

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
March 24, 2015

Closed Session: It is anticipated the Town Board will convene into closed session for the following reason: Pursuant to authorization conferred by Section 19.85(1)(c), Wisconsin Statutes, to consider employment, promotion, compensation or employment evaluation data of any public employee over which the Town Board has jurisdiction or exercises responsibility, more specifically concerning the park and recreation coordinator. Participating in the closed session will be the Town Board and Town Clerk. Following the closed session, the Town Board may take action on matters discussed in the closed session.

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

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

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

Members Absent: P. Van Horn

Others Present: H. Jeanson, *Rotroff Jeanson and Company*, P. Kozlowski, *Fire Chief*, M. Hoppe, *Deputy Fire Chief*, J. Mann, *Mannedge*, E. Kranick, *Plan Commissioner*, K. Smith, *Lake Country Reporter*, 15 *Citizens*

First order of business: Call to Order
Chairman Kanter called the meeting to order at 7:35 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments
Tim Frank, W301N3226 Windrush Circle, spoke on behalf of the Hawksnest Homeowner's Association, requesting that curbs be installed in the entrances of the subdivision. Chairman Kanter informed him that this discussion could take place at budget time.

Fourth order of business: Approval of March 10, 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 2014

Howard Jeanson reviewed the proposed 2014 budget amendment per audit. A copy of this document is available for review in the Clerk's office during normal office hours.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE THE AMENDMENTS AS PRESENTED. MOTION CARRIED.

B. 1) Accounts payable; 2) Payroll

Accounts Payable

MOVED TO APPROVE PAYMENT OF CHECKS #55523 to #55558 IN THE AMOUNT OF \$416,707.83

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$32,867.66

MS. DUNDON/MS. DUCHOW

MOTION CARRIED

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

A. John P. Macy (3/6/15), Wisconsin Towns Association 2015 District Meeting

None

B. Eric J. Larson (3/16/15), Short-Term Rental Regulation Legal Issues and Recommendations

Chairman Kanter stated that it seems the Town of Delafield was proactive and ahead of the curve. We should feel proud of this. He referenced Page 5 ii of Attorney Larson's letter in that he recommends the Town authorize him to consider whether any updates should be made in light of the recent case referenced in this document.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO REQUEST THAT ATTORNEY LARSON REVIEW THE TOWN CODE TO CONFIRM WHETHER OR NOT CHANGES NEED TO BE MADE. MOTION CARRIED.

Seventh order of business: Unfinished Business

A. Further discussion on new fire station/town hall

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRAUSE TO TAKE ITEM 8C OUT OF ORDER. MOTION CARRIED.

C. Consideration and possible action regarding bids received for epoxy flooring work in the new Town Hall/Fire Station building

Mr. Mann stated that he and Chief Kozlowski are recommending Industrial Protective Coatings be awarded the bid in the amount of \$40,100.

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

The sign proposals came in over the \$20,000 budget amount. Mr. Mann displayed new proposals. This matter will be addressed at the 3/31 Plan Commission meeting.

Mr. Mann stated that he received a quote of \$2837.00 to install the mail slot. Chairman Kanter requested that this issue be discussed with the architect, as it was missed in the original plan. It's the principle of the matter.

The grand opening will be held on May 31st and Ms. Dundon has offered to chair the committee. The time of the event will be announced soon.

B. Consideration and possible action on Kueny Architect's review of a report to re-purpose the existing Town Hall building (tabled 3/10/15)

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

The Town Board unanimously approved a rendering with one change to the front door (at the request of Ms. Duchow).

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO DIRECT KUENY ARCHITECTS TO FINISH THE DRAWING AND PROCEED TO BID THE PROJECT. MOTION CARRIED.

Eighth order of business: New Business

- A. Consideration and possible action on matters discussed in the closed session specifically concerning the park and recreation coordinator

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

- B. Consideration and possible action on request to approve Alcohol Beverage "Class B" Liquor, Class "B" Beer and Soda Water Beverage License Applications for the period of July 1, 2014 through June 30, 2015 for Golden Anchor Properties WI LLC, Charles Hastings, Agent

Chairman Kanter recused himself from this matter. Ms. Dundon stated that a public hearing will be held on the 31st and she is of the opinion that the license process is premature at this point.

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

- D. Town Engineer's presentation of the Annual Stormwater Report for 2014

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

Ninth Order of business: Announcements and Planning Items

- A. Next Plan Commission Meeting – March 31
- B. Spring Election – April 7
- C. Next Park and Recreation Commission Meeting – April 13
- D. Next Town Board Meeting – April 14
- E. Annual Town Meeting – April 21

Tenth order of business: Adjournment

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO ADJOURN AT 8:15 P.M. MOTION CARRIED.

Respectfully submitted,

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

Minutes approved on: April 14, 2015