



**CITY OF DELAFIELD  
MEETING MINUTES  
COMMON COUNCIL**

*Mayor: Kent Attwell  
Council President: Alderperson Tim Aicher  
Alderspersons: Wayne Dehn, Matt Grimmer, Danielle Henry, Paul Price, Mark Schaefer, Jackie Valde*

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Monday, May 16, 2022

7:00 p.m.

City Hall, Council Chambers  
500 Genesee St.

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**Regular Meeting**

**DRAFT**

[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**

**Alderspersons Present:** Danielle Henry, Ald. D1  
Mark Schaefer, Ald. D2  
Jackie Valde, Ald. D3  
Wayne Dehn, Ald. D4  
Matt Grimmer, Ald. D5  
Paul Price, Ald. D6  
Tim Aicher, Ald. D7

**Also present:** Kent Attwell, Mayor  
Tom Hafner, City Administrator/Director of Public Works  
Amy Barrows, City Planner  
Molly Schneider, City Clerk

**4. Public Hearing:**

**A. Public Hearing #1:**

**Topic:** Amend text of Chapter 7 – Land Use Element of the City of Delafield 2030 Comprehensive Plan and related map amendment to Map 7-4 Master Land Use Plan Map

**Location &**

**Owner:** DELC0798964, 310 Genesee Street, Owner: Ryan Eisenhut  
DELC0798962, 302 Genesee Street, Owner: William & Judy Pawlicki  
DELC0798946005, 226 Genesee Street, Owner: Bradley & Marcia Stocks  
DELC0798958, 208 Genesee Street, Owner: Jacob & Jacquelyn Feutz  
DELC0798957, 200 Genesee Street, Owner: Jeffrey Rademacher & Nancy Harvey  
DELC0798954 & DELC0798953, 124 Genesee Street, Owner: Michelle Kelly  
DELC0798892, 600 Poplar Path, Owner: City of Delafield

**Applicant:** City of Delafield

**Matter:** Amend the text of the 2030 Comprehensive Plan by creating a Special Use Area in the Central Business Land Use category that would allow an extension of low-intensity business uses on the east side of Genesee Street between I-94 and the property owned by Town Bank at 400 Genesee Street, along with other minor related text modifications. The request includes modifying Map 7-4 City of Delafield 2030 Master Land Use Plan

Map from Medium Density Residential (4U/Acre) to Central Business – Special Use Area #1 for the properties listed above, except for the property owned by the City of Delafield. The Land Use Plan Map category for the Delafield Cemetery owned by the City of Delafield will be modified from Medium Density Residential to Institutional.

Barrows explained the Land Use Plan amendment for consideration. The proposed Ordinance amends the cemetery property to institutional and expands the central business area to seven properties east of Cushing School. There had been several meetings. The area is predominantly residential. There was concern from the property owners about what type of commercial uses would be there. The end result was to require the potential commercial uses to come in with individual proposals for approvals. The Land Use Plan does not require for any change to occur but creates a step in the direction for rezoning if it were to be desired in the future. The recommended uses for there are quite limited. The Economic Development Focus Group had intended this to be an expansion of the home office type business, but without the residential use. There is a proposed change for one property, but on a corner lot with access off of Poplar Path.

*Mayor Attwell opened the Public Hearing at 7:10 PM.*

Marcia Stocks, 226 Genesee St. - Objects to the change. The property at the southern part of the proposed lots to be changed had been marketed as possible commercial, even though it was zoned residential. This has been reversed engineered to avoid spot zoning to accommodate that property.

Barbara Bannon, 700 Poplar Path - Hasn't heard discussion about addressing the traffic on Poplar Path. There is a significant amount of traffic and there should be a study done before the dental office is approved. There was a recent accident.

Phil Kasun, 1208 Genesee St. - Is concerned about the proposal. The owners do not support the change. This change would force the owners out. What benefit does business have versus medium density residential? Why would the city push this change, as an alleyway might be necessary and would be expensive? Valuing individual rights is important and changing land use over the desire of the property owners does not protect individual rights.

