

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.
Beth Leonard, Ald.
Erv Sadowski, Ald.
Gerald MacDougall, Ald.
Lynn Morrison, Ald.
Ron Miskelley, Ald.
Marilyn Czubkowski, Administrator
Gina C. Gresch, Clerk/Treasurer

Michele DeYoe, 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 March 3, 2008 Common Council meeting.

E. SADOWSKI MOTIONED TO APPROVE THE MARCH 3, 2008 COMMON COUNCIL MEETING MINUTES AS PRESENTED. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. Citizen's comments for items not on the agenda.

There were no citizen's comments for items not on the agenda.

R. MISKELLEY MOTIONED TO CLOSE CITIZENS' COMMENTS AT 7:03 P.M. L. MORRISON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Citizen's comments for items on the agenda.

Ed McAleer, 3413 Lake Drive, commented on the Resolution for the Smart Growth Public Participation Plan and the public hearing that will be held at the end of the Smart Growth process. Participants should be able to ask questions about this plan. He commented on some changes to the City's Master Plan and the lack of public hearings for those changes. Over the next few years, there will be changes to the Master Plan, which public hearings should be held. M. Czubkowski stated the City's Master Plan was done under Chapter 62 of the Wisconsin State Statutes, which does not require public hearings. P. Schuman

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reviewed the process in which the Master Plan was changed in 1991. E. McAleer stated he has been speaking with people in the NW Quadrant and they were not aware of that Master Plan change in their area and they should have been. R. Miskelley stated that in his district he is getting some of the same complaints, but there is more to the story than what E. McAleer is stating. E. McAleer stated these Master Plan changes were done without a public hearing, per the City's records.

Darrell Pope, 1236 Mill Road, thanked the Mayor and Common Council for the February 19, 2008 space needs referendum. He stated he agreed with E. Sadowski that we need to appoint our "A Team" and is surprised that Alderperson Miskelley is being appointed to the Architect and Construction Manager Committee. He stated due to Alderperson Miskelley's attendance, he doesn't feel that Alderperson Miskelley should be appointed.

Marty Wiley, 493 Lillian Court, stated she is here as a private citizen. She commented on the appointment of Alderperson Miskelley to the Architect and Construction Manger Committee. Alderperson Miskelley has been absent more than any other Common Council member at meetings and this is not what the committee needs. She does not question his right to his opinion, but it is the manner which he works with others. She stated he will add contention and possible delays to the committee. She stated she hopes that the Common Council finds a better choice to the committee.

Tim Aicher, 211 Laurel Circle, stated he found out last week that we are beings sued by the former City Administrator. This isn't just a suit against some Common Council members, but all citizens. He respects the system of checks and balances that we have in place. He would like as much information as available to the public about this situation. This is a large sum of money and would like a very aggressive investigation and response to this. He respects the Common Council's authority and would like this defended to the best of the citizens. He understands this is a sensitive issue. P. Schuman stated it is the City's policy that they are not to talk about this in detail, but it is on the agenda to take action on.

L. MORRISON MOTIONED TO CLOSE CITIZEN'S COMMENTS AT 7:15 P.M. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. Consent Agenda
 - a. Ordinance 585, An Ordinance Amending Sections 1.193 And 2.05 of the Municipal Code of the City of Delafield, Waukesha County, Wisconsin.

M. Czubkowski stated there is one change to section 2L, there were duplicate words removed. The words "board and commissions" were removed where they appear first in the paragraph. P. Schuman stated ordinance sets "Citizens Comments for Items on the Agenda" and "Council requests of future agenda items" as a permanent agenda items.

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E. SADOWSKI MOTIONED TO APPROVE THE ITEMS ON THE CONSENT AGENDA WITH THE NOTED CHANGES. L. MORRISON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. Committee Reports

a. Licenses

1. Bartender License – 2 Year Licenses to expire June 30, 2008.
 - a. None.

b. Plan Commission

1. Smart Growth Public Participation Plan and Chapter 1-Introduction.

R. Miskelley stated there is no update besides the work on Smart Growth.

2. Discussion, action and recommendation from Plan Commission to adopt Resolution 2008-09, Smart Growth Public Participation Plan.

