

CITY OF DELAFIELD COMMON COUNCIL MINUTES

CALL COMMON COUNCIL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present Absent

Mayor Ed McAleer

Jeff Krickhahn, Ald.

Beth Leonard, Ald.

Erv Sadowski, Ald.

Michele DeYoe, Ald.

Gerald MacDougall, Ald.

Lynn Morrison, Ald.

Ron Miskelley, Ald.

1.

Marilyn Czubkowski, Administrator

Gina C. Gresch, Clerk/Treasurer

E. McAleer thanked the Fire, DPW, Police Department, and City Engineers for their help with the emergency situation last week. The dam engineers that designed it came out unsolicited and offered solid advice for three days. He thanked all of the citizens who helped with sandbags and thanked the businesses for providing refreshments. He also thanked the DNR and the Town of Summit Police Department. He stated everyone worked so well together, it looked as though it was one department. He thanked DPW Director Tom Hafner and Fire Chief Jack Edwards for their work, going above and beyond the call of duty. J. Krickhahn stated he returned from the Dells area and said he saw their devastation firsthand and that we are fortunate to have proactive staff. B. Leonard stated the City's staff and consulting engineer did a fantastic job. E. Sadowski stated his neighbor had three feet of water and the Fire Department was helping pump out. He also thanked DPW Director Tom Hafner. M. DeYoe stated she called for volunteers and thanked those that responded to her call. As a Common Council and a City, we should be proud of the people that dropped everything to help out. In 19 years of living here, this is the worst crisis situation she's seen. G. MacDougall thanked the kids from his neighborhood that helped with the sandbags. We are proud of the departments watching over the situation, making things happen and keeping everyone up to date. L. Morrison stated many communities work out an elaborate telephone system, which was unnecessary here. You make one call and the rest of the calls go out on their own. R. Miskelley stated he witnessed a spirit of cooperation; members of the DPW and Fire Department were working as one unit. It didn't matter who gave direction the got the job done. He thanked DPW Director Tom Hafner and Fire Chief Jack Edwards. He stated DPW Director Tom Hafner was up at 2:15 am to come back out to direct all the activities. M. DeYoe also thanked Alderperson Miskelley for obtaining multiple pumps from Briggs and Stratton for the City's use. The City is very appreciative of that.

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 JUNE 2, 3 & 11, 2008 COMMON COUNCIL MEETINGS.

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M. DEYOE MOTIONED TO APPROVE THE JUNE 2, 3 & 11, 2008 COMMON COUNCIL MEETING MINUTES AS PRESENTED. 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.

There were no Citizen's Comments for items not on the agenda.

CITIZEN'S COMMENTS FOR ITEMS ON THE AGENDA.

Jenny Pope, 1236 Mill Road, thanked the Architect/Construction Manager Committee members for the time they spent selecting firms. She stated she has followed this process over the past two months and congratulated the group for managing the selection process in a transparent manner. The Committee reviewed 20 lengthy proposals and spent many lengthy meetings understanding this information. Tonight the Committee is making two recommendations to the Common Council for two of the top firms in the state if not county to design our new buildings. She stated the members of this committee have nearly 100 years of combined experience and the selection process was a success. The Common Council made the right decision in appointing these people to this committee. The Committee members did a wonderful job without benefit to themselves, but as a benefit to the community.

L. MORRISON MOTIONED TO CLOSE CITIZEN'S COMMENTS AT 7:10 P.M. G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. CONSENT AGENDA

A. SET 2008 TRICK-OR-TREAT ON FRIDAY, OCTOBER 31, 2008 FROM 6:00 PM TO 8:00 PM.

B. RELEASE OF RECORDED EASEMENT FOR 2503 NAGAWICKA ROAD – SANITARY SEWER.

E. Sadowski asked that item #3a be removed from the Consent Agenda for further discussion.

J. KRICKHAHN MOTIONED TO APPROVE CONSENT AGENDA ITEM #3B. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

E. Sadowski asked for clarification on when Trick-or-Treat normally is and commented on Daylight Saving Time, which is the first Sunday in November. M. Czubkowski stated normally Trick-or-Treat is on a weekday, but this year it falls on a Friday. Parents would much rather prefer it to be on Friday night at a later time when parents are home and so the children don't have to worry about as much traffic.

