

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**February 10, 2015**

**Members Present:** C. Dundon, P. Van Horn, C. Duchow

**Members Absent:** P. Kanter and L. Krause

**Others Present:** T. Barbeau, *Town Engineer*, P. Kozlowski, *Fire Chief*, J. Formea, *Fire Department*, M. Hoppe, *Deputy Fire Chief*, E. Kranick, *Plan Commissioner*, 12 Citizens

**First order of business:** Call to Order  
*Acting Chair Dundon called the meeting to order at 7:00 p.m.*

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

**Third order of business:** Citizen Comments  
*Lisa Cunningham, W290N3070 Hillcrest Drive, questioned if the old fire station has been put up for sale. She was informed that this issue will be discussed in Item 7A.*

**Fourth order of business:** Approval of January 27, 2015 Town Board Minutes  
**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE. MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. VAN HORN – ABSTAINED. MOTION PASSED.**

**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 #55297 to #55411 IN THE AMOUNT OF \$126,390.66 AND DRAW #7 PAYABLE TO SCHERRER CONSTRUCTION IN THE AMOUNT OF \$391,851.78**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$28,664.39**

**MS. DUNDON/MS. DUCHOW**

**MR. VAN HORN ABSTAINED.**

**MOTION PASSED**

**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

1. Approval of change orders

*Ms. Duchow reviewed the change order in the amount of \$5,946 broken into four items:*

- 1. Add hold open devices for the entrance to the board/training room - \$972*
- 2. Add covering to the kitchen exhaust hood in the breakroom - \$646*
- 3. Add an additional shut off valve for the hose bib in park storage room to further prevent accidental freezing - \$173*
- 4. Additional work by the IT vendor for work that was originally going to be completed by the fire department - \$4,155*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MS. DUNDON TO TABLE TO ALLOW MR. VAN HORN TO REVIEW THE PAPERWORK RELATED TO THE CHANGE ORDER. MOTION CARRIED.**

## 2. Committed expense update

*Ms. Duchow stated that the lower level is in the final stages of finishing. By the end of this week, almost everything, except the carpet, should be completed. The upper level is dry walled, painting is in progress, ceiling grid is completed and mechanical and electrical work is in progress in the apparatus bay. A furniture vendor has been chosen, and the cost is expected to come in at \$92,000 (\$100,000 is in the budget).*

## 3. Approval of Fire Alarm Monitoring Contract

**MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO APPROVE 24-HOUR MONITORING SERVICES AT \$28.00 PER MONTH PLUS \$5.00 PER MONTH FOR DAILY TESTING OF FIRE ALARM SIGNAL. MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. VAN HORN – ABSTAINED. MOTION PASSED.**

*Discussion followed on plans for the existing fire station. Ms. Duchow stated that the current plan is either to leave the building as is and put it up for sale or demolish the existing building and sell off the three lots. This issue will be placed on the Annual Meeting agenda for discussion with the citizens.*

**Eighth order of business:** New Business

## A. Approval of Chicken License renewals

**MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO APPROVE THE FOUR CHICKEN LICENSE RENEWALS: JIM AND KAREN ROMANOWSKI, TANYA PALMER, PETER OGDEN AND JACK ABLER. MOTION CARRIED.**

## B. Consideration and possible action to approve a Certified Survey Map to combine three lots into one lot at W293N3080 Poplar Drive – Force Properties, LLC, by Vicki Braden, owner

*Engineer Barbeau stated that the subject three lots were created in 1907. The owner is requesting to combine them into one. The proposed lot to be created will be more conforming than the existing three. The surveyor made required technical changes to the CSM. Engineer Barbeau recommended approval subject to incorporation of review comments from Waukesha County Department of Park and Land Use.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MS. DUCHOW TO CONFIRM THE PLAN COMMISSION'S ACTION SUBJECT TO WAUKESHA COUNTY'S COMMENTS. MOTION CARRIED.**

## C. Consideration and possible action to approve an ordinance to create Section 17.05 5. AR of the Town Zoning Code related to Commercial Planned Unit Development Conditional Uses

*Engineer Barbeau stated that the proposed ordinance allows for flexibility in overall design/development related to commercial planned unit developments. Currently, we do not have that allowance for commercial. The new code requires the owner to set aside a percentage of the land as permanent open space. This would somewhat mirror the current residential code.*

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. VAN HORN TO APPROVE. MOTION CARRIED.**

## D. Consideration and possible action on the Town Engineer's report related to designation of Cushing Park Road as a Rustic Road

**MOTION MADE BY MS. DUNDON, SECOND BY MS. DUCHOW TO TABLE UNTIL ALL BOARD MEMBERS ARE IN ATTENDANCE. MOTION CARRIED.**

- E. Consideration and possible action on reducing speed limit on Maple Avenue between Franciscan Road and North Shore Drive

*Engineer Barbeau stated that Woodridge Estates is in the process of being developed. With the additional access points needed for this development, there will be additional vehicles on the road. The current speed limit is 45 mph to the North and may be too fast for this change. He is recommending that it be changed to 35 mph for that portion of Maple Avenue between Franciscan Road and North Shore Drive that is currently posted at 45 mph.*

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. VAN HORN TO APPROVE. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Spring Primary – February 17
- B. Next Park and Recreation Commission Meeting – February 18
- C. Next Town Board Meeting – February 24
- D. Next Plan Commission Meeting – March 3

**Tenth order of business:** Adjournment

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. VAN HORN TO ADJOURN AT 7:50 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: February 24, 2015