

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**July 14, 2009**

**Members Present:** P. Kanter, C. Dundon, P. Van Horn, R. Ackley and L. Krause

**Others Present:** D. Richards, *Fire Chief*, P. Mortimer, *Code Enforcement Officer*, 2 citizens

**First order of business:**     **Closed Session:** Following announcement by the Town Chair, and upon motion duly made, seconded, and adopted by roll call vote, the Town Board of Supervisors may convene into closed session for the following reasons:

- A. Pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, namely regarding Town Clerk Mary Elsner.
- B. Pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, namely regarding Deputy Town Clerk Treasurer Diann Wick.
- C. Pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, namely regarding Shelby Engel.

You are further notified that at the conclusion of the closed session the Town Board will convene in open session to continue the regularly scheduled Town Board meeting.

*Chairman Kanter read the closed session notice at 7:00 p.m.*

**MOTION MADE BY MS. DUNDON, SECONDED BY MR. ACKLEY TO GO INTO CLOSED SESSION. MOTION CARRIED. ROLL CALL: MR. ACKLEY-AYE, MS. DUNDON-AYE, CHAIRMAN KANTER-AYE, MR. KRAUSE-AYE, MR. VAN HORN-AYE.**

**MOTION MADE BY MS. DUNDON, SECONDED BY MR. ACKLEY TO RETURN TO OPEN SESSION. MOTION CARRIED. ROLL CALL: MR. ACKLEY-AYE, MS. DUNDON-AYE, CHAIRMAN KANTER-AYE, MR. KRAUSE-AYE, MR. VAN HORN-AYE.**

**Second order of business:**     Action on Closed Session Items. The Town Board may take action on the matters discussed in closed session.

*Chairman Kanter stated that there are no issues to be acted upon tonight.*

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

*Chairman Kanter called the meeting to order at 7:50 p.m.*

**Fourth order of business:**     Pledge of Allegiance

**Fifth order of business:**     Minutes of June 23, 2009

*Mr. Van Horn directed attention to the motion in Item 7C. It will be revised to read, "MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO ESTABLISH A TIME LIMIT FOR MR. SOUTHARD'S LAND SPLIT BY FEBRUARY 1, 2010".*

*The minutes will be filed as prepared by the Town Clerk with the correction as noted.*

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

A. Report on budget sub-accounts and action to amend 2009 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #46271 – 46331 IN THE AMOUNT OF \$51,141.86**

Payroll

**MOVED TO APPROVE PAYMENT OF CHECKS #20560 – 20616 IN THE AMOUNT OF \$35,719.03**

**MS. DUNDON/MR. KRAUSE**

**MOTION CARRIED.**

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

A. Eric J. Larson (6/26/09), Re: Open Carry of Firearms

*The Town Clerk was directed to contact Attorney Larson to request his review of the Town ordinances to confirm that they are consistent with the Attorney General's comments and recommendations.*

**Eighth order of business:** Unfinished Business

A. None

**Ninth order of business:** New Business

A. Consideration and possible action to recommend to the town meeting that the offices of appointed Town Clerk and appointed Town Treasurer be combined, per Wisconsin Statutes Section 60.10(1) and 60.305(1), and the Town Board may schedule the date of a special town meeting for this purpose

*Chairman Kanter stated that the current Town Treasurer has tendered her resignation at the end of the month. Wisconsin State Statutes require that a special town meeting be held in order to combine the positions of Town Treasurer and Town Clerk.*

**MOTION MADE BY CHAIRMAN KANTER, SECONDED BY MR. VAN HORN TO RECOMMEND TO THE ELECTORS THAT THE POSITIONS OF CLERK AND CLERK TREASURER BE COMBINED AT A SPECIAL TOWN MEETING. MOTION CARRIED.**

**MOTION MADE BY CHAIRMAN KANTER, SECONDED BY MS. DUNDON TO CALL A SPECIAL TOWN MEETING TO BE HELD AT THE 1<sup>ST</sup> OR 2<sup>ND</sup> TOWN BOARD MEETING IN AUGUST; THE EARLIEST THAT WILL SATISFY THE REQUIREMENTS OF THE STATE STATUTES. MOTION CARRIED.**

B. Pewaukee Lake Advisory Committee report

*Mr. Ackley stated that the 1<sup>st</sup> meeting of the subject committee was held on June 11. Those in attendance were Cheri Enters, representing the City of Pewaukee, David White, representing the Village of Pewaukee and himself, representing the Town of Delafield, Acting Chief Dan Meister (City of Pewaukee Police Department), Sergeant Kimberlee Miswald (Pewaukee Lake Patrol and Dick Nowacki (Lake Pewaukee Sanitary District). Acting Chief Meister stated that he asked Sergeant Miswald to develop a general operating manual for the Lake Patrol, as the only resources in place to control the conduct of the patrol officers were referenced in Chapter 21 and the City of Pewaukee Police Department policy manual. Mr. Ackley commended Acting Chief Meister for creating a Standard Operating Procedure for the Lake Patrol. Discussion followed on whether or not the opinion of legal counsel would be required before adopting these procedures. Mr. Ackley stated that he questioned where the revenues from the citations were going to be dispersed. Acting Chief Meister will follow up with Municipal Court Clerk regarding this issue. A lengthy discussion followed on scheduling procedures. The Town of Delafield will host the next scheduled meeting.*

C. Consideration and possible action of changes to the budget process

*Chief Richards addressed the issue of wage increases. He suggested that department heads be given guidance from the Town Board, prior to budget preparation, as to what degree of increase might be tolerated. He stated that a fixed rate wage increase (across-the-board) for the whole town is wrong.*

*Chairman Kanter directed staff to contact the Town Auditor to request that he provide projected numbers, to aid in budget preparation, to be addressed at the first meeting in August.*

D. Consideration and possible action of holiday park rental policy

**MOTION MADE BY MR. KRAUSE, SECONDED BY MR. ACKLEY TO TABLE UNTIL AUGUST 11, 2009. MOTION CARRIED.**

E. Consideration and possible action of draft Ordinance to Repeal and Re-create Section 14.03 of the Town of Delafield Municipal Code Regarding Building Permit Issuance

**MOTION MADE BY MS. DUNDON, SECONDED BY MR. KRAUSE TO ADOPT THE SUBJECT ORDINANCE. MOTION CARRIED.**

F. Consideration and possible action of Alcohol Permit request for a company picnic to be held at the Sports Commons on 7/30/09

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

G. Consideration and possible action of Operator's License for the period of 7/1/08 to 6/30/10  
- *Michael D. Owsiak for Airman's Sandtrap*

**MOTION MADE BY MR. KRAUSE, SECONDED BY MR. ACKLEY TO APPROVE. MOTION CARRIED.**

**Tenth order of business:** Announcements and Planning Items

- A. Board of Review – Wednesday – July 22 – 1:00 p.m.
- B. Next Town Board Meeting – July 28
- C. Next Plan Commission Meeting – August 4
- D. Next Park and Recreation Commission Meeting – August 10 – 6:30 p.m.

**Eleventh order of business:** Adjournment

**MOTION MADE BY MR. KRAUSE, SECONDED BY MR. VAN HORN TO ADJOURN. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:25 P.M.**

Respectfully submitted,

Mary T. Elsner, CMC, WCMC  
Town Clerk

Minutes approved on July 28, 2009