

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**February 24, 2015**

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

**Others Present:** T. Barbeau, *Town Engineer*, P. Kozlowski, *Fire Chief*, M. Hoppe, *Deputy Fire Chief*, 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. and commended Angela Lorbach, Park and Recreation Coordinator, on her efforts in putting the Town Crier together.*

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

**Third order of business:** Citizen Comments

*There were no citizen comments.*

**Fourth order of business:** Approval of February 10, 2015 Town Board Minutes

*The minutes will be filed as prepared by the clerk with one minor correction.*

**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 #55413 to #55423 AND #55446 TO #55479 IN THE AMOUNT OF \$3,704,707.88**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$28,212.01**

**MS. DUNDON/MR. KRAUSE**

**MOTION CARRIED**

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

A. Eric Larson (2/5/15), Re: Wireless Telecommunications Siting Laws New Federal Limitations

*None*

**Seventh order of business:** Unfinished Business

A. Further discussion on new fire station/town hall

1. Approval of change orders (tabled 2/10/15)

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO REMOVE FROM THE TABLE. MOTION CARRIED.**

*Ms. Duchow reviewed the 4 items included in Change Order #24.*

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE CHANGE ORDER #24 DATED FEBRUARY 9, 2015. MOTION CARRIED.**

*Ms. Duchow stated that by the end of next week both levels of the building will be completed except for carpeting. The inside should be ready for punch list by March 9<sup>th</sup>. The outside is still weather dependent.*

B. Consideration and possible action on the Town Engineer's report related to designation of Cushing Park Road as a Rustic Road (tabled 2/10/15)

**MOTION MADE BY MS. DUNDON, SECONDED BY MR. KRAUSE TO REMOVE FROM THE TABLE. MOTION CARRIED.**

Engineer Barbeau stated that the Town can do construction on the road as long as it is not substantial. The Wisconsin Administrative code does not define substantial. The Highway Superintendent and Engineer Barbeau determined that the roadway is between 18 and 21 feet wide throughout the proposed improvement section (Cushing Park Road between Abitz Road and USH 18). In order to minimize disturbance to the adjacent properties, they are proposing to widen the road to 22 feet in the areas outside of the "hill" that is adjacent to the old cheese factory structure. At the "hill", they are proposing to try to improve the site distance. This could be accomplished by widening the road to 22 feet of pavement and install curb and gutter on both sides of the road, due to the slope of the land to the east and erosion problems that are experienced on the west side of the road. Due to the proximity of the bicycle and pedestrian path and driveways, widening the roadway to the west was not feasible; therefore, they looked at options to widen the road to the east, within the existing right-of-way. In order to avoid installing a retaining wall, they designed the grade east of the road to have a flat area behind the curb for snow storage (curb was used since there was no room for a ditch) and then slope the land at a 3:1 slope to the east. The match point on existing lands to the east ended up on the Latsoudis property. Engineer Barbeau met with the owners on site, explained what was being proposed, assured them that all would be restored to their satisfaction (including using wildflower seed mix on their property) and requested a temporary grading easement to perform the work. A plan was provided to them for evaluation. The work was bid out with the expectation that Mr. and Mrs. Latsoudis were amenable to providing a temporary grading easement on their property.

Pamela Latsoudis, W334S850 Cushing Park Rd. and Peter Latsoudis, W334S850 Cushing Park Rd. stated the importance of preserving and restoring the natural and scenic characteristics of the road and the Town of Delafield's "perfect environment". They requested that a planting budget be adopted to include restoration of the oak savannah and native plants. Ms. Latsoudis suggested that the Town contact Jim Uhrinak of Green Tree – Tree Care and Consulting with any questions.

Engineer Barbeau stated that the Town Board will have to carefully consider whether the petition meets the qualifications to designate the three mile stretch of Cushing Road as a "Rustic Road" and support the request prior to sending it to the Wisconsin Department of Transportation for consideration.

Chairman Kanter stated that we could look into the cost of restoration of trees after the work is completed and only remedial work within the right-of-way will be paid for by the taxpayers.

**MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO DELAY A DECISION ON THE RUSTIC ROAD ISSUE UNTIL THE IMPROVEMENTS ARE COMPLETED. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Park and Recreation Coordinator's report on Community Easter Egg Hunt

Ms. Lorbach stated that the first Community Easter Egg Hunt will be held Saturday, March 28 from 10:00 a.m. – noon at the Sports Commons Park. The event is geared toward children 12 and under. She is recruiting high school art students for the face painting booth and asked for volunteers to scatter 5000 candy-filled eggs (businesses are providing prizes to be put into the eggs) and park cars. The cost will be very minimal because the City of Delafield Chamber of Commerce is working with us. Cookie decorating will be provided by Sentry. There will not be food or entertainment provided. The fire department has been invited to attend.

B. Consideration and possible action on proposals for relocation to new Town Hall building

Clerk Elsner stated that she received three proposals for the subject issue. She recommended hiring Schroeder Moving Systems, Inc.

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRAUSE TO OBTAIN REFERENCES ON SCHROEDER MOVING SYSTEMS, INC. MOTION CARRIED.**

C. Approval of Joint Powers Agreement – County 9-1-1 Emergency System

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

D. Consideration and possible action on Operator License for the period of 7/1/14 to 6/30/16:  
1. *Alexander Kihslinger – Buck Rub Outfitters Ltd.*

*Mr. Kihslinger stated that while he was a student at Steven's Point, he had been drinking too much. He learned from this experience and has not been involved in activities of this nature. He stated that this was an ordinance violation.*

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

E. Consideration and possible action on a Temporary Class "B" license to sell fermented beverages and a Temporary "Class B" license to sell wine for an event to be held by St. Anthony Congregation Men's Club on Friday, May 1, 2015

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

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

- A. Next Plan Commission Meeting – March 3
- B. Next Park and Recreation Commission Meeting – March 9
- C. Next Town Board Meeting – March 10

**Tenth order of business:** Adjournment

**MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO ADJOURN AT 8:00 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: March 10, 2015