

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

CALL COMMON COUNCIL MEETING TO ORDER

Mayor Schuman called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Mayor Phil Schuman  
Jeff Krickhahn, Ald. 1  
Beth Leonard, Ald. 2  
Erv Sadowski, Ald. 3  
Michele De Yoe, Ald. 4  
Gerald Mac Dougall, Ald. 5  
Lynn Morrison, Ald. 6  
Ron Miskelley, Ald. 7  
Marilyn Czubkowski, Administrator  
Gina C. Gresch, Clerk/Treasurer

1. APPROVE MINUTES OF JANUARY 7, 2008 COMMON COUNCIL MEETING

M. Schuman stated there is a correction to the minutes; his last name is spelled incorrectly.

**E. SADOWSKI MOTIONED TO APPROVE THE JANUARY 7, 2008 COMMON COUNCIL MEETING MINUTES WITH STATED CORRECTION. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

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

Mayor Schuman read an e-mail from Dan Key into the record thanking the City Council for listening to the citizen's concerns about the City's space needs.

**Noel Aicher, 211 East Laurel Circle**, thanked Mayor Schuman for starting Plan B; R. Miskelley for approaching her to be his representative for District 7, the Plan B members for their time, talent and resources they brought to the table. She thanked the Council members and staff for their support, insight, dedication and interest in City needs. She also thanked everyone that came to the Plan B meetings, as well as the Library for their support of Plan B. She stated this has been a very rewarding experience for her.

CITIZEN'S COMMENTS FOR ITEMS ON THE AGENDA

**Ed McAleer, 3413 Lake Drive**, stated he agrees there is an absolute necessity to bid out Plan B needs project. The citizens need to be on the same page as the Mayor and Plan B Committee that every part of this project will be publicly bid. The amount of space and costs has been reduced to a more realistic number, saving about \$8 Million Dollars. The City has a real need for the new buildings, which the new government buildings should last for 30 to 40 years. If the referendum fails, we will have to live with status quo, and cannot envision a

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

Plan C. We will have to spend the money to bring city hall up to code and made it ADA compliant. If the referendum fails, we will live with a cramped Fire Department, an inadequate Police Department and no new Library. He asked the citizens to make their case and silence the naysayers.

E. Sadowski invited the citizens to an informational meeting on Wednesday January 23, at the Fish Hatchery at 6:30 p.m., discussing in depth the Plan B proposal. He stated he hopes to have another meeting in early February at Oakwood Church. J. Krickhahn also invited citizens to an informational meeting about Plan B on Thursday, February 7, 2008 at the Lake Country School Library from 7:00 p.m. to 9:00 p.m. E. Sadowski asked to get this information on the website.

**Timothy Aicher, 211 East Laurel Circle**, stated his wife served on the Plan B Committee and thanked everyone on the Council for involving the citizens in something that is very important to the City. He asked citizens that have questions about this to call his wife, any of the Council members or anyone on the Plan B Committee. He stated he appreciates the council member's time.

**L. MORRISON MOTIONED TO CLOSE CITIZENS' COMMENTS AT 7:10 P.M. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

3. CONSENT AGENDA

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

A. Resolution 2008-05 Designating Public Depositories and Authorizing Withdrawal of City of Delafield Moneys

Motion approved. See above.

B. Request by St. Joan of Arc to host 5K race on February 23, 2008

Motion approved. See above.

4. COMMITTEE REPORTS

A. LICENSES - APPROVAL OF THE FOLLOWING LICENSES

TWO-YEAR BARTENDER

- a. Danielle Hey, Waukesha; Delafield Brewhaus
- b. George Kurtzweil, Milwaukee; The Delafield Hotel
- c. Michael William Schwartz, Delafield; Q'doba Mexican Grill

**L. MORRISON MOTIONED TO APPROVE THE THREE TWO-YEAR BARTENDER LICENSES, TO EXPIRE JUNE 30, 2008. M. DE YOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