B. Leonard stated she has some concerns about the Public Participation Plan that was submitted and feels some items are lacking. She stated the Waukesha County survey does not adequately meet the City's needs and that we might want to supplement it with a survey of our own. P. Schuman stated that survey was at the minimum. B. Leonard asked if we can get the staff to take this survey one step further. R. Miskelley stated the plan written by Waukesha County is the default and we can add to it if we like. P. Schuman stated the survey can be brought up later on the agenda to request to research costs to do another survey.

L. Morrison asked if it's our consultants that drive the seven steps stated in the Public Participation Plan. M. Czubkowski stated Yaggy Colby will be driving the work. She stated there are already dates set for public meetings. There will be a Smart Growth section on the website where people can read each chapter and ask questions. P. Schuman stated the first meeting is April 16, 2008 at the Fish Hatchery, 10 a.m. to Noon and 7 p.m. to 9 p.m. L. Morrison stated the Common Council should put aside each chapter as we can get them so we can review it later. P. Schuman stated at each of the Plan Commission meetings, this will be an agenda item that anyone can comment on. B. Leonard stated she wanted to clarify that the Public Participation Plan is not the finished work product, which we can add to it. L. Morrison asked who drafted this plan. M. Czubkowski stated Waukesha County wrote it. This draft went to the Plan Commission which they signed off on it. The Common Council has the final approval which we can add to this plan.

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J. KRICKHAHN MOTIONED TO ADOPT RESOLUTION 2008-09, SMART GROWTH PUBLIC PARTICIPATION PLAN. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

c. Lake Welfare Committee – March 12, 2008 Meeting Not Held – No Quorum.

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

L. Morrison stated there was no quorum at the last meeting but has an update on the Chapter 30 permit. The DNR sent the Chapter 30 Permit change letter around March 1. The Lake Welfare Committee should have a response by the end of March. If there are no further changes, the Committee will submit the Chapter 30 Permit. There was clarification on the Boathouse Ordinance by M. Czubkowski. The Plan Commission held the public hearing last month and sent it back to Lake Welfare Committee.

d. Park and Recreation Commission

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

E. Sadowski asked anyone interested in helping out with getting donations to help with the fireworks to give him a call. All funds are privately raised. The fireworks are set for Saturday, June 28, 2008. The next meeting of the Park and Recreation Committee will be held on Monday, March 24, 2008 at 6:30 P.M.

e. Public Works Committee – (Minutes of March 5, 2008)

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

G. MacDougall stated they had a meeting on Wednesday, March 5, 2008. The Public Works Committee took the Common Council's recommendation and set the paving for Nagawicka Road. They also reviewed a storm water ordinance but did not get to the Special Assessments ordinance. That will be on the next agenda.

f. Del-Hart Commission

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

B. Leonard stated their next meeting is Tuesday, March 18, 2008 at 7:00 P.M. Mayor Schuman stated he will attend in Alderperson DeYoe's place.

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- 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 at this time. R. Miskelley asked what the result of the Police Chief's letter was. J. Krickhahn stated the letter from the City Attorney stated he did not violate any laws, so there is no action the Police and Fire Commission can take. R. Miskelley asked that the Police and Fire Commission have another meeting to finalize that issue.

- h. Library Board – March 11, 2008 Meeting Cancelled and Rescheduled.
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

J. Krickhahn stated the Library Board did not meet on March 11, 2008 so the members could attend the Mayoral debate. The meeting is rescheduled for March 18, 2008 at 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.

There was nothing to report at this time.

- j. Board of Zoning
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

There was nothing to report at this time.

- k. Promotional and Tourism Committee – (Minutes of March 13, 2008)
 - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

L. Morrison stated the Committee is working on strategic planning. The Committee's goal is to come up with slogan and brand for City. There are three entities that they have to come up with something cohesive for; the City, Tourism Committee and the Chamber of Commerce. The Committee's goal is to have the advertising done by the end of the season. The Committee also tried to enlarge the Tourism Council to get an odd number and it is a state requirement that there only be six people on the Tourism Board; which those six people have to come from different areas. The terms of service are also for only one year. They will be trying to see which members would like to continue for another term. P. Schuman stated when the time comes, we can put their appointments on the agenda. The next meeting of the Promotional

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and Tourism Committee would be at the Fish Hatchery at 7:00 A.M. on Tuesday, April 1, 2008.

