

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
August 26, 2014

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

Members Absent: L. Krause

Others Present: T. Barbeau, *Town Engineer*, D. Roberts, *Highway Superintendent*, P. Kozlowski, *Fire Chief*, M. Hoppe, *Deputy Fire Chief*, J. Mann, *Mannedge*, B. Fischer, *Fischer-Fischer-Theis*, E. Kranick, *Plan Commissioner*, *Deputy Rarick*, 16 Citizens

Public Hearing: Prior to the start of the scheduled Town Board meeting there will be a public hearing in front of the Town of Delafield Board of Supervisors to consider a request by Jim Siepmann, owner, Siepmann Development Co. Limited Partnership, for annexation of lands into the Lake Pewaukee Sanitary District located west of the intersection of Millridge Road and Mozart Court and south of North Shore Drive (CTH KE). *Chairman Kanter called the Public Hearing to order at 7:00 p.m. The town clerk read the Public Hearing Notice.*

There was no public comment.

First order of business: Call to Order
Chairman Kanter called the meeting to order at 7:05 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments
Peter and Pamela Latsoudis, W334S850 Cushing Park Rd., stated that they contacted the Audubon Society regarding their concerns about protecting the environment after learning of the Towns plan to widen Cushing Park Rd. Chairman Kanter directed them to provide a copy of the response to the town clerk.

Fourth order of business: Approval of August 6, 2014 Town Board Minutes
The minutes will be filed as prepared by the deputy clerk.

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

A. Report on budget sub-accounts and action to amend 2014 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

MOVED TO APPROVE PAYMENT OF CHECKS #54442 – 54487 IN THE AMOUNT OF \$97,773.83

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$41,517.68

MS. DUNDON/MS. DUCHOW

MOTION CARRIED

Ms. Dundon stated that there was a mileage request reimbursement submitted by our new Park and Recreation Coordinator. It reflects mileage from her home to the Town Hall, and this has not been approved in the past. The issue will be considered at the 9/23 Town Board meeting.

Sixth order of business: Communications (*for discussion and possible action*)
None

Seventh order of business: Unfinished Business

A. Further discussion on new fire station/town hall

1. Presentation by Brian Fischer and Jamie Formea on all internal issues/aspects of the new fire station/town hall

Mr. Fischer presented a lower and upper level plan-code/furniture (identified as sheet A100 and is available for review in the clerk's office during normal office hours) reflecting the upper level at approximately 19,000 sq. ft. lower level at approximately 6,000 sq. ft.

Chairman Kanter requested the breakdown of the \$800,000+ that is left from the proceeds of the loan. Mr. Mann stated that he will bring the information to the Town Board in two weeks. Chairman Kanter stated that he will not be at the meeting on September 9, so it will be addressed at the September 23rd meeting.

Jamie Formea presented an overview of the plan to integrate the voice and data network and security/access control systems. He stated that we are looking at a single converged network to support data and telephone needs of both the fire department and town hall. The options for a telephone service provider consist of service from a local provider or an SIP trunk/hosted phone system. The existing fire department server will become the primary server for both operations. He provided information on the security/access control system to provide secure access to the facility for authorized persons, i.e., key fob or card style credentials, ability to revoke access privileges at any time and audit trail of access by each credential holder. He is proposing 8 security cameras and provided a security camera layout.

2. Approval of change orders

Mr. Mann stated that the first change order in the amount of \$7,000 is due to a delay in the start of the fire station/town hall project. Permits that needed to be issued from the County were delayed. This was due to the fact that the erosion control and stormwater plans were not approved by the County in time.

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. VAN HORN TO APPROVE THE \$7,000 CHANGE ORDER. MOTION CARRIED.

The second change charge order in the amount of \$2,858.63 is due to an ongoing procedure with Waukesha County for erosion control to build a temporary sediment berm.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO APPROVE. MS. DUCHOW – AYE, MS. DUNDON AYE, MR. VAN HORN – NO, CHAIRMAN KANTER – AYE, MOTION CARRIED 3-1.

B. Jonathan Walter (6/11/14), Re: paving a Town of Delafield alley

Engineer Barbeau stated that Attorney Larson determined the subject alley way does belong to the Town, and it is the Town's responsibility to service that alley way to a safe standard. It doesn't mean that it has to be paved. The Town has the option to do a very minimal temporary fix immediately with some gravel or other product to take us through the next stage of this project. Engineer Barbeau stated that the alley way must be surveyed first, but he did not have an estimated cost to report at this time.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO DIRECT THE HIGHWAY SUPERINTENDENT TO DO WHAT IS NEEDED TO PROVIDE A TEMPORARY FIX. MOTION CARRIED.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO DIRECT THE TOWN ENGINEER TO DO A SURVEY OF THIS ALLEY WAY TO DETERMINE THE RIGHT-OF-WAY. MS. DUCHOW – AYE, MS. DUNDON AYE, MR. VAN HORN – NO, CHAIRMAN KANTER – AYE, MOTION CARRIED 3-1.