B. PLAN COMMISSION

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

R. Miskelley stated there is no report and the next Plan Commission meeting is Wednesday, January 30, 2008 at 7:00 p.m.

2. SMART GROWTH – NO REPORT.

C. LAKE WELFARE COMMITTEE

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS. (MINUTES OF JANUARY 9, 2007 MEETING)

L. Morrison stated the Lake Welfare Committee met on January 8, 2008. The Committee is in the final steps of getting Chapter 30 Permit resubmitted. The DNR and Lake Welfare Committee members are trying to get one more meeting set up to go through the changes. Things are going as well as can be expected and should know something in the next couple of months. M. Czubkowski stated the proposed boat house ordinance change will be on the January 30 Plan Commission agenda. L. Morrison reviewed with the Council why the boat house ordinance is being discussed. She stated the Lake Welfare Committee will make suggestions to the Plan Commission, but the Plan Commission makes the final decision.

D. PARK AND RECREATION COMMISSION

1. REPORT ON DISCUSSION AND ACTION TAKEN AT PREVIOUS MEETINGS, FUTURE AGENDA ITEMS AND UPCOMING SCHEDULED MEETINGS (MINUTES OF JANUARY 2, 2008 MEETING)

E. Sadowski stated the next meeting of the Park and Recreation Committee will be held on Monday, January 28, 2008 at 6:30 P.M.

E. PUBLIC WORKS COMMITTEE (MINUTES OF JANUARY 2, 2008 MEETING)

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

G. Mac Dougall stated he reviewed the last meeting minutes at the last Council meeting so there is nothing new to report. The next meeting of the Public Works Committee is on Wednesday February, 6, 2008.

F. DEL-HART COMMISSION

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

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

B. Leonard stated the Del-Hart Commission met last week. There was an approved groundwater discharged into the Del-Hart system from the Village of Hartland due to a sewer repair. The Village of Hartland will be paying the City the residential rate for discharge. Also discussed was the Hydrogen-Sulfide mitigation project on CTH C. She reviewed the status of what has been completed and which areas are to be worked on next; it is on schedule. Also discussed was the approval letter from the City of Delafield to the Town of Delafield for a sewer extension for a potential new Fire Station in the Town's sports commons. Also discussed planned bridge replacement on Sawyer Road south of I-94 and if it will affect the Del-Hart interceptor. Bob Hyde, Del-Hart Director is planning on retiring at the end of 2008. She stated there are people working with Del-Hart that he will be training. The position will be posted around August of September. E. Sadowski stated there could be some interrupted water pressure for about 72 hours starting January 23, 2008 in his district on Milwaukee Street and asked if anyone has questions, they call himself or anyone from the DPW Department.

G. POLICE AND FIRE COMMISSION

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

J. Krickhahn stated there was nothing to report on at this time and no meetings posted.

H. LIBRARY BOARD (MINUTES OF JANUARY 8, 2008 MEETING)

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

J. Krickhahn stated we discussed the January 8, 2008 meeting at the last Council meeting; there is nothing new to report. He thanked the Library Staff and Director for putting on the "Friends Fest" last Saturday. He also stated there would be a meeting of the Library Board slated for February 11, 2008 7:00 P.M.

I. FINANCE ADVISORY BOARD

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

G. MacDougall stated there is a Finance Advisory Board meeting is scheduled for Thursday, January 31, 2008 at 8:00 A.M. There will be a presentation from the City Finance Advisor regarding the public building discussion.

J. BOARD OF ZONING

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

G. MacDougall stated there was nothing to report on at this time.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

K. PROMOTIONAL AND TOURISM COMMITTEE

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

L. Morrison stated they met on January 8, 2008. She stated they are starting to see long term plans for the next year from the Executive Director. She stated the schedule of events is probably on the Chamber's website. M. Czubkowski stated this calendar is also on the City's website; it is pulled from the Chamber of Commerce website. G. MacDougall asked L. Morrison how the how the Tourism Committee is linked to the Chamber of Commerce. L. Morrison reviewed this with the Council and that the Chamber was chosen to hire the Executive Director. She stated the Tourism Committee monies are separated from the Chamber of Commerce's monies. She stated the committee is having strategic planning session to have a common vision for the City's tourism. L. Morrison stated at the last Council meeting, St. John's presented their event and it is on tonight's Council agenda.

