

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**August 8, 2017**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, R. Troy, B. Cooley

**Others Present:** 2 citizens

**First order of business:** Call to Order

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

**Third order of business:** Citizen Comments

*There were no citizen comments.*

**Fourth order of business:** Approval of July 25, 2017, Town Board Minutes

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED.  
MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2017 budget  
None

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #58931 – #58962 IN THE AMOUNT OF  
\$89,482.05**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$29,024.67**

**MR. TROY/MR. COOLEY**

**MOTION CARRIED.**

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

*Mr. Troy stated that he was given a communication item this evening, before the meeting, and the resident asked that it be brought to the attention of the Town Board. The letter was made part of the record.*

A. Update on strategic plan for fire department

*Mr. Troy directed attention to a questionnaire that was put together by Chief Kozlowski, Deputy Chief Hoppe and Mr. Troy. He has been interviewed as well as Mr. Cooley. The remaining Town Board members will be interviewed shortly, along with the highway superintendent, clerk, Paul Kanter and other residents of the Town.*

B. Update on employee handbook review

*Mr. Troy stated that the Town employee handbook has not been reviewed since 2007. He contacted the Wisconsin Towns Association to request a template. They did not have one but referred him to the Town of Vienna, since they updated their handbook last year. Mr. Troy suggested that we utilize the Town of Vienna document as a template. Chairman Krause will contact the labor attorney to research the cost of updating the Town employee handbook.*

**Seventh order of business:** Unfinished Business

A. Consideration and possible action regarding ordinance violations at N28W29870 Oakwood Grove Road, and opportunity for property owner to show cause why the Town should not commence enforcement (tabled 7/25/17)

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO REMOVE FROM THE TABLE.  
MOTION CARRIED.**

Kenneth Jordan, N28W29870 Oakwood Grove Road, presented a picture of the, now compliant, licensed vehicle.

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO TAKE ITEM 8B OUT OF ORDER. MOTION CARRIED.**

**Eighth order of business:** New Business

B. Consideration and possible action on Plan Commission's recommendation on a single lot Certified Survey Map for a 10.129 acre parcel located North of W303 N2577 Maple Avenue

*Chairman Krause stated that the Plan Commission unanimously recommended approval of the subject CSM to the Town Board.*

*John Siepmann, Siepmann Realty, stated that Waukesha County requested they come forth with a CSM to "get rid of all the mess" on the subject property. The plan is to break ground before the end of this year.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN, TO ACCEPT THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE A CERTIFIED SURVEY MAP FOR A 10.129 ACRE PARCEL LOCATED NORTH OF W303 N2577 MAPLE AVENUE SUBJECT TO SATISFYING THE FOLLOWING STAFF RECOMMENDATIONS: 1. INCORPORATE ALL TECHNICAL COMMENTS MADE IN MY REVIEW MEMORANDUM TO JOHN STIGLER DATED JULY 26, 2017; 2. INCORPORATION OF COMMENTS FROM WAUKESHA COUNTY. MOTION CARRIED.**

A. Consideration and possible action on purchase of Park Mower

*Mr. Cooley stated that 2 mowers were tested. Mr. Roberts was not comfortable with the John Deere, as it did not handle well on hilly areas. He is in favor of recommending the purchase of the Toro Groundmaster 4000-D model. The demo unit price is \$57,255.45, and Toro is currently offering a "no pay until May of 2018" promotion. If the Town would lease the mower, Mr. Roberts would keep the unit for 5-6 years and expect to receive good trade in value.*

*The general consensus of the Town Board is the machine is needed but recommend purchasing it rather than leasing. It was suggested to table this time, as there is a need to review budget numbers. Also, Mr. Cooley will contact Reinders to confirm the cost of the new unit.*

**MOTION MADE BY MR. TROY , SECONDED BY MR. KRANICK TO TABLE UNTIL THE NEXT REGULARY SCHEDULED MEETING CONDITIONED UPON COMING UP WITH NUMBERS TO BE REVIEWED. MOTION CARRIED.**

B. Recommendation from the Park and Rec Commission re: budgeted and non-budgeted repair to the skate park and sports commons parking lots

*Mr. Kranick directed attention to a proposal submitted by PLM in the amount of \$2800 to remove asphalt/concrete around pavilion and replace with concrete at Silvernail Rd.; edge, clean and crackfill walkways at Silvernail and Golf Rd; patch 3 areas on walkway at Golf Rd. Mr. Van Horn suggested the Town receive clarification on the proposed crackfilling procedure. Mr. Kranick stated that he will contact PLM for this information.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE THE BUDGETED MONIES IN THE AMOUNT OF \$2800.00 TO ALLOW PLM TO PERFORM THE PROPOSED SERVICES SUBJECT TO MR. KRANICK CONTACTING PLM TO CLARIFY THEIR CRACKFILLING PROCEDURE. MOTION CARRIED.**

*Mr. Kranick stated the Park and Rec Commission's request to hire a contractor to replace some boards on the skate ramps that are in disrepair and replace shingles on the park shelter. He will confirm monies are available, as this issue will be discussed at the next park and rec meeting.*

**Ninth Order of Business:** Announcements and Planning items

- A. Next Park and Recreation Commission Meeting – August 14
- B. Next Town Board Meeting – August 22
- C. Next Plan Commission Meeting – September 5
- D. WI Towns Association Annual Convention – October 8 - 10
- E. Next WI Towns Association, Waukesha County Unit Meeting – October 25 – Town of Merton

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ADJOURN AT 7:50 P.M.**

**MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: August 22, 2017