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Larry Krause
Supervisors
Pete Van Horn
Christopher Smith
Edward Kranick
Ron Troy
Clerk/Treasurer
Mary Elsner

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING TUESDAY, OCTOBER 9, 2018 – 7:00 P.M. DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI

AMENDED AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Citizen Comments – During the Public Comment period of the agenda, the Town Board welcomes comment from any member of the public, other than an elected Town Board member, on any matter not on the agenda. Please be advised that pursuant to State law, the Board cannot engage in a discussion with you but may ask questions. The Board may decide to place the issue on a future agenda for discussion and possible action. Each person wishing to address the Board will have up to five (5) minutes to speak. Speakers are asked to submit to the Town Clerk, a card providing their name, address, and topic for discussion.

The Board will also take comment from the public on agenda items as called by the Chair, but not during the Public Comment. Please note that once the Board begins its discussion of an agenda item, no further comment will be allowed from the public on that issue.

4. Approval of September 25, 2018, Town Board Minutes
5. Action on vouchers submitted for payment:
 - A. Report on budget sub-accounts and action to amend 2018 budget
 - B. 1) Accounts payable; 2) Payroll
6. Communications (*for discussion and possible action*)
 - A. None
7. Unfinished Business
 - A. Fire Station #2
8. New Business
 - A. Swearing in of new fire department officers
 - B. Present National Fire Academy "Managing Fire Officer" certificate to Chief Formea
 - C. Present Waukesha County Fire Chief Association "Officer of the Year" award to Chief Formea
 - D. Discussion with Waukesha County Sheriff's Department Inspector Jim Gumm
 - E. Discussion and possible action on Letter of Credit Reduction for White Oak Conservancy

Town of Delafield Board of Supervisors Meeting Agenda

October 9, 2018

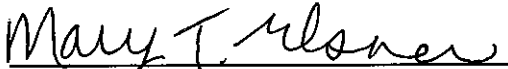
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- F. Golf Hills Drainage Issue
- G. Set 2nd Town Board meeting in December
- H. Discussion and possible action on potential purchase of highway trucks

9. Announcements and Planning items

- A. Budget Workshop – October 10
- B. Next Park and Recreation Commission Meeting – Thursday, October 11
- C. WI Towns Association Convention – October 14-16
- D. Next Plan Commission Meeting – October 16
- E. Next Town Board Meeting – October 23
- F. Next WI Towns Association Waukesha County Meeting – October 24 – Town of Ottawa – 7:00 p.m.
- G. Budget Hearing – November 14 @ 7:00 p.m.

10. Adjournment



Mary T. Elsner, CMC, WCMC

Town Clerk/Treasurer

Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. The Town Board may take action on any item on the agenda. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the Town Board of Supervisors. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Mary Elsner, Town Clerk, at W302 N1254 Maple Avenue, Delafield, WI 53018-7000. This agenda is for informational purposes only. Posted – 10/8/2018

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
September 25, 2018

Members Present: L. Krause, P. Van Horn, E. Kranick, R. Troy, C. Smith

Others Present: T. Barbeau, *Town Engineer*, D. Roberts, *Highway Superintendent*, P. Kozlowski, *Fire Chief*, J. Formea, *Fire Department Division Chief*, M. Larsuel, *Waukesha County Sheriff's Department*, K. Smith, *Waukesha Freeman*, 20 citizens

First order of business: Call to Order

Chairman Krause called the meeting to order at 7:00 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments

David Bartkowiak, N5W29324 Venture Hill Rd., presented a memo addressed to the Town Board re: proposed changes to Section 17.05 5.A.1 – Hobby Kennels of the Town Code. He is of the opinion that the proposed changes do not meet the statement of intent for the A-2 Rural Home District. If outdoor kennels are allowed in the A-2 districts, the residents will have a long term noise and quality of life issue for years to come. He asked why section 17.05 3.B.7 was deleted from the old conditional use requirements.

Spero Kemos, W304N2426 Maple Avenue, stated that dredging of ponds is being done at the Crystal Springs Condos. He is affected by drainage coming from the Golf Hills Subdivision and is of the opinion that it is the Town's responsibility to correct the issue. Chairman Krause stated that this item will be placed on the next Town Board Agenda.

Fourth order of business: Approval of September 11, 2018, Town Board Minutes

MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE THE MINUTES AS PRESENTED BY THE CLERK. MOTION CARRIED.

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

A. Report on budget sub-accounts and action to amend 2018 budget

Chairman Krause stated that the fire department received a \$1500 grant from the Friends of Nashotah for the purchase of a sonar unit for the Town dive boat.

MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE THAT THE \$1500 GRANT FROM THE FRIENDS OF NASHOTAH BE ADDED TO ACCOUNT 10-52230-810 AND NOTED AS "FIRE DEPARTMENT OPERATIONS CAPITAL" AND TO ACCOUNT 10-43443 AND NOTED "OTHER FIRE DEPARTMENT GRANT REVENUE". MOTION CARRIED.

B. 1) Accounts payable; 2) Payroll

Accounts Payable

MOVED TO APPROVE PAYMENT OF CHECKS #60729 – #60762 IN THE AMOUNT OF \$103,708.62

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$48,675.65

MR. TROY/MR. KRANICK

MOTION CARRIED.

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

A. Randy Schaefer (9/12/18), Re: Imperial Drive Speed Issue

Chairman Krause stated that this will be addressed in Item 8A.

Seventh order of business:

A. Discussion and possible action on deer management agreement

Clerk Elsner stated that the Town received 50 nuisance permits and, to date, 13 have been issued. Chairman Krause confirmed that the Town may request additional permits if needed.

Eighth order of business: New Business

A. Discussion and possible action on traffic issues within the Town of Delafield

1. Imperial Drive

Chairman Krause provided a summary of traffic studies performed in the subject area in 2005 and improvements completed as a result of the studies.

Engineer Barbeau stated that a traffic analysis for vehicle traffic calming in the area of Imperial Drive, from CTH KE to Winston Way, was performed by Traffic Engineering Services, Inc. They recommended implementation of five actions. The Town Board approved a \$7000 expenditure to satisfy two of the five recommendations: Epoxy paint pavement marking with no passing zones established on an off-center centerline and edge line to create a 3-foot paved shoulder on north side of the roadway and 10 ft. lanes, remove all-way stops and maintain side street stop signs and add special crosswalk marking at 4 crossings with ladder marking and signs. SEWRPC was also contacted to provide traffic volume and speed data in the subject area. The 24-hour machine traffic counts and vehicular speed data were collected in July 2004 and November 2006 at three locations on the study segment of Imperial Drive. The average weekday traffic volumes collected in November 2006 and July 2004 were very similar. The traffic volumes observed in November 2006 were nominally higher, which may be attributed to summer traffic volumes generally being somewhat less than fall traffic volumes. From the vehicle speed data collected in 2004 and 2006, four measures of traffic speed were reviewed: average vehicular speed, 85th percentile speed, 10 mile per hour pace vehicle speed and highest speed recorded. The highest speed observed at the three locations ranged from 42 to 49 miles per hour in 2006 compared to 35 to 48 miles per hour in 2004.

Brenda Martinez, W291N4193 Prairie Wind Cr., stated that she has lived at her residents for 2-1/2 yrs. and the speeding has gotten worse.

Garet Galster, N43 W29216 Prairie Wind Cr. N., stated that he has 2 children and they have to cross Imperial Dr. to go to school. He is of the opinion that speeding is an issue, the lines are no longer visible, duals lines should be marked, crosswalk should be marked and orange rubber markers should be installed along the center line.

Randy Schafer, W291N4193 Prairie Wind Cr., noticed this week that a speed sign was recently installed, and he has monitored excessive speeding.

Captain Larsuel stated that traffic enforcement was performed three days during the week of September 15th that resulted in 5 traffic stops. When deputies are on the scene, they are not seeing any unusually high traffic. The Town Board requested that additional traffic study time be performed by Waukesha County Sheriff's Department and reported back when completed.

2. HWY C

Christopher Reese, W329S292 Cty. Rd. C., presented a petition including 176 signatures requesting 4 items of action in the attempt to lessen the increasingly hazardous traffic on the subject road.

Captain Larsuel stated that Deputy Dunker performed traffic enforcement on three days in September, between the hours of 5:15 p.m. to 6:05 p.m. that resulted in a total of 7 traffic stops. Chairman Krause requested that additional traffic study time be performed after Imperial Dr. is completed.

Maple Ave – Deputy Dunker stated that changing the speed sign going southbound has helped.

Jim Zahorik, 1948 West Shore Dr., Delafield, stated that he owns a 10-acre parcel (greenhouse) off of Hwy. C. Heavy truck volume and speed have caused a serious situation on the road.

3. Golf Hills

4. HWY KE

Captain Larsuel will research other areas to obtain more speed boxes to perform studies in these areas.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO TAKE ITEM 8C OUT OF ORDER. MOTION CARRIED.

C. New Hire – Hwy. Dept.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE THE NEW HIRE FOR THE HIGHWAY DEPARTMENT AS RECOMMENDED BY DON ROBERTS. MOTION CARRIED.