E. SADOWSKI MOTIONED TO APPROVE CONSENT AGENDA ITEM #3A. R. MISKELLEY 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, 2010.
 - A. SEAN ZINGLER, IXONIA; DAYBREAK MOBIL
 - B. TARYN RODENBECK, MUKWONAGO; DELAFIELD BREWHAUS

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- C. BARBARA J. VOGELER, PEWAUKEE; DELAFIELD AMERICAN LEGION
- D. STUART WILLICOMBE, HARTLAND; APPLEBEES
- E. STEVEN BERGUM, HARTLAND, NYLC

L. MORRISON MOTIONED TO APPROVE THE TWO-YEAR BARTENDER LICENSE(S). G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

G. Gresch stated Barbara Vogeler has resolved her issues with the Police Department.

- 2. "CLASS B BEER CLASS B LIQUOR" – 1 YEAR LICENSE TO EXPIRE JUNE 30, 2009.

A. JESSICA A. KRUESEL, N20 W29957 GLEN COVE ROAD, PEWAUKEE; THE ORIGINAL GALLERY CO., DBA JESSICA'S CAFÉ, 601 MILWAUKEE STREET, DELAFIELD, JESSICA A. KRUESEL, AGENT, SUBJECT TO PAYING DELINQUENT LIQUOR RELATED INVOICES.

E. SADOWSKI MOTIONED TO APPROVE THE "CLASS B BEER CLASS B LIQUOR" – 1 YEAR LICENSE TO EXPIRE JUNE 30, 2009, JESSICA A. KRUESEL, N20 W29957 GLEN COVE ROAD, PEWAUKEE; THE ORIGINAL GALLERY CO., DBA JESSICA'S CAFÉ, 601 MILWAUKEE STREET, DELAFIELD, JESSICA A. KRUESEL, AGENT, SUBJECT TO PAYING DELINQUENT LIQUOR RELATED INVOICES. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

B. PLAN COMMISSION

- 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.

- 2. PUBLIC HEARING FOR LA QUINTA INN & SUITES ON JUNE 25, 2008 AT 7:00 P.M.

M. Czubkowski stated the Plan Commission scheduled a public hearing for La Quinta Inn & Suites on June 25, 2008 at 7:00 p.m.

C. LAKE WELFARE COMMITTEE – (JUNE 11, 2008 LAKE AWARENESS MEETING)

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

L. Morrison stated the Lake Welfare Committee held the Annual Lake Awareness Meeting on June 11, 2008 at the Delafield Hotel. The meeting had a full house. There were discussions about the upcoming action on the boathouse code, new buoy placement plan to be submitted to the DNR, dredging and how it would be paid for, and the new pier regulations. The meeting was very informative and the people asked many good questions. The next Lake Welfare Committee meeting is July 9, 2008 at 6:00 p.m. at City Hall.

D. PARK AND RECREATION COMMISSION

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

The next Park and Recreation Committee meeting will be held on June 23, 2008 at 7:00 P.M.

E. PUBLIC WORKS COMMITTEE – (MINUTES OF JUNE 4, 2008)

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

R. Miskelley stated he advised the Public Works Committee on the Common Council's concurrence regarding the special assessment policy. The committee also discussed how to assess the dredging project. The committee feels they should contact DPW Director Hafner to see what special assessment we currently have on file. The committee also referred the request for two 25 MPH signs on Vettleson Road to the Traffic Safety Committee. Also, the speed survey data is being compiled. L. Morrison asked if the Public Works Committee took into account that the focus group came up with. R. Miskelley stated yes, Lake Welfare Committee Chair Kent Attwell was at the Public Works Committee meeting and discussed that with the committee. He stated the Public Works Committee wants to make a recommendation but wants to be consistent.

F. DEL-HART COMMISSION

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

The next Del-Hart Commission meeting will be held on June 17, 2008 at 7:00 P.M.

G. POLICE AND FIRE COMMISSION

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.

H. LIBRARY BOARD – (MINUTES OF JUNE 10, 2008)

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

The next Library Board meeting will be held on July 8, 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.
2. JUNE 12, 2008 HEARING DETERMINATIONS:
 - A. DELC 0751.078, 2420 WOODLAND PARK DRIVE, FOR PROPOSED GARAGE AND MUD ROOM ADDITION – APPROVED WITH CONDITIONS.

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- B. DELC 0786.032, 1942 WEST SHORE DR. APPEAL FOR PROPOSED ADDITIONS PERTAINING TO MINIMUM INTERIOR SIDE YARD REQUIREMENTS. SECTION 17.57 STATES THAT ANY EXPANSION OF A NON-CONFORMING STRUCTURE REQUIRES A VARIANCE - APPROVED.

