

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 for the August 17, 2009 Common Council meeting:

Present

Mayor Ed McAleer  
Jeff Krickhahn, Ald.  
Erv Sadowski, Ald.  
Gerald MacDougall, Ald.  
Lynn Morrison, Ald.  
Tim Aicher, Ald.  
Tim Schuenke, Administrator  
Gina C. Gresch, Clerk-Treasurer

Absent

Michele DeYoe, Ald.  
Beth Leonard, 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 August 3, 2009 Common Council meeting.

**G. MACDOUGALL MOVED TO APPROVE THE AUGUST 3, 2009 COMMON COUNCIL MEETING MINUTES AS PRESENTED. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

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

**Jim Zahorik, 1948 West Shore Drive**, commented on an issue that is becoming rampant in our City, bagged items in the right of way and in lawns. He showed a bag of what was collected today. He referred to Section 9.17 of the City of Delafield Municipal Code, related to handbill distribution and read the ordinance into the record. On West Shore Drive, there are two homes that are vacant and it's obvious that they are vacant. There are two sets of these bagged advertisement on those lawns. These bagged advertisements are distributed by the Journal and one of their statements on the bag is "because we care". If you want to get a blighted area, start leaving refuse that accumulates. On behalf of West Shore Drive, it would be appreciated if the City sent a letter to the Journal, asking them to have their carriers to put this bagged advertisement in the appropriate receptacle. The ordinance prohibits them from leaving them on the street and in the yards. Some residents have theirs put in the right receptacle, some don't. E. McAleer stated the City will write the Journal about this. L. Morrison stated she lives a half mile up the road and she never gets those. J. Krickhahn stated he too had eight of them under his mailbox and he chased the carrier down to tell them not to deliver to his house.

Citizen's comments for items on the agenda.

**James Seifert, 1708 Bark River Drive**, stated commented on the history of weed harvesting and that the intent of weed harvesting is not to harvest all of the weeds on the lake, or to eliminate all weeds from the shore, nor was it to cater to properties that contract to harvest weed and to pick them up. Weed pickups from piers needs to be stopped as it is not fair to the rest of the community. This is special treatment and they should be special assessed for that service. Weed harvesting is a better option than using chemicals which can harm the lake. At the last Common Council meeting, it was stated that there are properties that get DNR permits to use chemicals, and the Common Council is considering using chemicals also; this is backward thinking. The City tried chemicals once before and the water turned into pea soup. Keep the chemicals out of the lake. He commented to Paul Price and others that stated the dredging will cure the weed problem. He spoke to the DNR representative that approved the dredging permit and they told him that dredging is not an answer to the weeds. He

## CITY OF DELAFIELD COMMON COUNCIL MINUTES

continued to discuss the weeds, the river bottom and the river depth. He commented the DNR told him that the silt trap is not a good plan; it will only catch the heavier materials. The lighter silts, which is the majority of what is being deposited, will continue to find their way into the lake. If the Lake Welfare Committee keeps recommending this, the Bark River needs to be included into the common part of the plan. The proposed plan is not fair; the whole community should have to share in the cost.

**Jim Zahorik, 1948 West Shore Drive**, commented on the weed harvesting and that he is aware that the part time help is ending soon and that the City should advertise for more part time help, especially in this economy. There are plenty of people willing to work part time to make ends meet. He asked the Common Council to consider extending the weed harvesting season. He would rather not see the City use chemicals.

**Joe DeKlotz, 601 Genesee Street**, commented about the agenda item to dissolve the Finance Advisory Board (FAB). He commended the Common Council for working with Department Heads. He believes the FAB was put into place with good purposes, which still exist and its not a good idea to get rid of the FAB. The City has 7,000 residents, 4,700 registered voters, we should be able to find four or five people to volunteer for the FAB. He also volunteered to lead the FAB.

**Dave Gingrass, 3013 Sylvester Drive**, commented on the weed situation and dredging and that the current weed cutting seems appropriate. The first two years he lived on the lake, he didn't have many weed issues. Since the flooding, there has been a huge difference. The weeds are so thick to the west you can walk on them. Also, the weeds are traveling up the east side of the lake going south. Weed harvesting might be something that can be extended for a month or so to reduce the weeds, so that the spring is not so horrible. There has been a dramatic change in the weeds which could choke out the northern section of the lake. He urged the Common Council to act and push forward with extending weed cutting and with the dredging.