L. SIGN REVIEW COMMITTEE (MINUTES OF JANUARY 10, 2008 MEETING)

There was nothing to report on at this time.

5. OLD BUSINESS

A. Discussion and possible action regarding "Tuition Reimbursement Procedure"

M. Czubkowski stated Intern Mike Gavin worked on this. The Council allocated \$24,000 in the 2008 budget. She stated this is for non-union full-time employees. M. Gavin stated each year by July 1, employees need to tell their Department Head of the classes they wish to take and their related costs. He stated in the past this was handled more on a case by case basis or for seminars. He stated it wasn't specifically geared towards degrees, which now it is. He stated this policy is consistent for union employees also. B. Leonard asked if M. Gavin would be eligible for this. M. Gavin stated no, he is not a full-time employee. B. Leonard asked if this is equally distributed among employees or is this first come first serve. M. Czubkowski stated we have \$24,000 for 2008 and each department probably only has one employee that would take advantage of this. She stated this could sometimes go over budget. B. Leonard asked who determines who get the money first. M. Czubkowski stated we haven't had that problem yet. M. Gavin stated this amount could change each year which will be discussed each year during budget. J. Krickhahn stated each year the Council will receive a breakdown of costs per person.

**G. MAC DOUGALL MOTIONED TO APPROVE THE TUITION REIMBURSEMENT PROCEDURE. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

B. Discussion and possible action Administrator – Job Description

Mayor Schuman stated M. Czubkowski received many sample job descriptions from other municipalities. Council members discussed whether the Council wanted to

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

review all of the sample job descriptions or have the Administrator and Attorney do it. There was also discussion regarding changing the job description to match the code or visa versa. Mayor Schuman stated the City can also send out an RFP for an Executive Search Firm that could assist the City with this project. Council members agreed that the Administrator and Attorney should compare the job description to the code, and make the job description match the City Code. B. Leonard stated she has a specific item to discuss related to education and coursework. She stated it is her feeling that the verbiage related to coursework reads, "public administration" and gave examples what that coursework would include for Public Administration rather than Business Administration. E. Sadowski stated the people that apply for the job will dictate what the City is looking for and who the Council interviews. Council members discussed verbiage about the type of education and experience that is required.

**R. MISKELLEY MOTIONED TO DIRECT THE ACTING CITY ADMINSTRATOR AND THE CITY ATTORNEY TO REVIEW THE CITY ORDINANCE AND MAKE SURE THE JOB DESCRIPTION IS IN COMPLAINCE WITH THE EXISTING CITY ORDINANCE, G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISUCSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

C. Discussion and possible action Executive Search Services

Mayor Schuman stated the City has used the Parr Group in the past and would like to continue to use them. The Council discussed the pros and cons of using an Executive Search firm. Council members discussed how the Executive Search firm is to be utilized and if using a firm would discourage people from applying. There was also discussion among the Council if the City needed to accept the lowest bidder. R. Miskelley stated there are times that we have not always taken the lowest bidder. It is up to the council to select any firm regardless of cost. L. Morrison stated it is important to keep this moving so that we don't lose good candidates to other jobs. B. Leonard asked what the budget for this is. Mayor Schuman stated we will determine that when we get the RFP's back and see some numbers.

**L. MORRISON MOTIONED TO APPROVE THE USE OF AN EXECUTIVE SEARCH FIRM AND TO DIRECT M. CZUBKOWKSI TO SEND RFP'S FOR AN EXECUTIVE SEARCH FIRM. G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISUCSSION. MOTION CARRIED WITH ONE NAY BY B. LEONARD.**

D. Discussion and action regarding February 19<sup>th</sup> Referendum

Mayor Schuman stated the council voted at the last meeting to send out the entire Plan B report to the residents. He stated there have been some second thoughts on that it might be too large and expensive of a mailing.