3. SCHEDULED HEARINGS FOR JUNE 26, 2008:

- A. DELC 0794.983 - APPEAL FOR PROPOSED DETACHED GARAGE AT 211 S CUSHING PARK ROAD.
- B. DELC 0797.954 - APPEAL FOR PROPOSED REBUILDING OF UTILITY GARAGE AT 203 WOODS DRIVE.

K. PROMOTIONAL AND TOURISM COMMITTEE – (MINUTES OF JUNE 3, 2008)

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

L. Morrison stated the subcommittee met with the strategic planning people and their next meeting is July 1, 2008 at 7:00 a.m. Also, the Delafield Block Party is this weekend, June 20 & 21 along with the 5K Run on June 21. She asked for people to come to the party and to support the City's tourism and Chamber of Commerce.

- 2. UPDATE FROM SUBCOMMITTEE FOR ST. JOHN'S NORTHWESTERN MILITARY ACADEMY 125TH ANNIVERSARY

L. Morrison stated next meeting is July 1, 2008.

L. SIGN REVIEW COMMITTEE

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

M. Czubkowski stated the committee has no report, however staff is gathering information and strategically thinking how we can address illegal signage. Currently, there are 65 illegal signs in the City. Also, in the next Communicator, there will be a questionnaire about the downtown area and it asks for people's opinion about downtown signage.

M. ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE – (MINUTES OF JUNE 4, 5, & 11, 2008)

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

J. Krickhahn stated he concurred with what Jenny Pope stated earlier. Phase One will be complete after the Common Council acts on the Architect and Construction Manager Committee's recommendations. The committee reviewed 20 bids total. He stated it was a pleasure working with everyone and he hopes to work with them more. M. Czubkowski thanked the committee members also. She stated the time they spent was well worth the effort and the work was seamless. The committee did excellent job and everyone was a joy to work with.

N. CITY OF DELAFIELD 50TH BIRTHDAY CELEBRATION - (NOTES OF JUNE 3, 2008)

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

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E. Sadowski stated that numerous people have stepped forward to help plan the celebration. He stated this is a once in a lifetime opportunity for the City and reviewed the preliminary calendar of events. The Legion will take care of all of the July 4 events and the fireworks will be on July 4. The celebration will begin on Friday, July 10, 2009, the City's actual anniversary date. Events for the weekend include: Library hosting a movie night, dignitaries speaking at the opening ceremony, beer tent, Piles of Rhythm, art show, softball tournament, Lion's Club duck race, a pig/chicken roast and maybe Jazz in the Park or a County band. He stated he had a meeting with Scott Steinhorst, Cate Rahmlow and Gina Gresch to review the setup details of the celebration. He stated Scott Steinhorst will assist the Committee with his expertise from planning the prior year's block parties.

The next meeting of the City of Delafield 50th Birthday Celebration Committee will be at the Legion Hall at 3:30 P.M. on Tuesday, July 8, 2008.

2. **DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE CITY OF DELAFIELD MONETARY CONTRIBUTION TOWARDS THE 50TH ANNIVERSARY CELEBRATION AND FIREWORKS.**

E. Sadowski stated the committee needs seed money for down payments for bands, tents, fireworks and other things to get us started. The committee will be using sponsorships, working with Lake Country Publications and the Chamber of Commerce to promote and fundraise. R. Miskelley asked if the Common Council put money in the budget for this. M. Czubkowski stated she researched that and found a lot of discussion, but no motion to put money aside. E. Sadowski stated any money left over from the seed money will be rolled over into 2009's funds. He stated he is looking for about \$9,000. R. Miskelley stated this shouldn't be a problem. B. Leonard asked how we will move the monies around for this. M. Czubkowski stated the money will come out of Council Expenses, but will be tracked under a subaccount. She stated she would prefer that these be run through the City's books and that there is enough in the Council Expenses account as of today. E. Sadowski stated he has already booked a band and needed to pay \$500 for a down payment. He stated any net profits will go to the Delafield Community Fund, however the committee is not trying to make a profit on this event.

E. SADOWSKI MOTIONED TO AUTHORIZE FUNDS NOT TO EXCEED \$9,000 FOR THE CITY OF DELAFIELD MONETARY CONTRIBUTION TOWARDS THE 50TH ANNIVERSARY CELEBRATION AND FIREWORKS. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

J. Krickhahn asked for clarification on the fireworks money. E. Sadowski stated he will also be raising funds to cover that expense, however in order to book a July 4 show-date, we need to sign a contract now. J. Krickhahn thanked him for the clarification.