**Chuck Hall, 3019 Sylvester Drive**, stated he has lived here for 36years and this the worst year of weeds ever. He encouraged the Common Council to take action to do more weed cutting. He reviewed the weed problem in the early 1980's when he was on the Lake Welfare Committee. He stated he thinks the dredging project would in fact be one way to help prevent weeds and encourages the Common Council to take action on the dredging tonight.

**Al & Victoria Hazle, 3243 Sylvester Drive, statement read by Paul Price**, stated the Hazle's are in favor of any measures to mitigate the weeds. P. Price stated last year was very bad and the weeds rotted in September and October. We have to clean out that crop to stop it from getting worse next year.

**Dick Deniger, 3513 Ridge Drive**, stated he has lived here 47 years on a channel and the weed problem has been the same. The weeds in the channel are solid every year and that he has spoken with the City and the harvesters and there is nothing they can do, and that dogs can walk across the lake on the weeds. He stated the weed harvester should come a day later thru the channel and pick up the floating weeds. He further discussed the channel and the weeds and why the harvesters are doing pier pickups instead of coming down his channel. E. McAleer stated he will find out why they don't come in Mr. Deniger's channel.

**Mike Hausma, 3135 Sylvester Drive**, asked the Common Council to support more weed harvesting and dredging. The general quality of the lake has gone down and anything they can do to push it forward will help.

**Gary Pratt, 3523 Ridge Drive**, supports the extra weed cutting and reminded people that at the last Open Book, both his and Mr. Denigers lots were reduced by \$100,000 each due to the condition of the channel and will be glad to have the assessment increased if the channels are improved.

**Jim Recknage, 2830 Peninsula Drive**, stated his comments are to Mr. Pratt's and that he supports the dredging. The Common Council should be interested in sustaining property values. He doesn't want to

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

have to sell his home based on the condition of the channel. He asked the Common Council and Mayor to do anything they can do to approve the dredging project.

**Dave Daubert, 3330 Bay View Court**, stated he only has his weeds picked up twice a month, whereas the other side picked up weekly. The side that gets picked up less, should be assessed less. E. McAleer stated they should be picked up equally. D. Daubert asked if anyone monitors the lake level, it seems lower. The lake needs works and he will pay his fair share but doesn't want to pay a significant amount more.

**E. SADOWSKI MOVED TO CLOSE CITIZEN'S COMMENTS AT 7:40 P.M. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

3. Consent Agenda

- a. Resolution 2009-18, Resolution Authorizing a Fee Increase in the Sewer Connection Charges by the City of Delafield.
- b. 3-Year HAWS Contract with fees remaining the same as 2009.
- c. Disallowance of Gaborsky and Shirikian Claims.
- d. Police and Fire Department "Protectors" statues.

**E. SADOWSKI MOVED TO APPROVE THE ITEMS ON THE CONSENT AGENDA. G. MACDOUGALL 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. Lori Steiner, Oconomowoc; Pacific Bistro
  - b. Kimberly A Stuart, Waukesha; Delafield Brewhaus
  - c. Anthony Galbari, Oconomowoc, Pick 'n Save
  - d. Justin Anderson, Watertown, Pick 'n Save
  - e. Cheryl Dahlke, West Bend, Pick 'n Save
  - f. Nathan Berg, Pewaukee; Pick 'n Save
  - g. Alice Kochanski, Iron Ridge; Delafield Brewhaus

G. Gresch stated all bartenders passed their background check.

**E. SADOWSKI MOVED TO APPROVE THE TWO-YEAR BARTENDER LICENSE(S). L. MORRISON 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.

c. Lake Welfare Committee – (Minutes of August 12, 2009- No Quorum)

1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
  - a. Lake Welfare Committee Lake Awareness Meeting and Lake Welfare Committee Survey results.

L. Morrison stated Lake Welfare Committee Chair Kent Attwell will make a presentation of the survey results and will show the presentation that was made at the Lake Awareness meeting. Lake Welfare Committee Chair Kent Attwell

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

stated two different surveys were mailed to the residents. The funding formula has changed. It is now based half on front footage and other half is equal share. The properties with larger frontage have a smaller bill than their original estimate; and vice versa. The three channel properties will be included in the common good area. The inlets on the west channels are voluntary, which will reduce the costs of the Bark River property owners by 50%. Any homes to be found in error or that have sand footage, etc. will be removed.