2. Update from subcommittee for St. John's Northwestern Military Academy 125th Anniversary – No Report.

1. Sign Review Committee

There was nothing to report at this time.

5. Old Business

6. Mayor's Report

- a. Proclamation proclaiming April 25, 2008 as Arbor Day.

P. Schuman read the Proclamation into the record and proclaimed April 25, 2008 as Arbor Day.

- b. Discussion and action to create Architect and Construction Manager Committee.

P. Schuman stated there will be no compensation for this committee and people that are on the committee cannot bid on the projects. J. Krickhahn stated he feels the people that are on this committee should be on the committee until the end of the project. P. Schuman stated this committee will go through the QBS Manual. After that, those people can decide if they want to continue on further committees if they would like to. P. Schuman did not want someone from Yaggy Colby on the committee, because Yaggy Colby could bid on the project and that would cause a conflict of interest. This committee will make a recommendation to the Common Council on selecting an Architect and a Construction Manager. He stated once we have these two people picked, there will be more committees set up, which more people can serve on. L. Morrison stated Yaggy Colby will still be contracted services, but the planner and engineer will not be on this committee if Yaggy Colby bids on the project. M. Czubkowski stated yes, there is a possibility that they may want to bid on part of the project. You don't want them on the selection committee if they are bidding on the project. G. MacDougall asked who is going to oversee the work of our engineer if they are drawing the plans. P. Schuman stated the Construction Manager will be doing that and reviewed with the Common Council what the Construction Manager's role is in the project. He stated there is a limited function of this committee.

E. SADOWSKI MOTIONED TO CREATE THE ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- c. Appointments of the following people to the Architect and Construction Manager Committee:

- i. City Administrator, DPW Director Tom Hafner, Alderman Jeff Krickhahn, Alderman Ron Miskelley, Gerald Johnson, Gerry Maier, Robert Mazurek and Kean Kemnitz.

P. Schuman stated at the last Common Council meeting the Common Council discussed who could be on the committee. He stated Kean Kemnitz is the only Plan B Committee member that applied to be on the Architect and Construction Manager Committee. Other applicants included Robert Mazurek. He was a construction manager for a 15,000 square foot library. Gerald Johnson worked on two church construction projects. Kean Kemnitz is a former Plan B Committee member and works in construction. Gerry Maier also has done a lot of work in construction and owns his own construction business. P. Schuman stated he appreciates everyone's concerns about Alderperson R. Miskelley's appointment. He stated Alderperson Miskelley served on the Genesee Street Reconstruction Committee. Yes, Alderperson Miskelley has missed some meetings, but he travels due to his job. He stated we need the 7th district represented in this project.

E. SADOWSKI MOTIONED TO APPOINT THE CITY ADMINISTRATOR, DPW DIRECTOR TOM HAFNER, ALDERMAN JEFF KRICKHAHN, GERALD JOHNSON, GERRY MAIER, ROBERT MAZUREK AND KEAN KEMNITZ TO THE ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE. G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

E. Sadowski stated his concerns about Alderperson Miskelley's appointment include Alderperson Miskelley not attending any of the Plan B meetings, any of the informational meetings, nor did he conduct his own informational meetings. He also stated there have been some key votes he's missed. He stated he is not comfortable with this appointment to this committee, but maybe there is another committee that Alderperson Miskelley can serve on. R. Miskelley stated he does support Plan B and did have a sign in his yard. He stated this committee is only going to be reviewing contracts and recommending a person to the Common Council to hire. He stated with his expertise about contracts, he feels he is the perfect person for this. P. Schuman stated the City needs representation from the 7th District and R. Miskelley is the only person that came forward.