**E. SADOWSKI MOTIONED TO RESCIND THE MOTION MADE AT THE DECEMBER 3, 2007 COMMON COUNCIL MEETING REGARDING MAILING THE ENTIRE PLAN B PACKET TO THE RESIDENTS. MOTION SECONDED BY J. KRICKHAHN. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

M. Czubkowski stated there is \$5,000 in budget for this item. She recommended that the City invest that money into big boards and two small mailings; one at the end of

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

the month and the other the week before the referendum. R. Miskelley stated if we send a mailing from the City, it cannot take a position on the referendum. The Council members discussed who is going to write up the postcards and review. M. Czubkowski stated they Attorney, Mayor and Intern will work on this. She stated this will actually be a letter rather than a postcard, and it will be in the Library and on the City's website. She also stated she will copy the Council members when the mailing goes out. B. Leonard asked if the Plan B Committee Chair will review this before it goes out. E. Sadowski stated the Plan B committee doesn't exist anymore and has been replaced by the Political Action Committee. "One Delafield". J. Krickhahn asked if we could send reminders for the district's informational meetings. M. Czubkowski stated yes that mailing will come out of the allocated \$5,000. Mayor Schuman stated SCHUMAN if any citizens have any coffee meetings and if they want any council members to attend, please call them.

**E. SADOWSKI MOTIONED TO APPROVE THE RECOMMENDATION OF THE ACTING CITY ADMINISTRATOR TO PURCHASE INFORMATION BOARDS, SEND TWO GENERIC MAILINGS THAT DO NOT TAKE A POSITION ON THE REFERENDUM, AT A COST NOT TO EXCEED \$5,000. M. DE YOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

G. MacDougall stated it is very difficult to pull back misinformation and asked if the City could set up a website where people can ask questions about Plan B. He stated we need to communicate with accurate information with the people. Mayor Schuman stated we can put this on the next agenda. There was discussion about how questions will be posted to the website and who should be answering the questions. Council members discussed that the answers cannot come from an advocacy group. Mayor Schuman stated this will have to be reviewed by the City Attorney. E. Sadowski stated the group, "One Delafield" is present and asked if the group's President could come up to speak.

Kean Kemintz came to the table and stated "One Delafield" has set up informational meetings, but it is hard to talk to 6,900 people. He likes the idea of this website so that many people can view accurate answers. Council members continued to discuss the legality of having a political action group, which is in favor of the referendum, answering questions on a City website. More discussion followed about who should be answering questions. R. Miskelley stated he wants a legal opinion before approving this. Mayor Schuman stated we could have a Frequently Asked Questions section on the website. G. MacDougall suggested that the people that worked on the Plan B Committee could answer the questions that are asked, because they did the work and they know the answers. Mayor Schuman stated the City could set up a website, citizens can email the Acting Administrator the questions and then screen the answers so they are not taking a side on the referendum. He also stated we will have to run this past the City Attorney.

E. Sadowski stated there is an informational meeting on Wednesday, January 23, 2008 at the Fish Hatchery and invited citizens to attend the meeting. He stated he does not have the expertise to answer these questions and would like two Plan B members there for that purpose. He stated if the former members of the Plan B Committee are not a member of "One Delafield", he doesn't have a concern with them answering resident's questions.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

1. Action regarding the mailing of the Plan B Report

Please see discussion and action above for Item 5D.

2. Discussion on Cost Estimates for Plan B

MAYOR SCHUMAN stated there are questions regarding the architectural costs and if they are in the plans. Kean Kemintz stated there should be RFPs that are open to bidding. Mayor Schuman stated he thought there should be a construction manager included in this process. Kean Kemintz stated the former Plan B Committee highly recommended there be a construction project management method of construction, rather than an architect that gives the job to a general contractor. He stated the other recommendation is the construction manager and engineers be hired on a lump sum fee basis, not on a percentage of how much you can spend. Kean Kemintz stated "One Delafield" has some strong advice about how to make this competitive bid. E. Sadowski stated there are rumors going around, asking if the former Plan B Committee advocated that this be bid out. Kean Kemintz stated yes, the committee was very specific about this. There was further discussion between the Council members and Kean Kemintz regarding bidding on the construction project.

