthew Carlson's termination of employment with the City of Delafield.
 - b. Letter from Dorothy L. Peterson dated November 19, 2007 regarding a full time City Administrator.
 - c. Resignation email from Dan Key, Public Works Committee member, dated Nov. 20, 2007.
 - d. Resignation email from Steve O'Brien, Finance Advisory Board member, dated Nov. 20, 2007
 - e. Letter from SEWPC dated November 19, 2007 regarding their 2006 Annual Report (full report at City Hall)

13. Adjournment

Persons requiring an interpreter or other assistance should contact the City Administrative office 72 hours prior to the meeting. Notice is hereby given that a majority of the Plan Commission, Lake Welfare Committee, Public Works Committee, and/or Library Board may be present at the meeting of the Common Council scheduled December 3, 2007 to gather information about a subject in which they are interested. This constitutes a meeting of the PWC/Plan Commission and others pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993), and must be noticed as such.

Matt Carlson,
City Administrator/Treasurer
Interim Clerk

Posted: _____

- Front Door City Hall
- 1st and 2nd Floor Bulletin Boards

Deputy Clerk/Admin. Assistant

- Faxed to Newspapers
- Website