

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**November 12, 2013**

**Members Present:** P. Kanter, C. Dundon, P. Van Horn, C. Duchow, L. Krause  
**Others Present:** P. Kozlowski, Fire Chief, T. Barbeau, Town Engineer, E. Kranick, Plan Commission, K. Smith, Lake Country Reporter, 13 Citizens

Closed Session. It is anticipated the Town Board will convene into closed session for the following reason: Pursuant to authorization conferred by Wisconsin Statute Section 19.85 (1) (c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction, more specifically with regard to the appointed Town Clerk/Treasurer. Following the closed session, the Town Board shall continue with the matters noted in the agenda.

**MOTION MADE BY MS. DUNDON, SECONDED BY MR. KRAUSE TO GO INTO CLOSED SESSION. MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. KRAUSE – AYE, MR. VAN HORN – AYE, CHAIRMAN KANTER – AYE. MOTION CARRIED.**

**First order of business:** Call to Order  
*Chairman Kanter called the meeting to order at 7:08 p.m.*

**Second order of business:** Pledge of Allegiance

**Third order of business:** Citizen Comments  
*There was no citizen comment.*

**Fourth order of business:** Approval of October 22, 2013 Town Board Minutes  
*The minutes will be filed as prepared by the deputy clerk.*

**Fifth order of business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2013 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable  
**MOVED TO APPROVE PAYMENT OF CHECKS #53337– 53388 IN THE AMOUNT OF \$84,963.16**

Payroll  
**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$26,863.53**  
**MS. DUNDON/MR. KRAUSE MOTION CARRIED**

**Sixth order of business:** Communications (*for discussion and possible action*)  
A. Eric Larson (10/31), Re: Town of Delafield DNR Rifle Rule Delafield Ordinance Prohibition  
*None*

**Seventh order of business:** Unfinished Business  
A. Further discussion on new fire station/town hall

*Ms. Duchow asked the Town Board to authorize \$28,000 to Fischer Fischer Theis to start the process of construction drawings, \$5,000 to perform soil borings and \$5,000 to Mannedge. Approval of these expenditures would allow construction to begin at the end of May.*

**MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO PERFORM SOIL BORINGS NOT TO EXCEED \$5,000. MOTION CARRIED.**

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRAUSE TO SPEND \$28,000 TO FISCHER FISCHER THEIS, IN OUR ALREADY BUDGETED FUNDS, TO START CONSTRUCTION DRAWINGS AND \$5,000 TO MANNEDGE. MR. VAN HORN – AYE, MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. KRAUSE – AYE, CHAIRMAN KANTER – NAY. MOTION PASSED 4-1.**

**Eighth order of business:** New Business

A. Consideration and possible action on Police Citation Administrative Support Services Contract between the Village of Sussex and Town of Delafield - 2014

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE THE POLICE CITATION ADMINISTRATIVE SUPPORT SERVICES CONTRACT BETWEEN THE VILLAGE OF SUSSEX AND TOWN OF DELAFIELD – 2014. MOTION CARRIED.**

B. Consideration and possible action on Solar Energy Regulation Legal Issues and Recommendations

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO AUTHORIZE ATTORNEY LARSON TO DRAFT AN APPROPRIATE ORDINANCE TO REGULATE SOLAR ENERGY SYSTEMS. MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. KRAUSE – AYE, MR. VAN HORN – NAY, CHAIRMAN KANTER – AYE. MOTION CARRIED 4-1.**

C. Consideration and possible action on an Ordinance to Repeal and Recreate Section 2.02(3) of the Town of Delafield Municipal Code Regarding the Manner of Calling Special Meetings of the Town of Delafield Town Board

**MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE AN ORDINANCE TO REPEAL AND RECREATE SECTION 2.02(3) OF THE TOWN OF DELAFIELD MUNICIPAL CODE REGARDING THE MANNER OF CALLING SPECIAL MEETINGS OF THE TOWN OF DELAFIELD TOWN BOARD. MOTION CARRIED.**

