

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 September 21, 2009 Common Council meeting:

Present

Mayor Ed McAleer
Jeff Krickhahn, Ald.
Beth Leonard, Ald.
Erv Sadowski, Ald.
Michele DeYoe, Ald.
Gerald MacDougall, Ald.
Tim Aicher, Ald.
Tim Schuenke, Administrator
Gina C. Gresch, Clerk-Treasurer
Jim Hammes, City Attorney

Absent

Lynn Morrison, Ald.

SPECIAL ORDER OF BUSINESS: Lake Dredging Project Update.

a. Report of Lake Welfare Committee on Proposed Methodology for Special Assessing Dredging Costs.

Lake Welfare Committee Chair Kent Attwell gave a presentation on the surveys. K. Attwell stated 25% of the total cost is to be paid by everyone; 75% of the costs is to be paid by everyone who lives on the lakes, with the largest % being paid by the lake property owners who are being dredged in front of their property. Any funds we receive from outside funding sources will be used to reduce any of the above costs. K. Attwell reviewed his presentation with the Common Council. ***Clerk's Note: The attachment is on file in the Clerk's Office and attached to these minutes.***

b. Discussion of process for moving forward with the dredging project and special assessments.

J. Hammes stated if the referenda questions pass, the Common Council is authorized to go forward and obtain bids for the projects. The first step in the process is to adopt a resolution with intent to levy assessment. The City Engineer prepares a report which establishes an assessment schedule and files it with the Clerk. The Clerk schedules a public hearing for input on the two issues. Input is taken at the public hearing about going forward with the projects and the method of special assessment charges. The Common Council then decides if the City should move forward with the projects. If they do, the Common Council adopts a final resolution for special assessment as recommended by the City Engineer or as modified by the Common Council. This is about a 60 day process from the time the Engineer prepares the report to the public hearing.

E. Sadowski asked what if the bids costs come in higher or lower than the estimated amounts. J. Hammes stated the referenda give the Common Council authorization to move forward with the project up to a certain dollar amount. If the costs come in higher the Common Council can't proceed with the project; the project has to come in at cost or less. B. Leonard asked about the assessment formula made by the Lake Welfare Committee and why it is in the referenda questions. J. Hammes stated the formula itself is not in the questions. K. Attwell the Lake Welfare Committee has made it clear at all of their meetings that the final decision is up to the Common Council. There was further discussion about who decides the final formula and assessment amounts. J. Hammes stated those decision are up to the Common Council. B. Leonard asked if the Common Council should be explaining the opt out policy before the public hearing. J. Hammes stated that should be addressed after the public hearing but before the resolution is adopted, if the referenda pass. There was further discussion about opting out,

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why it's difficult, who qualifies for it, and that the Common Council needs to be cautious if they adopt an opt out procedure.

E. Sadowski asked if there will not be any weed cutting in the dredged areas for five years. K. Attwell stated that is something that has to be negotiated with the DNR. B. Leonard asked about a re-vegetation plan and asked if it is being explained to everyone in the channels and bays. K. Attwell stated yes, a few people are asking about re-vegetation, but more people are curious about the project costs. B. Leonard asked how many community meetings have taken place. K. Attwell stated there have been many and the Lake Welfare Committee has been contacting others in the project areas to sponsor meetings at their home. B. Leonard asked if there will be any public meetings. K. Attwell stated the Lake Welfare Committee would like one for the non-lake people, however the lake property owners are having smaller individual meetings at their homes.

J. Krickhahn asked if the silt trap will be dredged deeper than normal. K. Attwell stated the dredging in that area and increases to a 1:4 slope. E. Sadowski asked if the individual properties referendum passes and the sediment trap doesn't, will the Lake Welfare Committee support the results and how long with the dredging last if the silt trap isn't installed. K. Attwell stated if one of the referenda questions fails, the other project can still move forward. K. Attwell stated controlling the Bark River sediment is important and it's important that it pass. He stated he is trying to educate people about the importance of the sediment trap. If the sediment trap doesn't pass and isn't installed, the other dredging project results might not last as long. If the whole project is passed it could last 20-25 years. E. McAleer stated it's going to be up to the Common Council to decide to only go forward with one of the projects if only one is approved at the election.

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 September 8, 2009 Common Council meeting.

B. Leonard stated on page 12 she would like it added to the minutes that she requested a list of the dredging meetings that will be held. She stated she is not sure of how many meetings are being held since they are being held in private homes.