K. Attwell reviewed the proposed referenda language. He stated there is a chance the City will obtain outside funding and the Lake Welfare Committee is confident the City will receive anywhere from \$150,000 and it's possible to exceed \$750,000. Any outside funding will reduce everyone's costs. The Lake Welfare Committee has meetings with these possible outside funding sources within the next three to four weeks about applying.

K. Attwell reviewed the survey results with the Common Council, which the results showed that a majority of people want to move forward with a referendum. He asked the Common Council to approve the two referendum questions tonight.

- b. Resolution 2009-19, A Resolution Directing Publication of Referendum Question Authorizing Public Works Projects for the Public Purpose of Constructing a Sediment Trap at the Mouth of the Bark River.

K. Attwell stated if the referenda pass, that authorizes the City to spend the money; it doesn't mean they must spend the money. L. Morrison stated if the referenda pass, that will allow the City to obtain good bids from contractors. E. McAleer asked if Attorney Hammes has reviewed the resolutions. K. Attwell states yes, he approved them. .

**L. MORRISON MOVED TO ADOPT RESOLUTION 2009-19, A RESOLUTION DIRECTING PUBLICATION OF REFERENDUM QUESTION AUTHORIZING PUBLIC WORKS PROJECTS FOR THE PUBLIC PURPOSE OF CONSTRUCTING A SEDIMENT TRAP AT THE MOUTH OF THE BARK RIVER. G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- c. Resolution 2009-20 A Resolution Directing Publication of Referendum Question Authorizing Public Works Projects for the Public Purpose of Dredging Portions of Lake Nagawicka and the Bark River, and to Restore the Lake Bottom with Native Aquatic Plants.

T. Aicher asked what happens if one referendum passes and the other doesn't. K. Attwell stated the project could still move forward.

**L. MORRISON MOVED TO ADOPT RESOLUTION 2009-20 A RESOLUTION DIRECTING PUBLICATION OF REFERENDUM QUESTION AUTHORIZING PUBLIC WORKS PROJECTS FOR THE PUBLIC PURPOSE OF DREDGING PORTIONS OF LAKE NAGAWICKA AND THE BARK RIVER, AND TO RESTORE THE LAKE BOTTOM WITH NATIVE AQUATIC PLANTS. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- d. Discussion and action on setting Special Election date for Dredging Referendum.

## CITY OF DELAFIELD COMMON COUNCIL MINUTES

K. Attwell urged the Common Council to set a special election date as soon as possible. The DNR permit expires towards the end of 2010. If the City waits until the April Election, the work cannot start until after the DNR permit expires. G. MacDougall how the City is going to pay for this. K. Attwell stated the Lake Welfare Committee has enough money in budget to cover special election costs.

E. McAleer asked DPW Director Tom Hafner his opinion of when the work can begin. T. Hafner stated contractors bid project like this a year before construction; so it's easier for them to bid. There is a limited amount of equipment and staff for this type of project. If a special election can be held in September or October, construction can start in 2010. G. Gresch stated the soonest the election can be held October 20, 2009. There was discussion among the Common Council members of the pros and cons of holding a special election versus waiting until next year. K. Attwell asked the Clerk why the Election couldn't be held on September 29. G. Gresch stated to effectively hold an election and to do everything right, the special election will have to be October 20.

There was further discussion of having a special election now versus next year due to the economy, the amount of voter turnout and the costs to have a special election. G. Gresch stated communities that have special elections with community related issues, generally have a higher turnout than regular elections. There was discussion about having public meetings, information meetings or district meetings. K. Attwell stated the money will come from Lake Welfare Committee budget. There was discussion about how the proposed plan is better than what they have seen before, possible inflation of project costs and how fast the residents would feel the affect of the project on their tax bill.