- C. Consideration and possible action on request for designation of Park Impact Fees for new park development

Engineer Barbeau stated the request of Matt Neumann, on behalf of himself and Jim Siepmann, to have the Town designate the Park Impact fees collected for the subdivisions used exclusively for the construction of the new park adjacent to their subdivision. The ordinance that was created in 2007 was based on a needs assessment. Attorney Larson stated that our ordinance does not allow for designation of park impact fees. The consensus of the Town Board is to notify the Park and Recreation Commission that they are about to get land for a new park and they should develop that park with all appropriate haste.

- D. Consideration and possible action on Plan Commission's recommendation re: a Certified Survey Map to combine two properties into one located at W304N2472 Maple Avenue (tabled 8/6/14)

MOTION MADE BY MS. DUNDON, SECONDED BY MR. VAN HORN TO REMOVE FROM THE TABLE. MOTION CARRIED.

Chairman Kanter stated that Attorney Larson has concluded the Plan Commission cannot, though well intended, place a requirement on the certified survey map that it be approved conditioned upon the property being bound to the Town's zoning code in the fashion that it did.

MOTION MADE BY CHAIRMAN KANTER, SECONDED BY MR. VAN HORN TO APPROVE THE CERTIFIED SURVEY MAP AS OTHERWISE RECOMMENDED BY THE PLAN COMMISSION CONDITIONED UPON REMOVAL OF 2 OF THE 3 STRUCTURES BEFORE THE CERTIFIED SURVEY MAP CAN BE FILED. MOTION CARRIED.

Eighth order of business: New Business

- A. Consideration and possible action on a Resolution for Annexation of Land into the Lake Pewaukee Sanitary District by the Town of Delafield Board of Supervisors for the Kings Way/Siepmann property located on CTH KE

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

- B. Consideration and possible action on Operator's License for the period of 7/1/14 to 6/30/16:
Shane O'Hagan – Kim's Lakeside

MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO APPROVE. MS. DUCHOW – AYE, MS. DUNDON AYE, MR. VAN HORN – NO, CHAIRMAN KANTER – AYE, MOTION CARRIED 3-1.

- C. Consideration and possible action on a Temporary Class "B" license to sell fermented beverages and a Temporary "Class B" license to sell wine at an event to be held by Lifefriders, Inc., on Sunday, October 12, 2014

MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO APPROVE WITH THE HOURS OF 8:30 A.M. TO 5:00 P.M. MOTION CARRIED.

Chairman Kanter requested that the tenth order be taken out of order. He read the Notice of Closed Session.

Tenth order of business: 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)(e), Wisconsin Statutes, for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss issues for negotiation and negotiation strategy regarding a collection contract. Participating in the closed session will be the Town Board, Town Clerk, and Jack Dowden of SCS Engineers who is the Town's consultant in the negotiations. Following the closed session, the Town Board shall continue with the matters noted in the agenda.

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

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO GO OUT OF CLOSED SESSION. MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. VAN HORN – AYE, CHAIRMAN KANTER – AYE. MOTION CARRIED.

Ninth order of business: 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 deputy clerk/treasurer. Participating in the closed session will be the Town Board and Town Clerk. Following the closed session, the Town Board shall continue with the matters noted in the agenda.

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

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. VAN HORN TO GRANT A \$1.00/HR. RAISE TO THE DEPUTY CLERK/TREASURER TO BEGIN IN THE CURRENT PAY PERIOD. MOTION CARRIED.

MOTION MADE BY MS. DUNDON, SECONDED BY MS. DUCHOW TO GO OUT OF CLOSED SESSION. MS. DUCHOW – AYE, MS. DUNDON – AYE, MR. VAN HORN – AYE, CHAIRMAN KANTER – AYE. MOTION CARRIED.

Eleventh Order of business: Announcements and Planning Items

- A. Next Plan Commission Meeting – September 2 (quorum of Town Board needed)
- B. Next Park and Recreation Commission Meeting – September 8 – 6:30 p.m.
- C. Next Town Board Meeting – September 9

Twelfth order of business: Adjournment

MOTION MADE BY MS. DUCHOW, SECONDED BY MS. DUNDON TO ADJOURN AT 9:40 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner
Town Clerk/Treasurer

Minutes approved on: September 9, 2014