

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
April 8, 2014

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

Others Present: T. Barbeau, *Town Engineer*, P. Kozlowski, *Fire Chief*, E. Kranick, *Plan Commissioner*, D. Roberts, *Highway Superintendent*, J. Formea, *Fire Department*, B. Fischer, *Fischer-Fischer-Theis*, J. Mann, *Mannedge*, M. Hoppe, *Assistant Fire Chief*, 7 Citizens

First order of business: Call to Order
Chairman Kanter called the meeting to order at 7:00 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 March 25, 2014 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 #54028 – 54058 IN THE AMOUNT OF \$131,982.24

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$51,754.57

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 including consideration and possible action on an agreement with Mannedge Consulting, LLC for consulting services and an agreement with Fischer-Fischer-Theis, Inc. for architectural services

Mr. Mann and Mr. Fischer presented the latest version of the floor plans. The soil borings were completed and they came out with no issues. They are getting final plans ready to present to the Plan Commission on May 6. Mr. Fisher stated that the public bidding process will begin on Wednesday, May 14. The project will be bid as a single prime contract. The deadline for returning the bids will be June 4, and the Town Board will act on them at their June 10 meeting. A discussion was held on security options, consulting services agreement and architectural services agreement. Attorney Larson reviewed the agreements and recommended that the Town Board may want to establish a "not to exceed" amount or decided to negotiate a different amount, as they deem appropriate.

MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO APPROVE THE AGREEMENT WITH MANNEDGE CONSULTING, LLC FOR CONSULTING SERVICES WITH ATTORNEY LARSON'S RECOMMENDATION TO INCLUDE "NOT TO EXCEED" \$55,000. MS. DUCHOW-AYE, MS. DUNDON-AYE, MR. KRAUSE-AYE, MR. VAN HORN-NAY, CHAIRMAN KANTER-AYE. MOTION PASSED 4-1.

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE THE AGREEMENT WITH FISCHER-FISCHER-THEIS FOR ARCHITECTURAL SERVICES AS PREPARED. MOTION CARRIED

Eighth order of business: New Business

A. Discussion re: curb in new subdivisions

Engineer Barbeau stated his request for the Town Board to consider allowing the highway department to put low profile curb in certain locations where it will be anticipated that people will cut the corners. This will prevent additional maintenance costs.

As the Town Board is in favor of this matter, Engineer Barbeau stated that he will draft an ordinance for their approval.

Ninth Order of business: Announcements and Planning Items

- A. Next Park and Recreation Commission Meeting – Monday, April 14 – 6:30 p.m.
- B. Next Plan Commission Meeting – Tuesday, April 15
- C. Annual Meeting – Wednesday, April 16
- D. Next Town Board Meeting – Tuesday, April 22

Tenth order of business: Adjournment

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUCHOW TO ADJOURN AT 8:05 P.M.

Respectfully submitted,

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

Minutes approved on: April 22, 2014