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L. MORRISON MOTIONED TO APPOINT ALDERPERSON MISKELLEY TO THE ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE. R. MISKELLEY SECONDED THE MOTION. THERE WAS DISCUSSION ABOUT HAVING PEOPLE ON THE COMMITTEE THAT HAVE EXPERIENCE WITH CONTRACTS. L. MORRISON STATED THE COMMON COUNCIL SHOULD NOT BE PETTY ABOUT THIS BECAUSE ALDERPERSON MISKELLEY HAS THE EXPERIENCE. THE COMMON COUNCIL SHOULD GIVE HIM THE OPPORTUNITY TO USE HIS EXPERTISE. E. SADOWSKI STATED HE CANNOT SUPPORT THIS. R. MISKELLEY STATED HE IS THE ONLY PERSON ON THE COMMON COUNCIL WITH AN MBA AND WORKS WITH DETAILED CONTRACTS. P. SCHUMAN STATED OTHER COMMON COUNCIL MEMBERS DID NOT VOLUNTEER TO BE ON THE COMMITTEE FOR OTHER REASONS; UP FOR RE-ELECTION AND ALREADY ON OTHER COMMITTEES. P. SCHUMAN TRYING TO SPREAD AROUND THE WORK. R. MISKELLEY ASKED WHAT DIFFERENCE IT MAKES WHEN HE CAME ON BOARD WITH PLAN B. E. SADOWSKI STATED HE IS CONCERNED ABOUT ALDERPERSON MISKELLEY'S KNOWLEDGE OF PLAN B SINCE HE DID NOT ATTEND ALL THE MEETINGS. G. MACDOUGALL STATED THIS IS A SHORT TERM APPOINTMENT, ONLY TO SELECT THE ARCHITECT AND CONSTRUCTION MANAGER. THIS WILL ALL BE OUT IN THE OPEN. ONCE THAT IS DONE, THE COMMON COUNCIL WILL APPOINT PEOPLE ON OTHER COMMITTEES THAT KNOW HOW TO BUILD BUILDINGS. L. MORRISON STATED WE HAVE TO ACT IN THE BEST INTEREST OF THE CITY. WHY WOULD WE NOT PUT PEOPLE ON WHO ARE BEST QUALIFIED TO SERVE THIS FUNCTION? M. CZUBKOWSKI STATED SHE SUGGESTED THAT ALDERPERSON MISKELLEY BE ON THE COMMITTEE TO ASSIST HER BECAUSE SHE DOESN'T HAVE HIS BACKGROUND IN CONSTRUCTION CONTRACTS. E. SADOWSKI STATED AFTER WHAT HE HAS ALL HEARD TONIGHT, HE WILL SUPPORT ALDERPERSON MISKELLEY. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

P. Schuman directed the City Administrator to coordinate the Committee's meetings.

7. New Business
 - a. Discussion and action of a traffic study on Vettelson Road and Nagawicka Road.

M. Czubkowski stated this was brought up at the last Common Council meeting. Police Chief Taubel prepared a memo, asking the Common Council to define what they want the study to include. She stated a study could cost anywhere from \$10,000 to \$20,000. G. MacDougall

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stated the Public Works Committee suggested a study be done after the repaving is completed. There are two traffic engineers on the Public Works Committee and they have indicated at meetings that depending on how you monitor, that can affect speeds. He recommended that this be sent to the Public Works Committee.

L. Morrison stated when we were discussing Nagawicka Road, the traffic study that was already done was not adequate. She suggested we need to try to control the speed. P. Schuman asked what the traffic study is trying to accomplish. J. Krickhahn stated he needs some quantitative figures to know if the increase of housing and Village Square has created an increase in traffic and where the traffic is coming from and going to. He doesn't believe the City had that information available before. He stated we may find that we may need additional services. In order to control the speed, we need to provide the Police and Fire Departments with figure of how much traffic is actually on the road. R. Miskelley asked if we are looking for counts or where people are coming and going to. J. Krickhahn asked how costly that would be to find out where people are coming from and going to. P. Schuman stated that is costly since you have to have someone standing out there. A radar trailer would be inexpensive since we share one with other communities.