Jaqueline Fuetz, 208 Genesee St. - Moved here six years ago. Wanted to live somewhere where there was a residential area close to a walkable downtown. There is more commercial property available than residential property, what purpose is there to replace the residential with commercial. They will search for a new home if this change moves forward. She understands the difference between a Land Use Plan and rezone, but this will ultimately determine the neighborhood in the long run.

Nancy Rademacher, 200 Genesee St.- Moved here 26 years ago. The location is great and wanted to live in residential area. The commercial change will change the feel of the neighborhood over time. Losing the security of residential is upsetting. Any increase in traffic is going to be a big impact.

Michelle Kelly, 124 Genesee St. – Is the applicant that intends to put the dental office in this area. The current dental office location is open 28 hours a week and will be a low impact business. ATC would like the parking lot to make the power lines easier to maintain. Also owns the home on the adjacent property is currently intends this to remain a residential property. The proposed building for the business is structured to look like a home. There is no place to build in Delafield and the only way to expand will be to take over homes. This has been happening in the downtown area. The proposed change will not impact the neighborhood. The traffic is awful, but the traffic is bad everywhere in Delafield. Parking will be onsite.

Jacob Feutz, 208 Genesee St. - The Common Council is voting on approving the process for the Land Use Plan changes. The process has not been favorable for him. The recommendation is to delay the decision to allow for additional notification to the citizens. He is not for the proposal.

Susie Thompson, 700 Milwaukee St. - Noted that there are issues with alleys and that will change the neighborhood feel and there are issues with maintaining alleyways and cost is significant.

*Hearing no one else who wished to speak, the Public Hearing was closed at 7:33 PM.*

## **5. Approval of the following minutes:**

### **A. [April 18, 2022 regular meeting](#)**

*Motion by Aicher seconded by Grimmer, to approve the minutes of the April 18, 2022 regular meeting, as presented.*

*All in favor. Motion carried.*

**B. April 19, 2022 organizational meeting**

*Motion by Aicher seconded by Grimmer, to approve the minutes of the April 19, 2022 organizational meeting, as presented.*

*All in favor. Motion carried.*

**6. City of Delafield Citizen Comments**

Phil Kasun, 1208 Genesee St. – Spoke regarding the Land Use Map - there are three environmental corridors are zoned for potential building. St. John's Plaza should be rezoned from RL-2 to conservancy. The park on Oak Street should be updated to conservancy. The New Spangler preserve should be changed to conservancy like Frog Hollow.

James Soneberg, S90W22970 Rose Ave., Big Bend – Is a candidate running for Sheriff of Waukesha County. He is the School Resource Officer for Kettle Moraine and works closely with Chief Kehl. Just wanted to introduce himself.

**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.

**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 approval of the 2022-2023 Alcohol Beverage Retail Licenses to be granted on June 15, 2022, as required by Wis. Stats. 125.51(c), pending agent background checks.

Schneider explained that the statutes require licenses to be granted on June 15, 2022 if the applications were received prior to April 15, 2022. The licenses up for approval were for the applicants that had supplied completed applications by April 15, 2022. The remainder of the applications would be up for approval at the meeting in June.

*Motion by Grimmer seconded by Dehn, to approve the 2022-2023 Alcohol Beverage Retail Licenses to be granted on June 15, 2022, as required by Wis. Stats. 125.51(c), pending agent background checks, as presented.*

*All in favor. Motion carried.*

At this time Attwell move to 8B2b.

**B. Plan Commission**

- 1) Commission Report by Ald. Aicher
- 2) Discussion and possible action on the following items:
  - a) Ordinance No. 796: An ordinance amending the 2030 Comprehensive Plan Relating to Chapter 7 – Land Use Element and the Land Use Plan Map specific to text amendments related to the Central Business land use category and the expansion of the Central Business land use category with a Special Use Area #1 designation on the Land Use Plan Map. The properties impacted by the land use plan map amendment from the medium density residential category to the expanded central business category with a special use designation would include: DELC0798964, 310 Genesee Street, Owner: Ryan Eisenhut; DELC0798962, 302 Genesee Street, Owner: William & Judy Pawlicki; DELC0798946005, 226 Genesee Street, Owner: Bradley & Marcia Stocks; DELC0798958, 208 Genesee Street, Owner: Jacob & Jacquelyn Feutz; DELC0798957, 200 Genesee Street, Owner: Jeffrey Rademacher & Nancy Harvey; DELC0798954 & DELC0798953, 124 Genesee Street, Owner: Michelle Kelly. The Delafield Cemetery located at DELC0798892,

600 Poplar Path, Owner: City of Delafield, would also be modified from the Medium Density Residential category to the Institutional category.

