



**CITY OF DELAFIELD
MEETING AGENDA
COMMON COUNCIL**

Mayor: Kent Attwell

Council President: Alderperson Tim Aicher

Alderpersons: Wayne Dehn, Matt Grimmer, Danielle Henry, Paul Price, Mark Schaefer, Jackie Valde

March 20, 2023

7:00 PM

City Hall, Council Chambers
500 Genesee St.

Regular Meeting
[YouTube Link](#)

1. Call to Order

The meeting was called to order at 7:00 PM.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Alderpersons Present: Danielle Henry, Ald. D1
Mark Schaefer, Ald. D2
Jackie Valde, Ald. D3
Matt Grimmer, Ald. D5
Paul Price, Ald. D6
Tim Aicher, Ald. D7

Alderpersons Excused: Wayne Dehn, Ald. D4

Also Present: Kent Attwell, Mayor
Tom Hafner, City Administrator/Director of Public Works
Molly Schneider, City Clerk

4. Special Order of Business:

- A.** Resolution 2023-05, a resolution extending appreciation to District 4 Alderperson Wayne Dehn.

Motion by Aicher, seconded by Valde, to adopt Resolution 2023-05, a resolution extending appreciation to District 4 Alderperson Wayne Dehn.

All in favor. Motion carried.

5. Approval of the Following Meeting Minutes

- A.** [March 6, 2023](#) Regular Meeting and Public Hearing

Motion by Aicher, seconded by Grimmer, to approve the minutes of the March 6, 2023 Regular Meeting and Public Hearing as presented.

All in favor. Motion carried.

6. City of Delafield Citizen Comments

Jim Zahorik, 1948 West Shore Drive - Spoke regarding the Public Hearing for the St. John's Pier permit. Noted that the current weed harvesting permit limits the depth of harvesting to at least 12 inches of plant material to be left in so as not to disturb the sediment. There are also limitations regarding the maximum width of the channel and weed cutting in St. John's Bay. The area is a sensitive area and weed cutting will remain limited. This will be a hazard and should be noted via signage. This location is not ideal for the pier for these reasons.

Susie Thompson, 700 Milwaukee Street – Spoke regarding the item for yard waste collection. This would be a nice addition for those with small yards. The previous commenter brought up interesting information regarding the proposed pier. Appreciated the list of bands playing at Liberty Park.

Hearing no one further who wished to speak, Citizen's Comments were closed.

7. Consent Agenda

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.

- A. Proclamation for the City of Delafield observance of Arbor Day on April 28, 2023.

Motion by Aicher, seconded by Price, to approve the Consent Agenda, as presented.

All in favor. Motion carried.

8. Boards, Committees, and Commission Reports

Reports by Council Members on discussion and action taken at previous meetings, future agenda items, and upcoming scheduled meetings. No discussion or action on these reports, unless specifically listed on this notice.

A. Licenses

- 1) Discussion and possible action regarding the 2022-2023 application to grant a Class B Combination Alcohol Beverage Retail License (300 seat Minimum Exception) to The Commodore, 1807 Nagawicka Ave, Hartland, WI 53029; Agent: Christian Damiano; with issuance pending the applicant providing DATCP or Waukesha County health inspection certification to the City Clerk.

Schneider explained that the license cannot be formally issued until health inspections are completed after the renovations are complete. The applicant would just like to get this item taken care of as soon as possible, therefore the license could be granted with issuance pending the inspections.

Motion by Aicher, seconded by Valde, to grant the Class B Combination Alcohol Beverage Retail License (300 seat Minimum Exception) to The Commodore, 1807 Nagawicka Ave, Hartland, WI 53029; Agent: Christian Damiano; with issuance pending the applicant providing DATCP or Waukesha County health inspection certification to the City Clerk.

All in favor. Motion carried.

B. Plan Commission

- 1) Commission Report by Ald. Aicher

No meeting, no report. The items for consideration are ongoing and there is another meeting on March 31, 2023. Developments are coming through for consideration.

- 2) Discussion and possible action on the following items:

- a) DELC0753999002, 3115 HWY 83. Owner: The Farmhouse 1848, LLC. Applicant: Whitney Shneyder. Applicant requests approval of a Conditional Use Amendment to allow the event facility as a principal use without the requirement to operate a bed and breakfast.