E. SADOWSKI MOVED TO APPROVE THE SEPTEMBER 8, 2009 COMMON COUNCIL MEETING MINUTES WITH CORRECTIONS. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. Citizen's comments for items on the agenda.

Jim Zahorik, 1948 West Shore Drive, lives in the middle of the west channels and complimented K. Attwell for the meeting he held last Saturday which put a different light on opting out. He went into further detail about a group of property owners, where they live and what their sediment problem is like and how they feel about opting out of the dredging project. His area would like to opt out since they have favorable lake conditions, which would be taken into consideration after the bids and public hearing are completed. He encouraged the Common Council to consider letting property owners opt out of the dredging project. E. McAleer opting out will be discussed after the bids are received, the preliminary resolution is adopted and the public hearing has been conducted. J. Zahorik stated opting out should be discussed and acted on before the bids come back. E. McAleer stated he doesn't think it can be done that way.

Dave Daubert 3330 Bay View Court, stated this project is robbing from the poor and giving to the rich.

Jim Shanklin, 1906 West Shore Drive, stated he has wanted to opt out of the dredging project since the beginning. He was at the public hearing at the Delafield Hotel in February and he got the feeling that most of the people there were against it, however the survey cards indicate people are in favor of

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this project. If the City has an \$7,000 they should give it back and waiting to have the election until April. He stated he is tired of the City spending money they don't have.

Jim Seifert, 1708 Bark River Drive, stated he is hearing opposite funding formulas at the meetings he's attended. If the City wants this project to move forwards, the whole community has to be behind it and everyone should have to pay for it. He asked why the City wants to punish the lake property owners by paying for the majority of the project. The lake property owners already pay more because they are on the water. He referenced the survey card which stated a new assessment letter would be sent before an election would be held and now the process is happening backwards. E. McAleer stated the City cannot send accurate assessment letters without accurate bid numbers. J. Seifert stated he is trying to get a handle on what has been done between the February 2009 public hearing and now. E. McAleer stated the Lake Welfare Committee changed the funding formula and the Common Council approved a special election. J. Seifert stated the funding formula changed and the Lake Welfare Committee moved three channels to the common good area and that really bothers him. J. Seifert discussed further the Bark River property owners, opting out of the project, how deep the silt trap will be dredged and how it is determined what areas are special assessed and paid for out of the general taxes. J. Seifert stated he wants to know what his assessment will be after the Bark River is in the common good part of the project and properties have opted out before the election so he knows how much it will cost him and how to vote.

Al Zeitlow, 3312 Bay View Court, stated he is speaking tonight as the President of the Nagashotah Shores Association. He read a statement about why the dredging projects should be passed, and how the City has set standards and precedents that we all live with. The precedents that have been set are road, building, pond, boat launch and park maintenance, dam repair, weed cutting, etc... He stated the City set a standard in with the Bark River Sediment trap, which the whole city is going to be paying for. Why is the Bark River basin being treated different than the rest of the lake? He reviewed numbers with the Common Council on how to divide the costs equally among all taxpayers. A. Zeitlow stated the Village of Nashotah isn't even sure if they will participate in the dredging project and that they haven't even been formally approached.

Barb Eaves, 3218 Nagawicka Avenue stated he is hearing that people don't understand the project and that they do not want the dredging to happen. If the large areas opt out, what will be left to the project and who will be left to pay for it? She stated she is most concerned about the election, that the City is asking the majority of the voters to vote on something that would affect the minority of the voters. The City also needs to make it very clear what the benefit of the dredging project is. This dredging will not raise her property value; that has been ill conceived or ill communicated.

Pat Boyle 3224 Nagawicka Avenue, stated the survey card misrepresented the project; the questions on the survey should have been worded differently. People are in favor of dredging but not the funding formula. She too reviewed numbers with the Common Council and how much she estimated dredging would cost her. Also there are other costs to the property owners besides the dredging. She will also have to replace her permanent pier. M. DeYoe asked if anyone saw the actual surveys. B. Leonard stated he saw each of them. Many of them had comments that they are in favor of the project, but not in favor of the funding.

Jim Seifert, 1708 Bark River Drive, commented about the arsenic adding substantial costs to the project, and after reviewing the engineering report, there won't even be testing for arsenic. E. McAleer stated the DNR is requiring a different method to dredge because of the arsenic was found. B. Leonard stated Yaggy Colby has stated the opposite opinion to that question. J. Romanowski stated Yaggy Colby has not been a part of that discussion, it was probably Foth. J. Seifert stated the arsenic is insignificant according to the DNR.

