

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
December 10, 2013

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

Members Absent: P. Van Horn

Others Present: P. Kozlowski, *Fire Chief*, M. Walden, *Snyder Insurance*, E. Kranick, *Plan Commissioner*, 3 *Citizens*

First order of business: Call to Order

Chairman Kanter called the meeting to order at 7:00 p.m. He congratulated our Deputy Fire Chief, Mark Hoppe, who also serves as the Assistant Fire Chief for the City of Pewaukee, for being named Fire Officer of the Year by the Waukesha County Fire Chief's Association.

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments

There was no citizen comment.

Fourth order of business: Approval of November 26, 2013 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 2013 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

MOVED TO APPROVE PAYMENT OF CHECKS #53433 – 53476 IN THE AMOUNT OF \$100,152.50

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$25,757.96

MS. DUNDON/MR. KRAUSE

MOTION CARRIED

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

A. None

Seventh order of business: Unfinished Business

A. Further discussion on new fire station/town hall

Ms. Duchow stated that she is hoping to have information on the website before Christmas. The drawings will be available at the 1st meeting in January.

Eighth order of business: New Business

A. Mike Walden, Snyder Insurance, Re: Consideration and possible action on renewal of liability insurance

Mike Walden provided information on general liability, personal injury including employment practices liability, public official liability, automobile liability, worker's compensation and limits of liability and crime.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE RENEWAL OF LIABILITY INSURANCE WITH SNYDER INSURANCE. MOTION CARRIED.

B. Consideration and possible action on 2014 contracts/agreements:

1. Elmbrook Humane Society

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE THE 2014 CONTRACT FOR ELMBROOK HUMANE SOCIETY. MOTION CARRIED.

2. Rotroff Jeanson & Company

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE THE 2014 AGREEMENT WITH ROTROFF JEANSON & COMPANY. MOTION CARRIED.

3. Waukesha County Sheriff's Department - Police Services and Transcription Service

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE THE 2014 POLICE SERVICES CONTRACT AND THE 2014 TRANSCRIPTION SERVICE CONTRACT WITH THE WAUKESHA COUNTY SHERIFF'S DEPARTMENT. MOTION CARRIED.

4. R.A. Smith National, Inc.

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE THE 2014 AGREEMENT WITH R.A. SMITH NATIONAL, INC. MOTION CARRIED.

- C. Consideration and possible action on Resolution Approving Municipal Court Budget

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE THE RESOLUTION APPROVING THE MUNICIPAL COURT BUDGET. MOTION CARRIED.

- D. Appointment of Election Inspectors for the period of 1/1/2014-12/31/2015

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE THE ELECTION INSPECTORS LISTED IN THE CLERK'S MEMO DATED DECEMBER 5, 2013. MOTION CARRIED.

- E. Appointments of Clerk/Treasurer, Deputy Clerk/Treasurer and Fire Chief

MOTION MADE BY CHAIRMAN KANTER, SECONDED BY MR. KRAUSE TO APPROVE THE APPOINTMENTS OF MARY ELSNER, CLERK/TREASURER, DIANN WICK, DEPUTY CLERK/TREASURER AND PAUL KOZLOWSKI, FIRE CHIEF. MOTION CARRIED.

- F. Consideration and possible action on Operator's License for the period of 7/1/12 to 6/30/14:

1. *Clark B. Jester – Kim's Lakeside*

MOTION MADE BY MS. DUNDON, SECONDED BY MR. KRAUSE TO APPROVE AN OPERATOR'S LICENSE FOR THE PERIOD OF 7/1/12 TO 6/30/14 FOR CLARK B. JESTER – KIM'S LAKESIDE. MOTION CARRIED.

2. *Krystal R. Engles – Dylon's Steakhouse*

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO APPROVE AN OPERATOR'S LICENSE FOR THE PERIOD OF 7/1/12 TO 6/30/14 FOR KRYSTAL R. ENGLS – DYLON'S STEAKHOUSE. MOTION CARRIED.

- G. Consideration and possible action on Plan Commission's recommendation to approve a Certified Survey Map on lands located at W284 N3298 Lakeside Road to establish the common lot line between properties.

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO APPROVE A CERTIFIED SURVEY MAP ON LANDS LOCATED AT W284 N3298 LAKESIDE ROAD TO ESTABLISH THE COMMON LOT LINE BETWEEN PROPERTIES. MOTION CARRIED.

Ninth Order of business: Announcements and Planning Items

- A. Next Town Board Meeting – Monday, December 23 – 2:00 p.m.
- B. Next Plan Commission Meeting – Tuesday, January 7, 2014

Tenth order of business: Adjournment

MOTION MADE BY MS. DUNDON, SECONDED BY MR. KRAUSE TO ADJOURN AT 7:35 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner
Town Clerk/Treasurer

Minutes approved on December 23, 2013