Note: The Plan Commission recommended approval on February 22, 2023.

Whitney Shneyder, 3115 HWY 83, was present to discuss the proposal.

Aicher noted that the Common Council had updated the ordinances to approve event barns. This event barn meets the approved requirements.

Attwell noted there was an added amendment for consideration that allowed for outdoor music. The decibels for consideration on the amendment for outdoor music would be 60 decibels. Shneyder clarified what decibels relate to as far as noise level and noted that 60 decibels is the high end expected for outdoor music.

Valde explained that 80 decibels would be similar to a talkative restaurant.

Attwell noted there hadn't been noise complaints for years.

Motion by Aicher, seconded by Price, to approval of a Conditional Use Amendment to allow the event facility as a principal use without the requirement to operate a bed and breakfast, and to include the amended condition presented on March 20, 2023 regarding outdoor music to allow up to 60 decibels for the property located at DELC0753999002, 3115 HWY 83.

All in favor. Motion carried.

- b) DELC0792992, 1307 Genesee Street, DELC0792074, 439 Saint Johns Road; DELC0792069 & DELC0792078, 411 Saint Johns Road; and DELC0792073 & DELC0792060, unknown addresses on Wisconsin Avenue and Saint Johns Road. Owner: Hendricks Commercial Properties LLC. Applicant: Chris Miller, Miller Marriott Construction. Applicant seeks approval of a Preliminary Plat to develop a 30-lot single-family subdivision.

Note: The Plan Commission recommended approval on February 22, 2023.

Chris Miller, Miller Marriott, was present to discuss the proposal.

Schaefer asked about the tree removal. Tree removal was discussed. Several hundred trees would be removed, but many of those are dead or dying. They have done their best to save the protected trees on the

property. They are also working on the pathway connection related to the St. John's Arch. Aicher noted there were not requests to deviate from the City's tree mitigation plan.

Motion by Aicher, seconded by Grimmer, to approve the Preliminary Plat to develop a 30-lot single-family subdivision for the properties located at DELC0792992, 1307 Genesee Street, DELC0792074, 439 Saint Johns Road; DELC0792069 & DELC0792078, 411 Saint Johns Road; and DELC0792073 & DELC0792060, unknown addresses on Wisconsin Avenue and Saint Johns Road.

All in favor. Motion carried.

C. Lake Welfare Committee

1) Committee Report by Ald. Price

The Lake Welfare Committee is working on pond maintenance. There is an Ordinance change being considered and the estimate for the cost for the change is high. The Lake Welfare Committee is concerned about the costs and they will have to put it out until next year. Discussion occurred regarding the process for updating or changing the code.

D. Park and Recreation Commission/Tree Board

1) Committee Report by Ald. Schaefer

No meeting, no report.

E. Public Works Committee

1) Committee Report by Ald. Grimmer

No meeting, no report.

F. Del-Hart Commission

1) Commission Report by Ald. Aicher

No meeting, no report. The next meeting is March 21, 2023.

G. Police Commission

1) Commission Report by Ald. Valde

There is a meeting scheduled for March 22, 2023 at 5:30 regarding personnel changes.

H. Library Board

1) Board Report by Ald. Henry

The Director has provided an update which is included in the ePacket. March 28 is the Friends of the Library fundraiser at Culver's in Wales.

2) March 2023 update from the Library Director highlighting what is occurring at the Library.

I. Zoning Board of Appeals

1) Board Report by Ald. Valde

No meeting, no report.

J. Promotion and Tourism Commission

1) Commission Report by Ald. Schaefer

Promotion & Tourism Commission is working on the marketing plan for the year, and they are looking at the target audiences. There is an accounting error from one of the hotels regarding the hotel tax and Promotion & Tourism Commission is working with the business to make this correction.

K. Lake Country Fire and Rescue Commission

L. Lake Country Fire and Rescue Board

1) Board Report by Ald. Grimmer

No meeting, no report. The next meeting is Wednesday March 22 at 5:00 PM. There are upcoming informational sessions at the LCFR Delafield station.

Attwell encouraged residents to reach out to Alderpersons. Valde added there was a District 3 meeting scheduled and Chief Fennig would be present to discuss the referendum.

M. Other Committees, Commissions, and Boards

1) Deer Management Committee

a) Committee Report by Ald. Henry

No meeting, no report.