O. LAKE COUNTRY FIRE DEPARTMENT EXPANSION COMMITTEE MEETING

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

The next Lake Country Fire Department Expansion Committee meeting will be at Nashotah Village Hall at 7:00 P.M. on June 24, 2008.

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P. RECYCLING COMMITTEE

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.

5. OLD BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION ON RESOLUTION FOR GENESEE STREET BRIDGE – **NEXT MEETING.**

M. Czubkowski stated there is nothing ready for item tonight. She stated she spoke with County Executive Dan Vrakas and he is looking forward to receiving this resolution. DPW Director Tom Hafner stated throughout the course of events of this week the City's engineers looked at dam. They noticed the headwalls look like they are failing. Also, the County Officials were looking at it every day. He stated he feels the structure can withhold very high water loads. He is concerned if the headwall were to fail, that would open up the sub-grade of the road which would cause it to erode, and the City would quickly lose road. Waukesha County feels the pipe structures are in good condition, but the headwalls do need some work. L. Morrison asked about the lake being up 6" versus 15" last week and asked when will the "Slow No Wake" order be lifted. T. Hafner stated as he is slowly closing the dam, there is a significant drop in the water levels. The DNR has asked the City to keep the dam open until there is a constant decline in the water levels. He stated the Bark River is holding steady since mid-day Friday's peak. He stated he hopes the river flow will start to slow down enough so the dam can be opened more. E. McAleer stated there is always water flowing through the dam. T. Hafner stated that is correct and that there are very few days that dam is always closed. He also stated he appreciated the opportunity to meet at the emergency meeting to clear things up.

- B. DISCUSSION AND ACTION ON YAGGY COLBY QUOTE FOR THE ST. JOHN'S PARK FISHING PIER – **NEXT MEETING.**

- C. DISCUSSION AND ACTION ON YAGGY COLBY SMART GROWTH CONTRACT CHANGE ORDER.

M. Czubkowski stated the change order is for a survey to be sent out City wide for Smart Growth. The survey in the next Communicator is being done for the downtown area.

B. LEONARD MOTIONED TO APPROVE THE SMART GROWTH CONTRACT CHANGE ORDER IN AN AMOUNT NOT TO EXCEED \$4,080. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. MAYOR'S REPORT

- a. COMMITTEE APPOINTMENTS.

- I. APPOINTMENT OF CHARLOTTE HALL, KETTLE MORAINES SCHOOL DISTRICT REPRESENTATIVE, TO THE LIBRARY BOARD.

E. SADOWSKI MOTIONED TO APPOINT CHARLOTTE HALL, KETTLE MORAINES SCHOOL DISTRICT REPRESENTATIVE, TO THE LIBRARY BOARD. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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II. APPOINTMENT OF DIRILEE M. CURTIS-COSTA TO THE PLAN COMMISSION.

E. Sadowski stated he is very happy to see Dirilee Curtis-Costa back; this is a good appointment. M. Czubkowski stated she is replacing Keith Strege.

B. LEONARD MOTIONED TO APPOINT DIRILEE M. CURTIS-COSTA TO THE PLAN COMMISSION TO REPLACE KEITH STREGE. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

7. NEW BUSINESS

- A. DISCUSSION AND ACTION TO ADOPT RESOLUTION 2008-20 FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO §66.0703, STATS, FOR THE SANCTUARY DEVELOPMENT.

M. Czubkowski stated the developer has already agreed to this in the Developer's Agreement; it cannot be opposed.

R. MISKELLEY MOTIONED TO ADOPT RESOLUTION 2008-20 FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO §66.0703, STATS, FOR THE SANCTUARY DEVELOPMENT. L. MORRISON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- B. DISCUSSION AND ACTION ON KONTNEY SERVICES QUOTE FOR LAPTOPS, BAGS AND LABOR FOR PAPERLESS PACKETS.