*Note: Plan Commission adopted Resolution 2022-15 on April 27, 2022 recommending approval.*

Barrows noted that this came to the attention of the Economic Development Focus Group because the southernmost property had been for sale, but there was difficulty selling as residential. This is only to change the Land Use Plan, not to change the zoning.

Barrows reiterated the verbiage in the proposed amendment that requires the Conditional Use proposals to be carefully reviewed individually to determine neighborhood compatibility.

The alleyway was briefly explored, but it was determined that the alley would not be a good fit due to the challenges of the area.

Valde is bothered by the fact that the homeowners do not support the change. The decisions should be made in accordance with the homeowners, they are the taxpayers. This change is not necessary. She did not support this in the Economic Development Focus Group meetings.

Henry asked what this proposal changes for the homeowners? Barrows explained that if someone were to propose a commercial use, they would not be able to make that change because it not in compliance with the Land Use Plan. The area is only zoned for residential. Henry asked about the dental office proposal. Barrows explained that the option would be to convert the area to central business, but with commercial only allowed in a specific zone where the businesses would have access from a road other than Genesee St.

Grimmer asked about the challenges with spot zoning. He understands the proposal as well as the concerns of the citizens. Barrows noted the proposed change is not a zoning change. The recommendation would be that if the whole area were to not be changed than the one property on the corner should just be changed to commercial because the Central Business Area expansion would not be expanding in a contiguous manner. However, this really isn't spot zoning because the process has been planned and thought through.

Valde asked about the former Seven Seas and the zoning there and how it was zoned differently in a residential area? Barrows explained that the property is a legal nonconforming use.

Barrows explained that the Land Use Plan must follow a specific process and the resolution would have to go back to Plan Commission to review the requested changes and then Plan Commission would present another resolution accordingly. Common Council cannot change the resolution on their own.

Henry noted this change gives the homeowners more flexibility with their own property. Dehn clarified that then that does not control the neighbors. Barrows had thought the concerns were addressed with the property owners.

Dehn asked how this is in accordance with the Economic Development Focus Group goal of increasing the city tax base? Hafner stated this would be a very minor addition to the budget increase. Grimmer added that this may be a smaller impact, but the whole of the suggested changes adds together.

Valde would like to see the single property addressed. Henry noted that this would allow for all the properties to determine the course of their property. Attwell explained that the change to commercial would not be automatic. Discussion occurred about the nature of the changes and the effect on the neighborhood.

Aicher supports the plan as a Plan Commissioner but understands the concerns from the residents as an Alderperson. The process to change to commercial would be very stringent. This plan makes more sense than just putting the dental office on the corner. This is similar to the changes that occurred along Milwaukee street to Fireman's Park.

Henry asked what recommendation should be sent back to the Plan Commission. Barrows suggested bringing forward the Land Use Plan change to the to the cemetery and that the boundary of Land Use Plan change be modified to only the southernmost property and to consider the land use category to recommend as part of the change.

*Motion by Henry seconded by Valde, to recommended to the Plan Commission to move forward with the Land Use Plan update for the cemetery and review the change for the ~~southernmost property~~ two southernmost properties and to keep the rest of the properties as they stand.*

*Discussion occurred regarding the need for an additional public hearing for the updated resolution. Aicher asked if the southern two properties were being included, as they have the same owner? Both properties would be recommended for consideration.*

*Henry made a motion to include both of the southernmost properties. Valde seconded the change. The motion was amended as proposed.*

*All in favor. Motion carried.*

- b)** DELC0784971003, DELC0784971004, & DELC0784975, 1100 and 1210 STH 83. Owner: Elmbrook Church, Inc. Applicant: Jennifer Akin. Applicant is requesting a Conditional Use Amendment to allow summer programming, including the installation of a temporary tent to provide shelter for outdoor activities.