D. Consideration and possible action on approval of a waiver of the right of way width for the West Lakeside Road spur and inclusion of the road on the official Town map

**MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE A RESOLUTION TO REQUEST A WAIVER OF THE RIGHT OF WAY WIDTH FOR THE WEST LAKESIDE ROAD SPUR AND INCLUSION OF THE ROAD ON THE OFFICIAL TOWN MAP. MOTION CARRIED.**

E. Discussion and possible action on resolution to participate in a County-Facilitated Competitive Bid Process for Recycling and Trash Collection Services

*The Town Board directed staff to contact Waukesha County Dept. of Parks and Land Use to attend the next meeting to provide additional information.*

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO TABLE FOR TWO WEEKS. MOTION CARRIED.**

F. Discussion and possible action on Municipal Yard and Wood Waste Processing Agreement

*The Town Board directed staff to contact Waukesha County Dept. of Parks and Land Use to attend the next meeting to provide additional information.*

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO TABLE FOR TWO WEEKS. MOTION CARRIED.**

G. Discussion and possible action on Plan Commission's recommendation to approve a Certified Survey Map on lands located at the southeast corner of CTH C and Government Hill Road

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO ACCEPT THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE A CERTIFIED SURVEY MAP ON LANDS LOCATED AT THE SOUTHEAST CORNER OF CTH C AND GOVERNMENT HILL ROAD. MOTION CARRIED.**

H. Discussion and possible action on Plan Commission's recommendation to approve a Certified Survey Map on lands located at the southwest corner of Taylors Woods Road and Lakeside Road

**MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO ACCEPT THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE A CERTIFIED SURVEY MAP ON LANDS LOCATED AT THE SOUTHWEST CORNER OF TAYLORS WOODS ROAD AND LAKESIDE ROAD. MOTION CARRIED.**

I. Discussion and possible action on Plan Commission's recommendation to approve a Conditional Use permit to operate a wedding, meeting and banquet facility in the westernmost barn located at N47 W28270 Lynndale Road

**MOTION MADE BY MR. VAN HORN, SECONDED BY MS. DUNDON TO ACCEPT THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE A CONDITIONAL USE PERMIT TO OPERATE A WEDDING, MEETING AND BANQUET FACILITY IN THE WESTERNMOST BARN LOCATED AT N47 W28270 LYNNDALE ROAD WITH AMENDMENTS TO PARAGRAPH D TO BE MADE BY THE TOWN ENGINEER. MOTION CARRIED.**

J. Discussion and possible action on Plan Commission's recommendation to approve an Ordinance to Repeal Section 17.05(5)(M), and to Create Section 17.06(6) of the Town of Delafield Municipal Code Regarding Wireless Telecommunications Mobile Service Facilities

*Chairman Kanter stated that this ordinance will allow for conformity with State law.*

**MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO APPROVE AN ORDINANCE TO REPEAL SECTION 17.05(5)(M), AND TO CREATE SECTION 17.06(6) OF THE TOWN OF DELAFIELD MUNICIPAL CODE REGARDING WIRELESS TELECOMMUNICATIONS MOBILE SERVICE FACILITIES. MOTION CARRIED.**

K. Consideration and possible action on Operator's License for the period of 7/1/12 to 6/30/14:  
*Kimberly M. Neder – Kim's Lakeside*

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRAUSE TO APPROVE AN OPERATOR'S LICENSE FOR THE PERIOD OF 7/1/12 TO 6/30/14 FOR KIMBERLY M. NEDER – KIM'S LAKESIDE. MOTION CARRIED.**

- Ninth Order of business:** Announcements and Planning Items  
A. Annual Budget Hearing – Wednesday, November 20 – 7:00 p.m.  
B. Next Town Board Meeting – Tuesday, November 26 – 7:00 p.m.

**Tenth order of business:** Adjournment  
**MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO ADJOURN AT 7:47 P.M. MOTION CARRIED.**

Respectfully submitted,

Mary T. Elsner  
Town Clerk/Treasurer

Minutes approved on \_\_\_\_\_