There was further discussion about wanting a recap of the completed traffic study and filling the gaps in it. L. Morrison stated this would be perfect for the Public Works Committee. G. MacDougall stated the expertise on the Public Works Committee should be utilized. B. Leonard stated a recommendation would come from the Public Works Committee and Yaggy Colby would put the recommendations into action. L. Morrison stated we need to know what our end game is. She suggested ticketing people and dropping the speeds. B. Leonard stated she sees enforcement on Nagawicka Road, but more on Oakwood Road. R. Miskelley stated the end goal is to slow down the speeds on Nagawicka Road and Vettelson Road. G. MacDougall stated dropping from 30 to 25 will not make things better. He suggested issuing tickets will slow people down.

- b. Discussion and action to approve Engineering contract for Yaggy Colby for Cushing Park Road Path Grant.

M. Czubkowski stated when putting together the approved grant, the City was informed by the DNR that they want all utilities to be buried, which is a great expense. The DNR told the City that we could apply for another grant. The engineering to do this grant would cost no more than \$4,800, which is covered by the grant. This work would be done at no cost to either one of the communities and that this is a joint effort with the Town of Delafield.

E. SADOWSKI MOTIONED TO APPROVE THE ENGINEERING CONTRACT FOR YAGGY COLBY FOR CUSHING PARK ROAD PATH

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GRANT, AT A COST NOT TO EXCEED \$4,800. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. Discussion and action of request from Delafield Investment LLC c/o United Properties (Village Square) to define the time, period and rate for special assessment charges.

M. Czubkowski stated she received a phone call from the Village Square Developer that the interest rate that they agreed to pay was not to exceed 5%, and not less than 10 years. She stated it was his understanding that he would be given the favorable rate that the City received when they borrowed the money. The other part of the agreement is the time of the assessment. She stated the developer feels he could go more than 10 years. The City's Municipal Code states Special Assessments cannot go for more than 10 years. She stated Accountant Marie Williams drafted a memo with a recommendation allow the developer to take advantage of favorable rate of 3.5% and keep the amortization period at 10 years. R. Miskelley asked if developer is aware that our code states 10 years. M. Czubkowski stated she notified him of that and that our recommendation is to stay with the Municipal Code.

J. KRICKHAHN MOTIONED TO APPROVE THE REQUEST FROM DELAFIELD INVESTMENT LLC C/O UNITED PROPERTIES (VILLAGE SQUARE) TO DEFINE THE LENGTH OF TIME NOT TO EXCEED 10 YEARS AND RATE FOR SPECIAL ASSESSMENT CHARGES AT 3.5%. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- e. Action regarding the Matthew D. Carlson-Notice of Claim, dated March 12, 2008.

P. Schuman stated there will be no discussion on this.

G. MACDOUGALL MOTIONED TO ADOPT RESOLUTION 2008-10, A RESOLUTION TO DISALLOW THE MATTHEW D. CARLSON-NOTICE OF CLAIM, DATED MARCH 12, 2008. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

8. Report of City Officials

- a. Administrator
 - i. The PAR Group – Bob Beezat

M. Czubkowski stated the PAR Group held meetings last week and interviewed City Department Heads, Elected Officials and the other three people running for office. She thanked everyone for their cooperation. She spoke with Mr. Beezat and he is very pleased with the participation and willingness to tell him exactly

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how we feel. M. Czubkowski stated Mr. Beezat is preparing a description and profile to send to the candidates. She asked the Common Council if she can approve those two items on the Common Council's behalf. Common Council members concurred the City Administrator can act on their behalf. M. Czubkowski stated these two items will be submitted by Mr. Beezat to her by the end of this week. By the end of the month, the advertisement will be out. R. Miskelley stated the timeline he sees is going to be probably August or September. P. Schuman stated he hopes he can convince M. Czubkowski to stay on longer than July 1. B. Leonard stated she would like to see a copy of the two pieces of information when they are ready.

b. Clerk-Treasurer

i. 2007 Wisconsin Act 42, new cable/video franchise law.