*Note: Plan Commission recommended approval April 27, 2022.*

Aicher explained that the church is subject to a Conditional Use which requires changes to the site plan to be approved through a Conditional Use amendment process.

*Motion by Aicher seconded by Henry, to approve the Conditional Use Amendment to allow summer programming, including the installation of a temporary tent to provide shelter for outdoor activities located at DELC0784971003, DELC0784971004, & DELC0784975, 1100 and 1210 STH 83.*

*Dehn asked about a Public Hearing requirement. Aicher stated the Public Hearing was held at the Plan Commission meeting as required.*

*All in favor. Motion carried.*

*Attwell moved to item 8B2a.*

- c)** DELC0742982, DELC0743999006, and DELC0743999009, Unknown address on Nashotah Road. Owner: Hawthorn Farm Properties, LLC. Applicant: John Siepmann. Applicant is seeking an amendment to the Conditional Use Permit for a Planned Unit Development – General Development Plan to accommodate a 13-lot single family subdivision on the south side of Nashotah Road rather than the previously proposed 24-unit development with two units per building. The reduced density on the south side of Nashotah Road will provide for additional density in the future on the north side of Nashotah Road.

*Note: Plan Commission recommended approval April 27, 2022.*

Aicher noted this was a change to the original General Development Plan in that the original proposed multifamily units were changed to single family homes.

John Siepmann, W240N1221 Pewaukee Rd, Waukesha, was present to speak regarding the proposal. The previous plan was summarized, and the updated proposal was summarized.

*Motion by Aicher seconded by Grimmer, to approve the amendment to the Conditional Use Permit for a Planned Unit Development – General Development Plan to accommodate a 13-lot single family subdivision on the south side of Nashotah Road rather than the previously proposed 24-unit development with two units per building located at DELC0742982, DELC0743999006, and DELC0743999009, Unknown address on Nashotah Road. The reduced density on the south side of Nashotah Road will provide for additional density in the future on the north side of Nashotah Road.*

*All in favor. Motion carried.*

### **C. Lake Welfare Committee**

- 1)** Committee Report by Ald. Price

The Lake Welfare Committee elected officers. Mike Hausman remained as chair with Gayle Gaborski as Vice Chair and the Plan Commission rep will also be Hausman. SEH reported on contamination into the lake. The Lake Welfare Committee is going to focus reducing contaminants in the heavy areas. Goose egg oiling has been completed.

### **D. Park and Recreation Commission/Tree Board**

- 1)** Committee Report by Ald. Schaefer

Park and Rec Commission elected Mike Byrnes as chair and David Brabson as chair of Tree Board. Some repair for erosion in Cushing park and other areas were considered. The Free Fishing Day is May 21 at the Fish Hatchery Pond.

### **E. Public Works Committee**

1) Committee Report by Ald. Grimmer

Public Works Committee acted on Nagawicka Heights engineering plans and made recommendation to Common Council include in the capital budget plan extending the Genesee St path to Carriage Hills, but suggested seeking grant funding to further extend to Copperfield. The path should be a minimum of 10 feet to qualify for grant funding.

**F. Del-Hart Commission**

1) Commission Report by Ald. Aicher

There is a meeting next week to vote on officers and get updates on plant upgrade.

**G. Police Commission**

1) Commission Report by Ald. Valde

No meeting, No report.

**H. Library Board**

1) Board Report by Ald. Henry

No meeting, no report.

**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

Reviewed the final proofing of the Visitor Guide. This is a significant update. They are putting a lot of effort into digital availability and will be tackling the trail map updates. The banners have been delivered to DPW to put up downtown and in the Highway 83 district next week.

**K. Lake Country Fire and Rescue Commission**

**L. Lake Country Fire and Rescue Board**

1) Board Report by Ald. Grimmer

Seasonal volumes were thin, and revenues are down, but summer activity is expected to pick up. Leadership training was funded from fund balance. Spoke regarding the Western Lakes referendum which if passed would double the budget for that fire department. Next meeting is Wednesday, May 18<sup>th</sup>.