**J. KRICKHAHN MOVED TO SET THE LAKE DREDGING SPECIAL ELECTION DATE AS TUESDAY, OCTOBER 20, 2009, SUBJECT TO THE LAKE WELFARE COMMITTEE PAYING THE SPECIAL ELECTION COSTS, UP TO \$7,600. L. MORRISON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. MOTION CARRIED WITH ONE NAY BY E. SADOWSKI.**

- d. Park and Recreation Commission
  - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

T. Aicher stated the Park and Recreation Commission is working on the 2010 budget and the five year plan. The St. John's Bay pier grass quality is not what we contracted with the supplier for, so the DPW Department is going to monitor the growth. The pier is open and usable.

- e. Public Works Committee – (Minutes of August 5, 2009)
  - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

G. MacDougall stated the Public Works Committee is working on a Golf Road Feasibility Study and picked four people for a sub-committee to review the RFPs. The PWC is also reviewing the proposed Wal-Mart expansion, more specifically the stormwater management plan and the traffic analysis. The PWC asked Wal-Mart to study upgrading the Hillside Drive intersection with level C intersection which could include traffic lights, or a stop sign or roundabouts. L. Morrison stated the Milwaukee Street pond is looking good. T. Hafner stated more plantings are coming September but he is pleased with the progress so far. L. Morrison asked if the water will always be at the level it is now. T.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

Hafner said yes, and anything over the five feet mark spills over. If water is coming in at a high rate, then there are alternative discharge points.

f. Del-Hart 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.

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 August 11, 2009)

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

J. Krickhahn stated the Library Board met and discussed employee attendance policies and other housekeeping items. Next meeting is scheduled for September 8, but was just informed the Common Council meeting is that date due to the holiday. He will check on a new date and report back to the Common Council.

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 August 4, 2009)

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

L. Morrison stated she and two Chamber members worked on the 2010 budget today with Accountant Marie Williams. The Promotional and Tourism Committee has a nice process for those that want donations for advertising events to bring tourism to Delafield. Al Wagner has a successful Corvette show and is thinking of having the national show in Delafield. The committee gave a donation to Mr. Wagner for his September 13 show. Also, the Curling Club received a donation, which will be used to advertise their numerous curling events this year. The next few events the City needs to start thinking about is Halloween and Christmas in Delafield.

l. Lake Country Fire Commission – (Minutes of August 5, 2009 & August 12, 2009)

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

G. MacDougall stated the Fire Commission hired an attorney on an hourly basis. Fire Chief Jack Edwards presented merger updates. The Fire Commission's main responsibility is hiring a Fire Chief. They will be developing a job description which will be used for the current position and for future hiring.

**CITY OF DELAFIELD COMMON COUNCIL MINUTES**

The next Lake Country Fire Commission is Tuesday, August 18, 2009 at 7:00 p.m. at the Nashotah Village Hall.

- m. Lake Country Fire Board – (Minutes of August 6, 2009)
  - 1. Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

G. MacDougall stated both Fire Chiefs updated the Fire Board on the integration of all of the departments. The reviewed replacing the scuba gear. Also, Alexander, the company that does EMS billing, will prepare a three year contract for EMS billing for the new Fire & Rescue Department. Also, the Fire Board selected M&I Bank as their depository. The Fire Board also approved asking the three municipalities for a \$10,000 advance to get them started.

The next Lake Country Fire Commission is Thursday, August 27, 2009 and Wednesday, September 3, 2009 at 7:00 p.m. at the Nashotah Village Hall.

5. Old Business

- a. LOMR Update.

T. Hafner stated he reported at the last meeting the DNR wanted more info. He and Yaggy Colby are compiling that info and they still need some signatures from other communities. It should be submitted within a week or two.

- b. Discussion and action on City Special Assessment Policy.

G. MacDougall stated everyone received assessment policy in their packet and it was sent out prior to the packet so everyone would have time to read it. Citizens have expressed frustration with how special projects are handled and paid for. Maybe the City doesn't haven't a clear special assessment policy. The Public Works Committee suggested reviewing the policy but wanted guidance from the Common Council. There was discussion about how prior projects have been presented to the public. There was more discussion about coming up with the best ways to special assess for different projects, like sewer, water or sidewalks and doing the update in sections. T. Schuenke stated he doesn't think it's a good thing to the policy update in sections. Possibly some comprehensive engineering studies on how to bring sewer and water to areas should be done while updating the policy on how to special assess for those items. G. MacDougall suggested the Common Council work on the verbiage and work on the mapping later.