Citizen's comments for items not on the agenda.

Jim Zahorik, 1948 West Shore Drive, thanked the Common Council and Administrator Schuenke for the effort put forth to clean up the City from the advertising that was thrown on the ground; it is a night

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and day difference. He also has had two discussions with the administrative people at the Journal and they realized their errors. It is nice to have an Administrator that gets results. He stated on another issue, he has 10 acres south of I-94 on CTH C and in 17 years he never had problems with theft. On August 28, 2009 someone broke into his steel pole building and stole over \$14,000 of machinery and motorcycles. Within five days, two other businesses were broken into in other municipalities. He asked everyone to be watchful, help you neighbors and to share any information you have with the police. The economy is no excuse to steal. Also there was an article in the Waukesha Freeman and Lake Country Reporter about a meeting with the DOT and City Officials about roundabouts. One of them located in front of his green houses along with four others on CTH C. He's not for or against them, but if there is any way of slowing traffic down on CTH C this might be fruitful. There will be increased traffic flow over the bridge as more businesses come in. He asked the Common Council to look at this with an open mind for traffic flow and that it needs to be slowed down to make the community safe.

Gerry Holton, 485 Lillian Court, passed out maps on the proposed five roundabouts on CTH C. He read a statement about the roundabouts and preliminary plans. There may be some merit to bridge improvements and three of the roundabouts. He asked who or what is driving this plan? He asked questions about the park and ride lot, wetlands and why the roundabout's placement are proposed to be on private land. He realizes the DOT could be serious about this plan. He stated he realizes the Common Council can't discuss this tonight, but they should insist on meeting with the DOT, County and State representatives. He asked this issue be placed on the next Common Council agenda for discussion.

E. SADOWSKI MOVED TO CLOSE CITIZEN'S COMMENTS AT 8:45 P.M. G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 3. Consent Agenda
 - a. Public Works Department Equipment Sale.

G. MACDOUGALL MOVED TO APPROVE THE ITEMS ON THE CONSENT AGENDA. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 4. Committee Reports - Report on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.

- a. Licenses
 - 1. Bartender license – 2 Year Licenses to expire June 30, 2010.
 - a. Alexander Dinamarca, Waukesha; Twist 'n Olive
 - b. Giannina Basulto, Dousman; Qdoba Mexican Grill
 - c. Allen Czarnecki, Jr., Delafield; PDQ
 - d. Lynn Eggers, Pewaukee; Milwaukee Street Traders
 - e. Laurie Krmpotich, Delafield; Milwaukee Street Traders
 - f. Garin Hoffmann, Nashotah; Milwaukee Street Traders
 - g. Hilary B. Ebert, Ixonia; Milwaukee Street Traders
 - h. Alisha R. Worden, Hartland; Milwaukee Street Traders
 - i. Jamie L. Stegman, Delafield; Milwaukee Street Traders
 - j. Carl Lange, Waukesha; Anderson's Pub & Grill
 - k. Sherri Krantz, Delafield, Milwaukee Street Traders

G. Gresch stated all operators passed their background check.

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

- b. Plan Commission

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There was nothing to report at this time.

- c. Lake Welfare Committee – (Minutes of August 25 & September 9, 2009)

There was nothing to report at this time.

- d. Park and Recreation Commission

There was nothing to report at this time. M. DeYoe stated she and B. Leonard attended the Nashotah Park Dog Park grand opening. It is a really nice park and she highly recommends going.

- e. Public Works Committee – (Minutes of September 2, 2009)

There was nothing to report at this time.

The next Public Works Committee meeting will be held on October 7, 2009 at 7:00 P.M.

- f. Del-Hart Commission – (Minutes of September 15, 2009)

B. Leonard stated Del-Hart discussed the Sawyer Road and Bark River projects. They also discussed their investment policy, issues with St. John's Military Academy DUE's and submitting an article about Bio-Solids in the next newsletter.

- g. Police and Fire Commission

There was nothing to report at this time.

- h. Library Board – (Minutes of September 8, 2009)

J. Krickhahn reminded everyone about the Art Auction and Wine Tasting on Saturday, October 10 at the Fish Hatchery. He asked if the event can be placed on the City's website under "What's New". G. Gresch stated yes. J. Krickhahn stated the Friends of the Library is looking to top last year's \$6,000 goal.