**M. Other Committees, Commissions, and Boards**

1) [Deer Management Committee](#)

a) Committee Report by Ald. Henry

Henry reported that there had been clarification regarding tree stand locations. The Deer Management Committee is not restricted as the restrictions do not apply to bow hunting so all of the stands will return next season.

Jacob Berg was present to discuss the Deer Management Committee meeting.

- (1) Discussion and possible action regarding Ordinance No. 795: An Ordinance Repealing and Recreating Sec. 34-20 of the City of Delafield Municipal Code

Berg explained the proposed ordinance updates the distance in the current code. The range on bow hunting is 50 yards at best and shooting is downward. Henry noted Wisconsin Statutes allow for city to put restrictions but do not require it. 100 yards is a maximum



distance, but the option could be to go down to zero. Henry noted there is a struggle finding locations that fit the 100 yard bill. This will open more properties to bow hunting.

Price asked if the permit is only during 10-day season. Berg noted this is during bow season. Price asked about the homeowners along the river and suggested a location.

Aicher clarified that the change is to update the distance from other property, but there should still be emphasis on permission to track the deer on other property.

Schaefer is concerned about the lack of oral permission. Grimmer noted there can be issues with oral permission. Hafner explained that the Police Department had a preference of requiring written consent. Chief Kehl still prefers this, but there had been no complaints thus far. There seems to be issue with the written consent regarding the feel for liability. Discussion occurred regarding the fact that if there were no issues thus far, whether written permission is necessary.

Grimmer asked about the goal for the culling amount.

Valde asked Dehn about whether the written permit had been problematic in the past. Dehn found issue with the written consent being required, as the DNR is stating it is not required.

*Motion by Henry seconded by Valde, to approve Ordinance No. 795: An Ordinance Repealing and Recreating Sec. 34-20 of the City of Delafield Municipal Code as written.*

*Henry noted there were changes included to the language from building to home dwelling. Grimmer asked who gets the oral consent. Henry and Hafner clarified the hunter gets the consent.*

*All in favor. Motion carried.*

- (2) Discussion and possible action regarding the recommendation of the Deer Management Committee to reestablish permanently as the Hunting and Wildlife Commission.

Henry noted there had been issues with turkeys in the neighborhood and the Deer Management Committee has been approached regarding the turkey population. This would allow for the Committee to address other wildlife issues. Waterfowl issues would remain with the Lake Welfare Committee. This change would be specifically to address nuisance wildlife management.

The name of Deer and Wildlife Management was suggested by Schaefer.

Hafner asked who would have the authority to determine which animals should be managed? Dehn asked about who would determine the nuisance wildlife. Hafner suggested the Common Council should have the final say regarding the nuisance animals.

Dehn would like to see written documentation of the intended changes.

Hafner noted the intention of the discussion item was to provide direction to the Deer Management Committee move forward with making the changes in an Ordinance.

*Motion by Henry seconded by Price, to approve the Deer Management Committee recommendation to reestablish as the Deer and Wildlife Management Commission.*

*Discussion occurred regarding several Alderperson wanting to see a written proposal before approval.*

*Motion failed with Schaefer, Dehn, Valde, Grimmer, and Aicher voting nay.*

Hafner reiterated that the intention tonight was for the Common Council to provide guidance for the Deer Management Committee and staff to move forward accordingly.

*Motion by Henry seconded by Aicher, to approve allowing the Deer Management Committee to come up with a proposal for a permanent replacement to Deer Management Committee and bring back at a later date.*

*All in favor. Motion carried.*

## 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.

#### A. Discussion and possible action on the following items:

- 1) Accept resignation of Susan Buchanan from Del-Hart Commission

*Motion by Aicher seconded by Henry, to accept the resignation of Susan Buchanan from Del-Hart Commission.*

*All in favor. Motion carried.*

- 2) Accept resignation of Tracy Murn from the Board of Review

*Motion by Aicher seconded by Henry, to accept the resignation Tracy Murn from the Board of Review*