T. Hafner stated the Public Works Committee is looking for feedback from the Common Council on what the Common Council's preference is on how to assess for projects. E. McAleer stated he wants is to be consistent. T. Hafner stated currently the City assesses based on front footage for streets, water and storm sewer installed by the City. T. Aicher stated he is leaning towards a per parcel charge because it makes the most sense. The Common Council decided to study this for the next Common Council meeting and come back with suggestions.

- c. Discussion and action on Lake Nagawicka Weed Harvesting.

T. Hafner stated he spent time in between Common Council meetings following up on shoreline complaints. The Common Council also received the weed harvesting plans and documents requested at the last meeting. He reviewed the proposed costs to extend harvesting to the middle to the end of October. He also stated per the DNR, extending weed harvesting to mid October will make not make the weeds better, when in fact, it could make it worse. By cutting that late, the harvester could cause artificial fragmentation which could create a slight increase

CITY OF DELAFIELD COMMON COUNCIL MINUTES

in the milfoil in spring. He also stated that the weed harvesting effort capture about 90% of the weed, which the DNR feels is a good job.

To expand weed harvesting into mid October would cost approximately \$5,000. In addition to use a regular full time employee, the City is losing opportunity costs by not having that full time employee work on regular DPW work, which there is plenty to do. There was discussion about hiring part time people to extend weed cutting versus having a regular full time employee do the work. There was further discussion about possibly starting weed harvesting earlier next year. T. Hafner stated weed harvesting starts the week before Memorial Day and the NE Quadrant needs to stay in tact for fish spawning. Also, they have a hard time finding weeds to cut in early May and late September. Currently, weed harvesting is schedule to end September 11 or 12.

There was discussion about putting more money in the 2010 budget for extra weed harvesting hours. T. Hafner stated he can include more money in the budget, but the Department Heads have already been given direction to cut budgets by 1-2%. If he adds money here, it will have to come out of something else.

6. Mayor's Report

- a. Discussion and action to re-appoint John Wyssling to the Police & Fire Commission.

**E. SADOWSKI MOVED TO RE-APPOINT JOHN WYSSLING TO THE POLICE & FIRE COMMISSION. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

7. New Business

- a. Discussion and action to dissolve the Finance Advisory Board due to lack of volunteers and to allow City Staff to work with the Common Council on the budget.

T. Schuenke the Finance Advisory Board (FAB) doesn't have a defined purpose. They are also not accountable for the budget, nor do they implement it; that is the Common Council's responsibility. It is up to Common Council, Department Heads and the Administrator to be sure the budget works. G. MacDougall stated at one time he thought the FAB was a good idea, but they have never produced anything and he agrees with the Administrator. E. Sadowski stated he and J. Krickhahn were on the Common Council when the FAB was created by the FAB. It was created to have more eyes on the budget, but it slowly dwindled and has not seen a lot come out of that committee. G. MacDougall stated the FAB hasn't functioned like he thought it would. E. McAleer stated he sees no reason for keeping the FAB. With the new Administrator and the current Common Council, there is 100% transparency in what we do. At this point, the FAB isn't necessary.

**G. MACDOUGALL MOVED TO DISSOLVE THE FINANCE ADVISORY BOARD. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. MOTION CARRIED WITH ONE NAY BY T. AICHER.**

8. Administrator's Report

- a. Report of City Officials
  - i. Administrator
    - a. Building Project Update

T. Schuenke stated as you may have noticed things are really starting to take shape. The Public Works addition is ready for enclosure and is expected to be ready for occupancy on 09-28-09. Work then will begin on a phased remodeling of the existing Public Works facility. The masonry work has started on the Public Safety building and structural steel will be installed soon. The completion date for the Public Safety Building has been pushed back 3 weeks to December 11. The reason for the delay has to do with the lead paint abatement issue we had