M. Czubkowski stated Clerk Gresch updated the costs of making paper packets. G. Gresch stated on the average, the City will spend about \$3,800 in paper and copying costs. Common Council asked what the payback period for the laptops is. G. Gresch stated one year. R. Miskelley stated in the business world, if you receive a three year payback period, you are doing well. He stated a one year payback period is extraordinary. G. Gresch summarized that the work Kyle Kontney of Kontney Services will be providing at \$70 per hour. G. Gresch also commented on the time it takes to make packets and how time consuming it is for the officers to deliver them. There was discussion about how you obtain your packet, if you need the laptop, if you can take it with you. G. Gresch stated there are many ways a Common Council member can do this. They can either read the packet at home on their own computer or have the laptop set up and ready to go when they get here. Or they can pick up their loaded laptop and bring it back on meeting night; the laptop would stay here after the meeting for the next person to use it. E. McAleer stated this is the right way to go, but we need to keep in mind that current or future alderpeople might not be able to do this. He stated wants to make our information available in manner we can use. L. Morrison asked about using flash drives to bring back information. There was discussion about using the flash drive and purchasing one for each Common Council member to use. B. Leonard stated she would like some training on the email system. G. Gresch stated an update to the webmail is coming and there will be a training session for the upgrade.

G. MACDOUGALL MOTIONED TO AUTHORIZE THE CLERK TO ENTER INTO A CONTRACT WITH KONTNEY SERVICES AND APPROVE THE KONTNEY SERVICES QUOTE FOR LAPTOPS, BAGS AND LABOR AND FLASH DRIVES FOR PAPERLESS PACKETS, E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- C. DISCUSSION AND POSSIBLE ACTION REGARDING LETTERS FROM UNITED STATES POSTAL SERVICE AND KEAN KEMNITZ REGARDING FIRST AND SECOND DISTRICT'S MAILING ADDRESS.

M. Czubkowski stated she has documentation on how to change the City name for the City's mailing address. She stated if this is done, it can only be done once in 10 years. She stated if the City pursues this, it will have to be done for the whole City and a press release would have to go out. She stated Post Office Official Randy Kordus has been helping her understand this. He is willing to come to a Common Council meeting to discuss this.

J. Krickhahn stated he and Alderperson Leonard will have a joint district meeting on about this when the time comes. There was discussion about what happens when the wrong City is written with the correct zip code. M. Czubkowski stated she will contact the Post Office Official and update the Common Council at the next meeting.

- D. DISCUSSION AND ADOPTION OF RESOLUTION 2008-21, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DELAFIELD REGARDING THE 2007 COMPLIANCE MAINTENANCE ANNUAL REPORT SUBMITTAL TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR THE CITY'S WASTEWATER COLLECTION SYSTEM.

T. Hafner stated entities that run wastewater systems are required to submit a compliance report. The City of Delafield received two "A" grades on their report cards. He stated these grades are a reflection of his staff and City Hall staff Accountant Marie Williams and Utility Clerk Susan Johnson.

R. MISKELLEY MOTIONED TO ADOPT RESOLUTION 2008-21, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DELAFIELD REGARDING THE 2007 COMPLIANCE MAINTENANCE ANNUAL REPORT SUBMITTAL TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR THE CITY'S WASTEWATER COLLECTION SYSTEM. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

M. Czubkowski had to leave the meeting.

- E. RECOMMENDATION FROM ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE TO HIRE BRAY AS THE ARCHITECT, SUBJECT TO ATTORNEY APPROVED CONTRACTS.

J. Krickhahn stated the Architect and Construction Manager Committee recommend Bray for many reasons. Out of the three Architects interviewed, Bray was the most qualified and came in as the lowest bid. Being the lowest bid had nothing to do with the recommendation, it just happened that way. Also Bray came highly recommended; there wasn't anyone who didn't like Bray. Even the General Contractors praise Bray. The Construction Manager finalists were asked which Architect they would prefer to work with and they all stated they liked Bray. Bray understands Delafield, the situation the City is in, the money and the passion that Delafield has for this project. B. Leonard stated she went to all of the interviews and all three firms are excellent, but Bray's design was just amazing. She stated Bray customized their presentation for us and they stressed openness in the offices. J.

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Krickhahn stated Bray took several pictures of several original structures downtown and tried to tie in with the look of the Lang buildings, but not so much that it looks like a Lang building. E. McAleer Bray is concerned about the quality aspect. E. Sadowski stated Bray is used to doing municipal construction projects and with working municipal with Construction Managers.

J. KRICKHAHN MOTIONED TO APPROVE THE RECOMMENDATION FROM ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE TO HIRE BRAY AS THE ARCHITECT, SUBJECT TO ATTORNEY APPROVED CONTRACTS. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- F. RECOMMENDATION FROM ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE TO HIRE MORTENSON AS THE CONSTRUCTION MANAGER, SUBJECT TO ATTORNEY APPROVED CONTRACTS.