- i. Board of Zoning – (Minutes of September 10, 2009)

G. MacDougall stated the non-conforming garage was approved.

- j. Promotional and Tourism Committee

There was nothing to report at this time.

- k. Lake Country Fire Commission

There was nothing to report at this time.

- l. Lake Country Fire Board – (Minutes of September 3, 11 & 17, 2009)

J. Krickhahn stated the Fire Board hired Hector DelaMora. There is a joint meeting scheduled for the week of October 19.

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5. Old Business

a. LOMR Update.

There was nothing to report at this time.

b. Discussion and action on City Special Assessment Policy.

G. MacDougall after reviewing the policy further, he realized the current policy is a good one, but the City needs to enforce it. He would like the City to create a resolution that will be adopted on put on file with each project so it can be referenced by those parties involved in the project. B. Leonard stated there are some issues that need to be addressed such as the pass through of utilities; does the City assess the developer or the property owner? There was further discussion about specific issues that could come up during a special assessment project and how they should be handled separately. G. MacDougall asked if the Common Council can direct Yaggy Colby to review the policy and come back with suggestions. M. DeYoe asked the Common Council to send their comments and questions to Jim Romanowski. G. MacDougall agreed and asked the Common Council to send their comments in the next couple weeks to Engineer Romanowski, however, the Common Council will require a quote first. J. Romanowski stated it won't cost much as the policy only needs to be fine tuned. E. McAleer agreed and stated it will be on the next Common Council agenda. If it is not ready by then, it can be put on the one after that.

G. MACDOUGALL MOVED TO DIRECT ENGINEER ROMANOWSKI OF YAGGY COLBY TO REVIEW THE COMMON COUNCIL'S QUESTIONS AND COMMENTS REGARDING THE CITY'S SPECIAL ASSESSMENT POLICY AND BRING BACK TO THE COMMON COUNCIL FOR FURTHER DISCUSSION. E. SADOWSKI SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION WAS CARRIED.

6. Mayor's Report

a. Discussion and action to accept resignation of Jenny Pope from the Park & Recreation Commission.

E. SADOWSKI MOVED TO ACCEPT THE RESIGNATION OF JENNY POPE FROM THE PARK & RECREATION COMMISSION. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION WAS CARRIED.

b. Discussion and action to appoint Darrell Pope to the Park & Recreation Commission.

G. MACDOUGALL MOVED TO APPOINT DARRELL POPE TO THE PARK & RECREATION COMMISSION. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. MOTION WAS CARRIED WITH ONE ABSTENTION BY E. SADOWSKI.

7. New Business

a. Discussion and action on creating a Citizens Speed Watch Program.

Chief Scott Taubel stated this subject was brought up before. He checked with the City's insurance company and we are covered under the liability insurance. The City of Greenfield operates this program and is successful. Two citizen volunteers check speeds from their own car, marked with magnets. The volunteers monitor traffic and send warning letters to the speeders. The City of Greenfield puts all volunteers through a nine week Citizen's Academy and they are training on how to use a radar. He reviewed how the radar units are put into rotation, calibrated and how much they costs. It would cost the City \$500 to \$800 to start the program, not including the time spent by the officers to do the training. He is concerned that there won't be any volunteers. We will need at least two willing to sit in a car for two hours on a regular basis. There will be continual training as volunteers come and go.

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There was further discussion about where the volunteers would be monitoring and that they shouldn't be in an area where they would not monitor those people that they know. There was discussion about creating a joint program, finding volunteers and that the City should have volunteers lined up before spending any money. Chief Taubel stated he can write up a newsletter article if there is still time to get it in. G. Gresch stated yes, there is time.

8. Administrator's Report
 - a. Report of City Officials
 - i. Administrator
 - a. Building Project Update – August 2009

T. Schuenke stated the project continues to move forward at a steady pace with no significant delays. The monthly report from Mortenson which will update you on the building progress is in the Common Council packet. In other matters, we have received a permit from the DNR for a high capacity well for the Fire suppression system. Also, we have made application for and are processing a "Ready for Reuse Grant" from the DNR for the cleanup of the contaminated soils on the civic center site. The grant requires various public notifications and hearings and those are being taken care of. Also, we had taken proposals on furnishings for the Public Safety Building, the Public Works Facility, and the City Hall. The Library's furnishing needs have not yet been determined and will be put out to bid when ready. The bids received are currently being tabulated and evaluated and should be ready at the first meeting in October for action. We are also putting together an RFP for the build out necessary for the temporary spaces for the City Hall and the Library. The City Hall space is relatively simple, but as you might expect the temporary space for the Library is much more involved and extensive. We would hope to have something to you in October as well. In fact, if we are moving in December or January, we need to get something to you in October so we can have the spaces ready when we move.