## CITY OF DELAFIELD COMMON COUNCIL MINUTES

with the old storage build on the DPW site. The building was located at a critical location and work had to be delayed (in May) to accommodate. Things are back on track, though we will be set back about 3 weeks. The delay has no harmful effects and actually works to our advantage as it will give us more time to prepare our temporary sites for relocation. It will also allow us to finish the 2010 Budget before we have to move. We have run into a major problem with the installation of an underground tank for fire suppression for the Public Safety building. The problem has to do with the high water table on the site and the proximity of the tank location to the existing Public Works facility. Given the issues we have had with the site and dewatering (I remind of the problem we had when trying to install the sewer), we felt it prudent to do some additional testing and monitoring of the soil and ground water conditions adjacent to the Public Works building (see below). The additional tests concluded dewatering for the underground tank would put the Public Works building at serious risk. The engineers are recommending we use an alternative means to provide water for the fire suppression system. Three alternatives have been looked at and we are gathering more information on the most feasible one, so we can make a decision as to how to proceed. The three alternatives are: sheeting, an above ground tank, and a high capacity/deep well. While no decisions on this have yet been made, the third alternative appears to be the best. Putting sheeting in will cost an additional \$100,000 or more, and it is not certain it will work. Putting the tank above ground is not a good option as the site is already very tight and there is little room for any more structures. It would also negatively affect the aesthetics of the site. Putting a high capacity well in to provide both the potable water for the buildings (which we have to do anyways) and water for the fire suppression system is expected to cost no more, and perhaps less than putting in the underground tank. The well will be a private well put in for the exclusive use of these buildings and it will be sized accordingly. Mortenson is currently researching this issue and we should know in a few weeks as to how we are going to proceed. Beyond construction issues, we are also working to prepare to move and move in. Bids are currently being solicited for moving services. We should have these to you at the first meeting in September. In addition, bids are also going out soon for the additional furnishings we will need for the new buildings (we will take with us everything we have that has any value). We hope to have those to you in September or October.

T. Schuenke reported on the Change Orders for the new buildings. There have been five change orders since he last reported on them. Two of them resulted in no change in cost. One of these involved the location coordinates for the proper layout of storm and sanitary sewer manholes. The other clarified a dimensional discrepancy in the plans. A third change order was for plumbing and equipment for a fume hood in the evidence processing room in the Police Department. The fume hood had been inadvertently left out of the plans. The cost was \$9,982. The item was budgeted at \$8000. The fourth change order was a revision of the methane extraction system approved earlier. The system was previously approved at a cost of \$45,301. CD Smith has proposed an alternate method of installation and this has resulted in a cost savings of \$18,014. The fifth change order was to the contract of Giles Engineering (they are doing the materials and structural testing on the site). The change was to have them bore and collect soil samples adjacent to the public works build in advance of the dewatering needed to install the underground fire protection tank for the public Safety building. We felt the additional testing and monitoring was needed given our recent negative experience on the site with dewatering (for the sanitary sewer) and the fact the tank was to be located within 40 feet of the existing DPW building. The cost for this was \$2,779. (See above for an explanation of the results of the testing).

## CITY OF DELAFIELD COMMON COUNCIL MINUTES

T. Schuenke discussed the Public Safety Project Budget. The July project budget update is attached. While the amount of money we've spent to date is not significant (\$1,445,529 out of \$11,732,952) it is important to look at our project contingency. The contingency will rise and fall as we approve change orders, so it is a pretty good gauge of where we are at. Our contingency started out at \$623,250 and it is now projected at \$578,934. This includes accounting for the light poles discussed above. It also includes a credit for the fact that we are saving money through owner direct purchase of materials (thus avoiding paying sales taxes). Therefore, at this point in time, it would seem we are doing rather well. Of course it's still early and this can change.

T. Schuenke discussed the Mortenson Monthly Project Report. Attached is monthly project report from Mortenson. This is the June report and they advise they will provide one monthly from now on. He suggested the Common Council look through the report as it does contain information beyond what I have provided.

i. Discussion and action to purchase light poles.