*All in favor. Motion carried.*

- 3) Accept resignation of Duane Rutherford from the Promotion & Tourism Commission

*Motion by Aicher seconded by Henry, to accept the resignation of Duane Rutherford from the Promotion & Tourism Commission.*

*All in favor. Motion carried.*

- 4) Appointment of Jim Behrend to Promotion & Tourism Commission to the citizen member position vacated by Rutherford, term to expire 04/2023

*Motion by Grimmer seconded by Schaefer, to accept the appointment of Jim Behrend to Promotion & Tourism Commission to the citizen member position vacated by Rutherford, term to expire 04/2023.*

*All in favor. Motion carried.*

### 11. New Business

- #### A. Review of city code regarding the roles and conduct of different participants at city council meetings

Hafner explained this was a continuation of discussions in the past regarding conduct at Common Council meetings. Rules are contained in Chapter 2, Article III of the municipal code. Hafner summarized the code of conduct. Sections of Robert's Rules of Order were addressed. There are a number of items in the code and Robert's Rules that are not being followed formally. The City falls in the middle of formality due to the size of the Council. Much of the conduct of meetings is learned based on what is observed from being present at previous meetings. The Common Council should consider whether any changes are desired.

Aicher had asked to have this on the agenda. Previous discussion had occurred regarding the when the presiding officer is allowed to discuss. The formality of this Ordinance had not been enforced and perhaps changes should be considered.

Valde noted that the Common Council is the deliberative body, and the Mayor is the presiding officer. The Mayor(s) have often had input during formal debate. Going forward, the Mayor should be cognizant of when they are providing input to ensure they follow the Ordinance accordingly.

Schaefer would prefer to see good discussion versus the overly formal format.

- #### B. Discussion and possible action regarding Resolution 2022-16: Amendment to Resolution No. 2022-12 Authorizing the Issuance and Sale of not to Exceed \$2,050,000 General Obligation Promissory Notes, Series 2022A

Hafner explained that the Bond Council found a minor error in the repayment period previously approved. This amends the repayment.

*Motion by Aicher seconded by Henry, to adopt Resolution 2022-16: Amendment to Resolution No. 2022-12 Authorizing the Issuance and Sale of not to Exceed \$2,050,000 General Obligation Promissory Notes, Series 2022A.*



*Roll Call Vote (AYE/NAY):*

	<u>AYE</u>	<u>NAY</u>
Henry	<u>X</u>	<u>      </u>
Schaefer	<u>X</u>	<u>      </u>
Valde	<u>X</u>	<u>      </u>
Dehn	<u>X</u>	<u>      </u>
Grimmer	<u>X</u>	<u>      </u>
Price	<u>X</u>	<u>      </u>
Aicher	<u>X</u>	<u>      </u>

*Motion carried.*

**C. Preliminary discussion and possible action regarding the utilization of additional city funds and labor resources for enhanced parade security measures**

Hafner explained this is a preliminary discussion that will come back in June for further consideration. The Fire Chief is recommending significant security measures put in place due to the tragedy at the Waukesha parade. There will be some additional costs involved such as added DPW staff on double time, having DPW fabricate some vehicle deterrent devices at the cost of \$4000 in materials and \$3000 - \$4000 in staff time. The estimate might be nearing \$10,000 or more for the security measures.

Grimmer asked of this had not been bought forth prior to the Waukesha incident because it had not been considered a necessity. Hafner stated the incident had likely brought heightened awareness.

Hafner noted that even with the devices a driver could go around them. Another option would be to head and tail the parade with security vehicles.

Grimmer stated there are a plethora of ways for someone to harm others if they truly want to. There are factors that can be put in place to mitigate, but it is myopic to address this single threat when there are a so many possible issues that could occur.

Aicher supported the idea of the head and tail of security vehicles.

Valde liked the idea of the security vehicles and thought the proposed devices would make the parade route look like a war zone.

Hafner noted we don't have enough vehicles to block all access to the parade route. Hafner noted we had previously used barricades. Shutting down the roads if blocking with vehicles would require road closures for over an hour.