T. Schuenke reviewed the Change Orders, which there have been 11 change orders since he last reported in August with a net effect \$2,468. Also, the project budget summary is attached. The figures are as of August 31st. Currently, taking into account all of the recent actions taken (the new roof at DPW, the street lights, and all the above change orders), the contingency remaining is \$432,166. We began the project with a contingency of \$623,250. Mortenson is doing a super job monitoring the budget and they are helping us put together an RFP for the temporary space build out, which they are not charging us extra for, its part of the project. They have been a big help to him. B. Leonard asked for a % of completion. T. Schuenke stated he doesn't have an official one. Most of change orders have come from site issues, bulk of them is out of the way and the contingency fund is for both projects.

- b. Discussion and action on recommendation of Investment Advisor Services.

T. Schuenke stated at the last City Council meeting, we had presentations by two companies who provide investment advisory services to municipalities. They were Community Investment Advisors (CIP) and Wisconsin Investment Services Cooperative (WISC). It is to our benefit to enter into an agreement with one of these firms so we can realize a higher return on our investments while still maintaining a low level of risk and a high level of liquidity. The monies to be invested would be our surplus funds as well as our bond proceeds. Besides earning a higher rate of return, we would also gain significantly because either of these firms would regularly perform a cash flow analysis for us which would make sure we keep our money earning money when we can. Right now, we do

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not have enough staff to do an in depth cash flow analysis and this would be a big help. The City could gain an additional \$10,000 to \$20,000 per year in investment income on our surplus funds by doing this. We would also gain on our funds available for capital projects, but the amount would depend upon the amount borrowed and the timing of disbursements. He recommended the City engage the services of CIP for these services. He believes both firms would do a good job for us, and that he believes that CIP is an affiliate of Ehlers and Associates is a positive for them as Ehlers is our financial advisors. A copy of the proposed agreement is in the Common Council packets and asked the Common Council to approve this subject to review by the City Attorney.

E. Sadowski stated going to town board and getting investments would be easier, he didn't understand what this all invites for investing. T. Aicher how is the rate return structure. Is there a difference between the RR between the two? T. Schuenke CIP rate of return is better. T. Aicher from a risk standpoint how does that weight into his decision. T. Schuenke it's not a concern, plenty of support with their ties. After talking with them, town bank doesn't provide the amount of protection that we need. CIP has a larger network of banks that we can spread out our investments. E. Sadowski a lot of money with bonding, the quicker we get started the better.

E. SADOWSKI MOVED TO APPROVE THE CITY ENTERING INTO AN AGREEMENT WITH CAPITAL INVESTMENT PARTNERS PER ADMINISTRATOR'S RECOMMENDATION. G. MACDOUGALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION WAS CARRIED.

c. Discussion and action to award Audio/Visual RFP.

T. Schuenke stated the City has taken proposals on Audio Visual Equipment and Installation for the new facilities. We received four proposals. They are:

- Roscor \$110,256
- AVI \$116,811
- Miles Production Group \$58,229
- AVM \$81,535

T. Schuenke stated the City has been assisted in this process by Chris Knowlton of 3rd Coast Media who currently does our video production for us for our Council and Plan Commission Meetings. Chris helped us put together an RFP and helped us evaluate the proposals. Mr. Knowlton advises the reason Miles is less is because they are using less expensive and less sophisticated equipment. Further, their installation and miscellaneous costs are much less. He has worked with them before and recommends accepting their proposal. He advises the equipment they are recommending for us will meet our needs. It should also be noted Clerk/Treasurer Gina Gresch has worked with Miles in the Town of Vernon and she also recommends them. The building program budget includes \$50,000 in it for audio visual for all sites. (It may be worth noting, the Plan B Committee simply listed \$135,000 for electronic equipment for all sites. I assume this to include network equipment as well. He estimates the City will need to spend a total of about \$60,000 - \$70,000 on network upgrades by the time we are done, so we should remain below the \$135,000 recommended by Plan B). I attach for your review the proposal of the Miles Production Group. Several points should be made about what is in it. You will note \$23,329 of the total is for the new City Council Chambers. This equipment will give us full production capacity and will provide better sound and viewing for the audience than we currently have. The configuration calls for two projection screens which will be located so as to give

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the audience and the Council full view of what is being presented. The Public Safety building, which also acts as our Emergency Operations Center has a cost of \$23,232. The remainder of the cost is for the Library and Public Works at \$5,809 each.