T. Schuenke stated in early 2008 it was determined that the City would furnish the light poles for the project. The heads for the lights are part of the construction contracts, but the poles are not. In all we need 24 poles for both sites and that includes 6 new ones on Main Street as recommended by the Public Works Committee in 2008 (two light poles will also be placed in inventory). The poles will be the same ones used on Genesee Street. The heads will be somewhat different in that the light emanating from them will be more so cast downward. We have taken proposals on the poles and have gotten two back. The low proposal is from Graybar of West Allis at a cost of \$2,362.82 per pole or a total cost of \$56,707.68. The project budget includes 12 poles in it estimated to cost \$18,000. There are two reasons why the budget differs so significantly from the actual cost. The first is the cost per pole. In 2003 the poles cost us about \$1200 per pole. The project budget estimated the cost to be \$1500 per pole. The second reason has to do with the number of poles. The project budget only allowed for 12 poles and we need 24. The reason for the increase is twofold. First, as noted above, the Public Works Committee added 6 poles on Main Street to the project. This basically extends the street lights to just past the Public Safety building. Second, the discrepancy in the number of poles has to do with why we are buying the poles separately in the first place. Back in early 2008 when the decision was made to buy the poles separately it was assumed the City could use poles out of inventory and buy the rest to make up the difference. We do not have enough poles in inventory to dedicate them to this project. At the current time there are 8 poles in inventory and Director Hafner advises that is the minimum number we should have on hand. It is recommended we accept the proposal from Graybar for 24 light poles at a cost not to exceed \$56,707.68. The additional monies for this will come from project contingency. As noted below the project contingency has ample dollars in it to cover the cost increase.

E. McAleer stated if too many poles are installed, it could be too bright for those residents. T. Schuenke stated these lights will reflect downward. L. Morrison stated when poles were put up on Genesee Street there were too many put up too close together. Will these new lights be spread out? T. Schuenke stated he can't answer that at this time. E. McAleer suggested the Common Council study this further by sending it back to

## CITY OF DELAFIELD COMMON COUNCIL MINUTES

the Public Works Committee. There was further discussion about not using as many light poles and keeping them for other places.

E. Sadowski asked when the temporary space's lease starts. T. Schuenke October 1, 2009 and there is a lot of work to make those spaces usable. The lease can be extended past October 2010 if needed. The Civic Center is expected to be completed late summer 2010.

ii. Clerk-Treasurer

G. Gresch stated the new GovQA Citizen Message Center is up and running and works very well. There are people signed up for each category and have received the Plan Commission Public Hearing Notice and the Common Council agenda. The following is a list of items that we are using the Citizen Message Center for:

- Board of Zoning Appeals Agendas
- Common Council Agendas
- Dog License Reminders
- Fire Department Events
- Important Election Dates to Remember
- Library Specials with Restaurants
- Newsletter
- Plan Commission Agendas
- Police Department - Emergency Situations
- Police Department - Neighborhood Crime Concerns
- Police Department Needs Your Assistance
- Public Hearing Notices
- Public Works Snow Emergency
- Special Police Department Events
- Woodchips Ready / Ran Out

Can use for district emails too.

G. Gresch also stated the Fall Communicator Newsletter articles are due by September 18, 2009. It is estimated to be mailed on September 30.

iii. Council requests of future agenda items - NO DISCUSSION OF REQUESTED ITEMS.

E. Sadowski asked if the Common Council could receive an update on the Sanctuary. T. Schuenke stated the City is currently in litigation, but he could get a confidential memo if the Common Council requested on.

E. Sadowski asked if the Milwaukee Street pond is functioning. T. Schuenke stated T. Hafner updated the Common Council on this earlier and it is completed and functioning.

L. Morrison stated she would like to go back to having three minute citizen comments. E. McAleer stated he gives everyone a chance to talk, however if they filibuster, he will cut them off.

T. Aicher asked if there is any update on the Mill Pond. T. Schuenke stated not at this point.

9. Financial Report

- a. Approve Voucher List

CITY OF DELAFIELD COMMON COUNCIL MINUTES

**E. SADOWSKI MOVED TO APPROVE THE VOUCHER LIST AS PRESENTED. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. Approve July Treasurer's Report

**E. SADOWSKI MOVED TO APPROVE THE JULY TREASURER'S REPORT AS PRESENTED. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

10. Correspondence

- a. Focus Newsletter.
- b. Letter from resident regarding Vettleson Road Speed Limit.
- c. DNR Floodplain Newsletter.
- d. St. John's Northwestern Military Academy 125<sup>th</sup> Anniversary Schedule of Events.
- e. Letter from Waukesha County Parks and Land Use regarding the Nashotah Park Dog Exercise Area opening.

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

11. Adjournment

**E. SADOWSKI MOVED TO ADJOURN THE AUGUST 17, 2009, COMMON COUNCIL MEETING AT 9:40 P.M. L. MORRISON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

Minutes Prepared By:

Gina C. Gresch, MMC/WCPC  
City of Delafield Clerk-Treasurer  
Waukesha County