Attwell clarified that the intent is to provide the DPW vehicles and manpower as necessary.

Shaefer liked the idea of security vehicles heading and tailing the parade.

**D. Approval of Vouchers Payable report for reporting dates of 4/19/2022 – 5/18/2022 in the amount of \$484,268.90 for accounts payable and \$160,274.43 for payroll**

*Motion by Dehn seconded by Aicher, to approve Vouchers Payable report for reporting dates of 4/19/2022 – 5/18/2022 in the amount of \$484,268.90 for accounts payable and \$160,274.43 for payroll.*

*All in favor. Motion carried.*

**12. Report of City Officials**

**A. City Administrator**

- 1) Promotion of Sean Heinzl to Public Works Foreman and hiring of Greg Luedtke to Public Works Maintenance Worker position

With retirement of Mike Obrien, Heinzl was promoted to DPW foreman.

Luedtke had been seasonal employee and had been supported as a good fit for the City.

**B. City Clerk**

- 1) Liquor License

Schneider noted that it was time for the Liquor Licenses, Bartender’s Licenses and the Cigarette and Tobacco Licenses to be renewed. About 2/3 of the liquor applications had been received. The review process is ongoing, and there are quite a few corrections that need to be addressed.

**2) Assessment Notices, Open Book, and Board of Review**

Notices for the assessments should be going out soon. Open Book is scheduled to begin on June 6. The notices for Open Book and the BOR meeting to adjourn have been published per the statutes.

Mayor Attwell added that the City is including information in the notices that educated residents especially about how the change in the individual assessments affects the overall tax levy to try to clarify up front that when assessments go up, the City does not see additional tax revenues.

Schneider noted the first full Board of Review meeting is scheduled for August 23, 2022.

**C. City Treasurer**

**1) April 2022 Treasurer’s Report**

**D. Council requests for future agenda items**

*Note: No discussion on requested items*

- 1) Valde requested discussion and possible action regarding separating Public Hearings from voting.
- 2) Valde would like to understand how committee assignments are made, despite requests to the contrary and why removals occur.
- 3) Price requested to have discussion regarding the effect of traffic and noise on the downtown area and the destruction of the streets.

**13. Correspondence**

**A. WI Department of Administration Town of Lisbon and Village of Sussex Cooperative Plan Review**

**14. Matters for Possible Closed Session**

- A.** Motion to convene in closed session pursuant to the provisions of Wis. Stat. 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically the compensation of the Public Works Maintenance Worker Position. The Council will reconvene in open session after completion of the closed session to consider the balance of the agenda.

*Motion by Grimmer seconded by Dehn, to convene into closed session at 9:16 PM, pursuant to the provisions of Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically the compensation of the Public Works Maintenance Worker Position. The Council will reconvene in open session after completion of the closed session to consider the balance of the agenda.*

Roll Call Vote (AYE/NAY):

	AYE	NAY
Henry	X	_____
Schaefer	X	_____
Valde	X	_____
Dehn	X	_____
Grimmer	X	_____
Price	X	_____
Aicher	X	_____

*Motion carried.*

Discussion held in closed session.

- B.** Motion to re-convene into Open Session.

*Motion by Valde seconded by Henry, to reconvene into open session at 9:28 PM.*

*Roll Call Vote (AYE/NAY):*

	<u>AYE</u>	<u>NAY</u>
<i>Henry</i>	<u>X</u>	<u>      </u>
<i>Schaefer</i>	<u>X</u>	<u>      </u>
<i>Valde</i>	<u>X</u>	<u>      </u>
<i>Dehn</i>	<u>X</u>	<u>      </u>
<i>Grimmer</i>	<u>X</u>	<u>      </u>
<i>Price</i>	<u>X</u>	<u>      </u>
<i>Aicher</i>	<u>X</u>	<u>      </u>

*Motion carried.*

- C.** Discussion and possible action regarding the compensation of the Public Works Maintenance Worker Position.

Attwell stated there would be no formal action taken at this time.

## **15. Adjournment**

Having no further business, the meeting was adjourned at 9:29 PM.

Respectfully Submitted,

Molly Schneider,  
City Clerk