9. Unfinished Business

10. Mayor's Report

Report by the Mayor to the public regarding recent events attended, awards and commendations, and upcoming events. No discussion or action shall take place by members of the Council unless otherwise listed below.

11. New Business

A. Discussion and possible action regarding Ordinance 814, an Ordinance to Repeal and Recreate Section 2-194(7) of the City of Delafield Municipal Code to update the Order of Business.

Hafner explained that this moves the Deer Management Committee in the Order of Business in the municipal code under the regular committee section.

Motion by Henry, seconded by Aicher, to approve Ordinance 814, an Ordinance to Repeal and Recreate Section 2-194(7) of the City of Delafield Municipal Code to update the Order of Business.

All in favor. Motion carried.

B. Discussion and possible action regarding a proposed yard-waste drop-off program for City residents.

Hafner explained that the yard waste removal project with Waste Management ended when the City went with John's for this. The yard waste program through John's would be an estimated \$3000.

Henry asked about the number of times the dumpster would need to be emptied and what the size of the dumpster would be and also asked for clarification on what yard waste would be. She noted concern about there being a possible underestimation of the usage. Hafner explained that the likelihood is that most residents will not load up mass quantities of yard waste to dump.

Schaefer pointed out that in District 2, many people burn leaves and leave them unattended. There is a safety issue and cutting back on the burning would be a good thing. Grimmer noted that burning leaves may still be the easiest option but supports the yard waste dumpster as an alternative.

Aicher asked if the dumpster could be staged so that residents did not have to lift items into the dumpster. Hafner explained that there will be times that the dumpster will be easily accessible, but otherwise there would be a staff member onsite to assist when necessary.

Discussion occurred regarding the cost and the possibility to limit the use and costs.

Motion by Aicher, seconded by Schaefer, to approve the proposed yard-waste drop-off program for City residents.

All in favor. Motion carried.

Price asked about the cost to utilize a truck that sucks up the leaves. Hafner stated this is very expensive. Discussion occurred about the viability of this option in the City.

C. Discussion and possible action regarding the request from the Delafield Arts Foundation to waive the Event permit fees for their seven events for the 2023 Entertainment Series.

Patricia Barwig, 1832 West Shore Drive, was present to speak regarding the request on behalf of DAF.

The events were presented in the packet.

Hafner noted that this had been done for DAF events previously. Schneider confirmed this had been done in the past and the City has a long-standing history of supporting DAF in this manner.

Schaefer pointed out the items that the City had done already to support the program. Grimmer pointed out the Common Council has a history of supporting organizations in the City that directly provide support and benefit to the economy and quality of life in the City.

Motion by Grimmer, seconded by Valde, to approve the request from the Delafield Arts Foundation to waive the Event permit fees for their seven events for the 2023 Entertainment Series.

Henry asked about the fee per event. Barwig noted it was a \$50 fee per event.

All in favor. Motion carried.

- D. Approval of Vouchers Payable report for reporting dates of 3/7/23 – 3/20/23 in the amount of \$169,745.24 for accounts payable and \$116,516.60 for payroll.

Motion by Aicher, seconded by Henry, to approve the Vouchers Payable report for reporting dates of 3/7/23 – 3/20/23 in the amount of \$169,745.24 for accounts payable and \$116,516.60 for payroll.

All in favor. Motion carried.

12. Report of City Officials

A. City Administrator

Hafner reiterated that there are two open houses for the LCFR referendum.

Price asked about an update for the street weight limitations. Hafner explained that the City needs approval for signage.

B. City Clerk

- 1) Referendum mailer sent out prior to the first absentee mailing.

Schneider explained the mailer had been out in the mail prior to the absentee mailing and the flyer was very obvious to the purpose.

Discussion occurred regarding the appreciation that the mailer was obvious in purpose.

- 2) First group of about 400 absentee ballots mailed on March 14th, 2023.
3) Election reminder
a) In Person Absentee Voting starts March 21, 2023.
b) VOTE APRIL 4, 2023.

C. City Treasurer

D. Council requests for future agenda items

Note: No discussion on requested items

13. Correspondence

14. Adjournment

Having no further business, the meeting was adjourned at 7:52 PM.

Minutes approved: April 17, 2023

Minutes prepared by: Molly Schneider, City Clerk