E. Sadowski asked why "One Delafield" was formed. Kean Kemintz stated the City was divided between two groups of people regarding the referendum. He stated Marty Wiley is the president of the "One Delafield" Group. He stated they are working on all seven districts to get information out there to the people. He stated the committee will not advocate for or against any political candidate or issue. R. Miskelley stated "One Delafield" can legally write letters to the paper, but he feels this group cannot be a spokesperson for the City. Kean Kemintz stated he understands. There was further discussion among the Council members regarding "One Delafield" having a presence on the City's website.

Marty Wiley, President of "One Delafield" stated there was talk about needing a group to inform the people better, she knows how important it is to know about what is happening in your city. She stated she is an advocate of Plan B, and this needs to be taken a step further to get the information out there for the referendum. Mayor Schuman stated the more people we get asking questions, the better. G. MacDougall stated he has spoken to many people that served on the Plan B Committee and he feels they did the best they could. He stated if the referendum is voted down, we will have to live with what we have. J. Krickhahn stated to sum it up, we will be going for a project manager in the budget and it will go out for bid. All council members agree this is going out for bid.

6. MAYOR'S REPORT

- A. Appointment of a Council Representative to represent the City on the Community Activities Subcommittee for St. John's Northwestern Military Academy 125<sup>th</sup> Anniversary – Laura Miller 125<sup>th</sup> Anniversary beginning September 2008 through September 2009

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

**R. MISKELLEY MOTIONED TO APPROVE THE APPOINTMENT OF L. MORRISON TO REPRESENT THE CITY ON THE COMMUNITY ACTIVITIES SUBCOMMITTEE FOR ST. JOHN'S NORTHWESTERN MILITARY ACADEMY 125TH ANNIVERSARY – LAURA MILLER 125TH ANNIVERSARY BEGINNING SEPTEMBER 2008 THROUGH SEPTEMBER 2009. M. DE YOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- B. Meeting with the Board of Directors Chamber of Commerce

Mayor Schuman stated he met with the Board of Directors Chamber of Commerce to help improve communicate with the citizens.

- C. Milwaukee Business Journal

Mayor Schuman stated he gave an interview to the Milwaukee Business Journal about the Lange Properties and other properties owned by others.

- D. Picture for the Library Friends Fest

Mayor Schuman stated he had picture taken for the Milwaukee Business Journal for the Library Friends Fest.

7. NEW BUSINESS

- A. Discussion and possible action to have the Municipal Judge offices moved from City Hall

R. Miskelley clarified that we are only moving his office, but compensating him for using his home office. G. MacDougall stated if the new building is passed, the judge would have an office in the new building anyway. B. Leonard asked if there was a cost differential between having our own court versus the Lake Country Court. Mayor Schuman stated court space isn't on the agenda. M. Czubkowski stated we've been paying this money to the Judge since 2005.

**G. MAC DOUGALL MOTIONED TO APPROVE HAVING THE MUNICIPAL JUDGE'S OFFICES MOVED FROM CITY HALL. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- B. Discussion regarding closing of TID #3

M. Czubkowski stated in the 2006 Audit Report, the City should consider closing TID #3 in 2008. She stated we have more money than is needed to close, leaving a balance of \$686.74. E. Sadowski stated we should have a resolution at the next meeting to close the TID. He stated the City doesn't have a use for this any longer, the TID is done, and it will benefit the citizens by putting it back on the tax roll.