T. Schuenke stated that the proposal for the Public Safety Building includes a 46 inch TV monitor for the Fire Department day room and the Police Department Squad Room. It also includes 12 nineteen inch inexpensive monitors (\$300 each) for the various offices and work rooms. I point this out as I do not want there to be any misunderstanding as to why they are included. They are included because this building is not only for Police and Fire, but also serves as our Emergency Operations Center. Important in both of those uses are communication and information. Information and communication are key in any emergent situation (weather related or otherwise) and having ready access to the news or reporting agencies is important. As Chief Edwards has pointed out to me "the news media has more helicopters in the sky than we do." Certainly the TV in the Fire Department day room is for watching TV. The others are not. They are tools we use to assist us. He recommended the proposal of Miles Production Group in an amount of \$58,229 be accepted.

T. Schuenke stated the City received recommendations from City of New Berlin and Village of Germantown, both are very happy with Miles Production Group and his services, equipment and installation. The Mayor had asked about warranty of equipment that won't be installed until the Civic Center is built. Mike Miles of Miles production stated he will warranty the equipment from the time its installed for one year, rather than the time it was purchased. T. Aicher asked if we can defer the receipt of the City Hall and Library equipment. He is concerned that what the City receives for the money now will be different later. There was further discussion about taking the equipment now versus later. It was determined that the equipment will only be stored for a few months, as it will be installed as the building is being constructed. T. Schuenke stated we bid it this way in hopes to receive a volume discount. It was also noted there was a typographical error in the bid. The anticipated construction and installation date should have been 2010, not 2011.

E. SADOWSKI MOVED TO AWARD THE AUDIO/VISUAL RFP TO MILES PRODUCTION GROUP AT A COST NOT TO EXCEED \$58,229. J. KRICKHAHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION WAS CARRIED.

- ii. Clerk-Treasurer
 - a. October 20, 2009 Special Election & 3rd Quarter Communicator Newsletter

G. Gresch stated the October 20, 2009 Special Election is just around the corner. The ballots have been printed and Absentee Voting begins September 30. Residents can begin requesting ballots and they will be mailed to them on September 30, 2009, or stop by City Hall and vote in the Clerk's Office. You must be a registered voter to receive an Absentee Ballot. Please remember that you need to be a resident of the City of Delafield to be a registered voter. To be a resident, you must live here for 10 days prior to the election and be able to prove residency (bank statement, credit card bill, etc.) and complete the Voter Registration Application. Please call the Clerk's Office for more information. She also stated the 3rd Quarter Newsletter is scheduled to be mailed on September 30. Per the Common Council's request after the last Communicator, each article now has a byline.

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She also thanked the Common Council for donating money to the Nashotah Dog Park.

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

M. DeYoe requested the proposed CTH C roundabouts be on the next Common Council agenda.

B. Leonard asked that leaf pickup and disposal be on the next agenda. She also asked if the agenda packet items can be distributed as they are received. G. Gresch stated that is hard to do as she receives the items one at a time, and sending them out piecemeal will become confusing. E. McAleer stated the Common Council can always defer items to the next meeting if they need too. T. Schuenke agreed that sending packet items out piecemeal wrecks the transparency we have.

G. MacDougall requested the City's Special Assessment Policy and the Engineer's comments be on the next Common Council agenda.

E. Sadowski asked that K. Attwell's presentation be uploaded to the TV and website. G. Gresch stated she will do this as soon as it is received.

J. Krickhahn requested discussion on a pedestrian crosswalk at Oakwood Road and STH 83 and Village Square and STH 83. E. McAleer suggested that the Public Works Committee discuss that first.

9. Financial Report

- a. Approve voucher list

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

- b. Approve August Treasurer's Report

E. SADOWSKI MOVED TO APPROVE THE AUGUST TREASURER'S REPORT AS PRESENTED. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

10. Correspondence

- a. Focus Newsletter

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

11. Adjournment

E. SADOWSKI MOVED TO ADJOURN THE SEPTEMBER 21, 2009 COMMON COUNCIL MEETING AT 9:50 P.M. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Minutes Prepared By:

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