B. Fire Department

1. Waukesha County Fire Department Study

Paul summarized the subject study that began in 2016. He stated that the overall recommendations include: 1. Implementation of a County Wide Dispatch System; 2. Regionalization of EMS; 3. Functional consolidation; and, 4. Long Term Evaluation of Full Consolidation.

2. Fire Station #2

Chairman Krause stated that fire station #2 is not being used by the fire department, but only as a polling location. The Town Clerk was directed to contact DaySpring Church to discuss the possibility of holding elections at their site.

C. Approval of Alcohol Permit for football family event to be held at the Sports Commons on October 14, 12:00-4:00 p.m.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. SMITH TO APPROVE AN ALCOHOL PERMIT FOR A FOOTBALL FAMILY EVENT TO BE HELD AT THE SPORTS COMMONS ON OCTOBER 14 BETWEEN 12:00 AND 4:00 P.M. MOTION CARRIED.

Ninth Order of Business: Announcements and Planning Items

- A. Budget Workshop – Wednesday, September 26 – 6:00 p.m.
- B. Next Park and Recreation Commission Meeting – Thursday, September 27
- C. Next Plan Commission Meeting – October 2
- D. Budget Workshop – Wednesday, October 3 – 6:00 p.m.
- E. Next Town Board Meeting – October 9

Tenth Order of business: Adjournment

MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ADJOURN AT 8:35 P.M. MOTION CARRIED.

Respectfully submitted,

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

Minutes approved on:

AGENDA ITEM

OCT 09 2018

ITEM # 5A PAGE 1 of 1

Based upon actions taken at the 10/3/18 budget workshop to approve additional 2018 spending the 2018 budget is hereby amended by increasing the following accounts:

10-53310-344	Equipment and Vehicle Repairs	5,000
Capital Outlays -		
10-51440-810	Elections	1,400
10-51600-810	General Buildings and Plant	70,000
10-52210-810	Fire Dept Administration	2,500
10-52230-810	Fire Dept Operations	16,344
10-52300-810	Ambulance	8,145
10-53310-810	Highway	6,500

**CERTIFICATION OF WORK COMPLETED AND AUTHORIZATION
FOR REDUCTION IN LETTER OF CREDIT**

TOWN OF DELAFIELD

Subdivision: White Oak Conservancy Developer: Iron Pipe Development, Bill Zach Subdivision Agreement Date: (recorded) June 25, 2018 Total Letter of Credit: \$1,282,050			Date: October 3, 2018 Report No.: 3 Covering Period: 8/16/18 -10/3/18 Calculated By: Tim Barbeau			
Description of Improvements Required	Contractor	Letter of Credit Amount (amount + 10%)	Amount of Work Completed			
			Previous Reports	During This Period	To Date	Amount to Remain
A. Site grading/storm water pond, Erosion Control	Rams Contracting	\$539,000	\$303,480.64	\$147,777.58	\$451,258.22	\$87,741.78
B. Base course, asphalt binder pavement, curb and gutter	Wolf Paving	\$279,950	\$0	\$0	\$0	\$279,950.00
C. Asphalt surface course	Wolf Paving	\$66,550	\$0	\$0	\$0	\$66,550.00
D. Culverts/Fire Tank/Storm Sewer	Rams Contracting	\$127,490	\$114,741.00	\$1,159.00	\$115,900.00	\$11,590.00
E. Restoration/seed and mulch lots	Ram Contracting	\$152,020	\$36,700.00	\$32,143.00	\$68,843.00	\$83,177.00
F. Site Landscaping	Seasonal Services	\$102,740	\$33,805.99	\$31,877.84	\$65,683.83	\$37,056.17
G. Street Light	WE Energies	\$14,300	\$5,010.47	\$9,289.53	\$14,300.00	\$0
Totals		\$1,282,050	\$493,738.10	\$222,246.95	\$715,985.05	\$566,064.95
Summary Original Letter of Credit \$1,282,050.00 Amount Completed this Period \$222,248.95 Amount Previously Approved \$493,738.10 Total Completed to Date \$715,987.05 Required Letter of Credit balance.....\$566,062.95			This is to certify that authorization for a reduction in the Letter of Credit is in accordance with the approved subdivision development agreement and with the regulations and ordinances of the Town of Delafield, furthermore, that the computations are true and correct and indicate the amount which can be deducted from the Letter of Credit of the developer.			
R.A. Smith, Inc. recommends a reduction in the Letter of Credit by \$222,246.95. By: _____ Date: _____			Authorized By: _____ Lawrence G. Krause, Town Chairman			