**E. SADOWSKI MOTIONED TO APPROVE THE CLOSING OF TID #3, AND DIRECTED THE CITY ATTORNEY TO DRAFT A RESOLUTION OF THE SAME FOR THE NEXT COMMON COUNCIL MEETING. J. KRICKHAHN SECONDED THE**

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

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

8. ADMINISTRATOR'S REPORT

a. City Engineering Services

M. Czubkowski stated at the last meeting, there were some references about bidding out for engineering services. She stated she has tried to find what has been done in the past. She stated she met with the City Engineer and the City has not received an increase in rates for over four years. Yaggy Colby sent a letter in December 2007 to former Administrator Matt Carlson for a \$2 per hour increase for engineering and planning services. On an annual basis, they should be able to adjust these fees for a cost of living increase, not to exceed 3%. She feels this is not asking for a lot of money.

She also stated that the City bills out services at a higher rate, generally for development projects. The City would like a better handle on projects. She suggests a cursory scope of services for projects. She also asked the Planner and Engineer for an ongoing and needs proposals list. Council members asked questions regarding the report. M. Czubkowski stated that is she is trying to get a handle on the City projects; their needs and costs, before the Planner and Engineer work on them, so the Council can be more aware of the projects. There was discussion among the Council members how the projects come about and who is asking the Planner and Engineer to do these projects. R. Miskelley stated each project should have a plan before it goes any farther. The Council complimented M. Czubkowski on her work on this issue and is off to a great start so we know where all the projects are in progress.

**R. MISKELLEY MOTIONED TO SIGN THE NEW AGREEMENT WITH YAGGY COLBY FOR THE 2008 RATES TO INCLUDE AN ANNUAL COST OF LIVING ADJUSTMENT, NOT TO EXCEED THREE PERCENT; ENGINEER \$100 PER HOUR; PLANNER \$92 PER HOUR. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

b. ICMA Center for Performance Measurement

Intern Mike Gavin discussed the ICMA for Performance Measurements. He stated this was approved in the 2008 budget for \$2.600 budget. The City Staff will be trained on how to fill out these measurement templates on January 31. This will be a tool for the Council to see if and/or where City areas need improvement. M. Czubkowski asked who the City is being judged against. M. Gavin stated the City will be compared to other municipalities that participate in the ICMA Performance Program. R. Miskelley asked who will be doing the scoring. M. Gavin stated the ICMA does the tabulating for us and send us back data and a formal report. J. Krickhahn asked if this is going to replace the City survey. M. Gavin stated no, this is more objective criteria. M. Czubkowski stated this presentation will be done live. M. Gavin will be going to the Code Enforcement, G. Gresch will be going to Information Technology and the other departments will be going to their respective training.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

9. CLERK'S REPORT

Mayor Schuman stated the new Clerk/Treasurer is with us for her first day today. G. Gresch stated today was her first day and it went very well.

10. FINANCIAL REPORT

A. APPROVE VOUCHER LIST

E. SADOWSKI asked what the Fire Department Sinking Fund is. M. Czubkowski stated developers pay \$1,000 per lot for equipment if they don't bury a tank for fire protection and that money goes into the Sinking Fund.

**L. MORRISON MOTIONED TO APPROVE THE VOUCHER LIST AS PRESENTED. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

B. TREASURER'S REPORT - DECEMBER 2007

**E. SADOWSKI MOTIONED TO APPROVE THE TREASURER'S REPORT OF DECEMBER 2007 AS PRESENTED. M. DE YOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

11. CORRESPONDENCE

- a. Memo from Larry Shupe regarding Village Square Lighting
- b. Memo from Larry Shupe regarding Offer of Service
- c. SEWRPC Planning Report No. 53, A Regional Broadband Telecommunications Plan for SE Wisconsin

Mayor Schuman reviewed the correspondence with the Council.

13. ADJOURNMENT

**E. SADOWSKI MOTIONED TO ADJOURN THE JANUARY 21, 2008, COMMON COUNCIL MEETING AT 9:04 P.M. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

Minutes Prepared By:

Gina C. Gresch, MMC/WCMC  
City Clerk/Treasurer