

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
January 27, 2015

Members Present: P. Kanter, C. Dundon, L. Krause, C. Duchow

Members Absent: P. Van Horn

Others Present: J. Mann, *Mannedge*, E. Kranick, *Plan Commissioner*, B. Cooley, *Plan Commissioner*, 6 *Citizens*

First order of business: Call to Order
Chairman Kanter called the meeting to order at 7:00 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments
There were no citizen comments.

Fourth order of business: Approval of January 13, 2015 Town Board Minutes
The minutes will be filed as prepared by the clerk.

Fifth order of business: Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2015 budget

B. 1) Accounts payable; 2) Payroll
Accounts Payable

MOVED TO APPROVE PAYMENT OF CHECKS #55245 to #55296 IN THE AMOUNT OF \$147,330.88

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$35,162.59

MS. DUNDON/MS. DUCHOW

MOTION CARRIED

Sixth order of business: Communications (*for discussion and possible action*)

A. Lindsay Gauger, Re: 32nd Annual MS Toyota Best Dam Bike Tour

There were no objections to the particulars of holding this event.

Seventh order of business: Unfinished Business

A. Further discussion on new fire station/town hall

Ms. Duchow stated that the first floor is painted, all lit and the goal is for the inside to be completed by March. Chairman Kanter suggested that we schedule another tour.

1. Approval of change orders

Mr. Mann reviewed change orders numbered 20, 21 and 22. He provided an update to the contingency to allow for change order number 23, additional erosion control, in the amount of \$12,503.00. He stated that the erosion control change orders will be done in "piece meal". Dealings with Waukesha County Parks and Land Use have driven additional increases to erosion control costs. Mr. Mann is estimating that we will have to spend an additional \$20 - \$30,000 on erosion control.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE CHANGE ORDER #20 TO ADD SUMP PUMP WIRING FOR ELEVATOR NOT SHOWN ON THE PLANS. MOTION CARRIED.

Chairman Kanter directed Mr. Mann to do research on possible remediation regarding this matter being missed on the plans.

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRAUSE TO APPROVE CHANGE ORDER #21 TO ADD WIRING AND INSTALLATION FOR DE STRATIFICATION FANS IN THE APPARATUS BAY. MOTION CARRIED.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE CHANGE ORDER #22 TO CHANGE THE HEIGHT OF MILLWORK IN THE BREAK ROOM. MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. KRAUSE – AYE, CHAIRMAN KANTER – NAY. MOTION CARRIED 3-1.

MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO APPROVE CHANGE ORDER #23 FOR ADDITIONAL EROSION CONTROL. MOTION CARRIED.

The Town Board requested that the committee “put pressure” on Waukesha County to confirm that the Town is required to meet the demands the county is making on aspects of the project.

Ms. Duchow requested approval of \$900.00 to purchase paint to cover the cost of accenting walls in the apparatus bay and town hall meeting room.

MOTION MADE BY CHAIRMAN KANTER, SECONDED BY MS. DUNDON TO APPROVE THE PURCHASE OF PAINT NOT TO EXCEED \$400.00 FOR THE TOWN BOARD MEETING ROOM. MOTION CARRIED.

Discussion followed on using the existing drop box, cutting a hole in the wall of the new building and installing the drop box. Mr. Mann will research this issue.

There will be two signs on the property: Town of Delafield Town Hall with address and Town of Delafield Fire Department with address (both to include Town logo with silhouette, as long as the graphics stand out).

Eighth order of business: New Business

- A. Consideration and possible action on a proposal for architectural and engineering services to re-purpose the existing Town Hall building

Jon Wallenkamp, Kueny Architects LLC, submitted a proposal of \$3,100 to provide a study and include drawings of the current building as well as cost estimates for renovation into cold storage. Mr. Wallenkamp stated that this process will take approximately three weeks. Renovation of the building will include removal of interior walls, installation of garage doors, new light and outlet locations, etc.

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRAUSE TO APPROVE THE PROPOSAL SUBMITTED BY KUENY ARCHITECTS IN THE AMOUNT OF \$3100.00. MOTION CARRIED.

- B. Consideration and possible action on Chicken License Application for Tom Trawitzke at W294N425 Bryn Drive

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE. MOTION CARRIED.

- C. Consideration and possible action on 2015 Police Citation Administrative Support Services Contract with the Village of Sussex

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE. MOTION CARRIED.

- D. Consideration and possible action on a Temporary Class "B" license to sell fermented beverages and a Temporary "Class B" license to sell wine for Prairie Hill Waldorf School's Annual Spring Auction Fundraiser on Saturday, April 25, 2015

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE. MOTION CARRIED.

Ninth Order of business: Announcements and Planning Items

- A. Wisconsin Towns Association Meeting, Waukesha County Unit - Wednesday, January 28, 7:00 p.m. @ Village of Merton
- B. Next Plan Commission Meeting – February 3
- C. Next Town Board Meeting – February 10
- D. Spring Primary – February 17
- E. Next Park and Recreation Commission Meeting – February 18

Tenth order of business: Adjournment

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO ADJOURN AT 8:10 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk/Treasurer

Minutes approved on: February 20, 2015