G. Gresch stated five video service providers - Charter, Time Warner, AT&T, CenturyTel and Comcast - have recently applied for a state issued video franchise with the Wisconsin Department of Financial Institutions (DFI). AT&T and Time Warner have submitted documents to the City of Delafield indicating they have filed with the state. 2007 Wisconsin Act 42, the new cable/video franchise law, requires that an applicant for a state video franchise provide a copy of its application to each municipality in its video franchise area at the time that it files an application. The relevant statutory sections created by Act 42 that establish the notice requirements applicable to video providers and municipalities are Secs. 66.0420(3)(d) and (e), Stats. A copy of Act 42 is available online. She stated the City will receive 5% franchise fees from AT&T, the same as Time Warner Cable submits. P. Schuman stated due to the new law, there will not be a franchise agreement with each community; those are done at the state level now. G. MacDougall asked if we can keep Channel 25 and do we have to pay for it. M. Czubkowski stated yes we will keep Channel 25 and no we do not have to pay for it.

ii. Tuesday, April 1, 2008 Election Reminders.

G. Gresch stated Absentee Voting began Tuesday, March 11, 2008. Wednesday, March 12, 2008 was the last day to register to vote BY MAIL for the Spring Election. Thursday, March 27, 2008 is the last day at 5:00 p.m. to request an absentee ballot by mail. Friday, March 28, 2008 is the last day at 5:00 p.m. for indefinitely confined electors and military electors to request absentee ballots by mail. Monday, March 31, 2008 is the last day at 5:00 p.m. for electors who have NOT previously registered to vote, to register to vote and vote Absentee in the Clerk's Office. Tuesday, April 1, 2008 is Election Day.

iii. Dog License Reminder.

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G. Gresch stated per the City of Delafield Municipal Code, all dog owners must license their dogs. Please visit the City of Delafield's website to download the application or stop by City Hall to pick one up. Fees are \$12 for spayed or neutered dogs and \$15 for unspayed or un-neutered dogs. Puppies should be licensed once they reach five months of age and have received a rabies vaccination. Dogs must be licensed by April 1 of each year. After April 1, a \$5 late penalty will be added to the above fees. To receive your dog license by mail, please send the application and appropriate fees to City Hall, 500 Genesee Street, Delafield, WI 53018. If your dog's rabies vaccination expired in 2007 or early 2008, proof of current rabies vaccine must be included with your application. Please call our office at 262-646-6220 if you no longer own a dog.

M. Czubkowski stated Intern Gavin and Clerk Gresch put together the newsletter this week. Also she stated the office employees have accomplished a lot this week. G. Gresch concurred and stated we made a lot of progress cleaning out the back room, but have much to do yet and thanked her staff for their cooperation with that.

- c. Council requests of future agenda items.

J. Krickhahn asked when the Common Council will be discussing the paperless packets. G. Gresch stated after the April 1 Election. Common Council suggested the first May meeting. G. Gresch stated she will work on a presentation for that meeting.

E. Sadowski asked for an update on the Bark River Bridge and St. John's Park Pier. Common Council members asked the Administrator to research this and bring it back to the Common Council.

9. Financial Report

- a. Approve voucher list.

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

- b. Approve February Treasurer's Report.

R. MISKELLEY MOTIONED TO APPROVE THE FEBRUARY TREASURER'S REPORT AS PRESENTED. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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10. Correspondence
 - a. Letter from Waukesha County Parks & Land Use regarding Well Water Analysis – no evidence of bacterial contamination found.
 - b. Resolution from Town of Oconomowoc Authorizing Cooperative Boundary Plan with Towns of Summit, Delafield, Ottawa, Villages of Oconomowoc Lake and Dousman.
 - c. E-mail from Bob Mazurek regarding construction projects.
 - d. Letter from Time Warner Cable regarding Time Warner Cable's "Navigator".
 - e. Letters from Time Warner Cable and AT&T regarding their Interim State-Issued Certificate of Franchise Authority from the Dept. of Financial Institutions.

L. Morrison doesn't understand the resolution from the Town of Oconomowoc and why we received it. G. Gresch stated per the statutes, they had to send us a copy. It does not affect the City; it is only for our files.

11. Adjournment

E. SADOWSKI MOTIONED TO ADJOURN THE MARCH 17, 2008, COMMON COUNCIL MEETING AT 8:30 P.M. J. KRICKHAHN 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