J. Krickhahn stated there isn't enough he can say about Mortenson. He stated of the three firms that were interviewed, like Bray, Mortenson came out as the lowest bid. He also stated Mortenson is the safest construction company in nation.

J. KRICKHAHN MOTIONED TO APPROVE THE RECOMMENDATION FROM ARCHITECT AND CONSTRUCTION MANAGER COMMITTEE TO HIRE MORTENSON AS THE CONSTRUCTION MANAGER, SUBJECT TO ATTORNEY APPROVED CONTRACTS. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

8. ADMINISTRATOR'S REPORT

A. REPORT OF CITY OFFICIALS

I. ADMINISTRATOR

A. VALLEY ROAD FARMS ADDITION #2 PUBLIC SITE FEES.

E. McAleer stated Administrator Czubkowski had to leave the meeting. If anyone has questions about this, please call or email her. **Clerk's Note: The following is the letter sent to Robert Loepfe Builders on June 5, 2008 for the record. No action is required:**

Per the signed Development Agreement you agreed to pay public site fees of one thousand dollars (\$1,000.00) per lot. We could find no documentation in the file that indicated City Administrator Matt Carlson had agreed to relinquish the public site fees portion of the agreement. After discussion with Mayor Ed McAleer we asked Roger Dupler, City Planner to recalculate the actual parkland dedication required for Valley Road Farms. Per his June 4, 2008 memo, "The actual parkland dedication provided in compensation for Valley Road Farms subdivisions is 3.0506 acres. This dedication satisfies the ordinance requirements". Per our records Mrs. Bostrom also gave a most generous gift not only to Fort Cushing, but also \$55,000 for improvements to the development of the park. The City will issue a credit memo in the amount of \$7,000 for invoice #1979 I will also give a report to the Common Council on June 16, 2008 so that there will be an official record of this action

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B. EMERGENCY PREPAREDNESS PROCESS.

No discussion on this item.

C. SPECIAL ASSESSMENTS FOR WATER AND SEWER NEAR STH 83 AND VETTLESON ROAD.

No discussion on this item.

D. UPDATE ON CITY OF DELAFIELD SIGNAGE AND ENFORCEMENT.

G. Gresch stated she would like to expand on the Administrator's earlier report of the signage issues. She stated the City currently has 67 illegal signs and is working with Planner Dupler to send letters asking sign owners to bring their sign into compliance.

II. CLERK-TREASURER

G. Gresch stated the next Communicator Newsletter is being finalized and she hopes to send it out before June 27.

III. COUNCIL REQUESTS OF FUTURE AGENDA ITEMS.

B. Leonard stated she has a concern about the letter from Oakwood Church regarding the semi-circular road construction. E. McAleer stated this is on the next Plan Commission agenda as well as the Public Works Committee.

J. Krickhahn asked where he could take his concerns about the intersection of STH 83 and Oakwood Road, specifically the timing of lights for pedestrians. R. Miskelley stated that would first go to the Public Works Committee then to the Traffic Safety Committee.

E. Sadowski stated he wants to make sure that Yaggy Colby is aware that the City has a budget for the fishing pier. E. McAleer stated Alderperson Sadowski could communicate that to Yaggy Colby before the next meeting.

9. FINANCIAL REPORT

A. APPROVE VOUCHER LIST

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

B. MAY TREASURER'S REPORT

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

10. CORRESPONDENCE

A. FOCUS NEWSLETTERS.

B. LETTER FROM WAUKESHA COUNTY EXECUTIVE DANIEL VRAKAS REGARDING THE WAUKESHA COUNTY BUSINESS OF THE YEAR AND GOVERNMENT OF THE YEAR AWARD.

CITY OF DELAFIELD COMMON COUNCIL MINUTES

- C. LETTER FROM FEMA REGARDING THE CITY OF DELAFIELD'S FINAL FLOOD PLAIN ELEVATION DETERMINATION.
- D. LETTER AND PACKET FROM WI DNR REGARDING REPORTED CONTAMINATION AT CITY HALL SITE.
- E. LETTER FROM TIME WARNER CABLE REGARDING CHANGE IN CHANNEL LINEUP.
- F. LETTER FROM REINHART ATTORNEYS AT LAW REGARDING OAKWOOD CHURCH REGARDING SEMI-CIRCULAR ROAD CONSTRUCTION.

E. McAleer reviewed the correspondence with the Common Council members.

11. ADJOURNMENT

E. SADOWSKI MOTIONED TO ADJOURN THE JUNE 16, 2008, COMMON COUNCIL MEETING AT 8:13 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