

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**July 8, 2008**

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

**Also Present:** S. Riffle, *Town Attorney*, D. Roberts, *Highway Superintendent*, D. Richards, *Fire Chief*, M. Hoppe, *Deputy Fire Chief*, T. Barbeau, *Town Engineer*, P. Mortimer, *Code Enforcement Officer*, K. Enders, *Waukesha County Sheriff's Department*, K. Schwei, *Waukesha Co. Office of Emergency Management*, P. Frank, *State of Wisconsin Office of Emergency Management*, J. Stevens, *Lake Country Reporter*, 2 citizens

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

*Chairman Kanter called the Board of Supervisors meeting to order at 7:02 p.m.*

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

**Third order of business:** Minutes of June 24, 2008

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

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

A. Report on budget sub-accounts and action to amend 2008 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #44991 – 45037 IN THE AMOUNT OF \$67,238.50**

Payroll

**MOVED TO APPROVE PAYMENT OF CHECKS #19410 – 19465 IN THE AMOUNT OF \$27,391.19**

**MS. DUNDON/MR. ACKLEY**

**MOTION CARRIED.**

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

A. Richard Mace (6/30/08), Re: Reduce the Established Right-of-Way for Oakton Road (west of Elmhurst Drive) to 50'

*Engineer Barbeau stated that this reduction was requested by a homeowner. In the attempt to construct an addition to his home adjacent to Oakton Road, the County informed him that an additional 8 feet of road dedication was required.*

**Sixth order of business:** Unfinished Business

A. None

**Seventh order of business:** New Business

A. Emergency Preparedness Workshop

*Chief Richards introduced Kathy Schwei, Program Assistant, Waukesha County Department of Emergency Management and Paul Frank, Wisconsin Department of Emergency Management. He informed the Town Board that these individuals are contacted when the Town is beyond the resources to provide emergency assistance. He stated that the fire department will contact the liaison if the Town Board needs to become involved and request that the Town Chairman confer with Emergency Management personnel to move them into the mix. Ms. Schwei stated the need to decide when the emergency is a governmental issue and when it is the property owner's responsibility. When a situation exceeds municipality's resources, the Office of Emergency Management should be contacted. Mr. Frank suggested that emergency policies be developed by the Town Board. Chief Richards summarized situations that occurred during the flood and explained how resources were used, if available. When questioned, Attorney Riffle stated that he is not as concerned about the liability issue but placed importance on focus of limited resources and efforts to keep taxes down. He suggested that the highway and fire departments write down lists of events that could be handled at the present time with available resources and provide an analysis of assets. Chairman Kanter directed staff,*

along with their liaisons, to provide this information at a future Town Board meeting and to also draft an emergency policy to include operating procedures.

- B. Consideration of Plan Commission's Recommendation for Approval to Rezone Lands at W302 N898 Maple Avenue from A-1 Agricultural South of Maple Avenue and A-2 Rural Home District North of Maple Avenue to A-3 Suburban Home District

*Engineer Barbeau stated that the Plan Commission only recommended rezoning to the portion of land south of Maple Avenue that is currently zoned A-1. The CSM will be brought before the Town Board after the subject applicant receives final information from FEMA regarding the true location and elevation of the 100-year floodplain and delineated location of wetlands on his property. Engineer Barbeau informed the Town Board that the Plan Commission recommended approval of the CSM that included 1 5-acre lot and 1 12.7-acre lot that will be restricted to no more than 4 lots.*

**MOTION MADE BY MR. KRAUSE, SECONDED BY MR. VAN HORN TO APPROVE THE PLAN COMMISSION'S RECOMMENDATION TO REZONE LANDS SOUTH OF MAPLE AVENUE FROM A-1 TO A-3 CONDITIONED UPON THE RESTRICTION OF NO MORE THAN 5 LOTS ON THAT PORTION THAT IS MADE PART OF THIS REZONING. MOTION CARRIED.**

- C. Consideration of Proposed Sign for Streets in Dover Bay Subdivision

**MOTION MADE BY MR. KRAUSE, SECONDED BY MR. ACKLEY TO APPROVE THE PROPOSED STREET SIGN FOR DOVER BAY SUBDIVISION. MOTION CARRIED.**

- D. Consideration of Bids for Salt Storage Building Materials

*Engineer Barbeau stated that two bids were submitted for the subject materials. Engineered Buildings, Inc. in the amount of \$72,000; and Wheeler in the amount of \$80,900. He contacted three references provided by Engineered Buildings, Inc. and received positive feedback. He recommended awarding the bid to Engineered Buildings, Inc.*

**MOTION MADE BY MR. KRAUSE, SECONDED BY MR. ACKLEY TO APPROVE THE TOWN ENGINEER'S RECOMMENDATION TO ACCEPT THE BID OF ENGINEERED BUILDINGS, INC. IN THE AMOUNT OF \$72,000. MOTION CARRIED.**

- E. Consideration of Renewal of Operator's License for the period of July 1, 2008 to June 30, 2010  
- Stephen M. Matuka for Lakeview Lanes  
- Christine M. Hill for Western Lakes Golf Club

**MOTION MADE BY MR. KRAUSE, SECONDED BY MS DUNDON TO APPROVE RENEWAL OF OPERATOR'S LICENSES FOR STEPHEN M. MATUKA AND CHRISTINE M. HILL FOR THE PERIOD OF JULY 1, 2008 TO JUNE 30, 2010. MOTION CARRIED.**

- F. Fire Station Facilities Workshop

*Mr. Ackley stated that there will be meeting held tomorrow with Zimmerman and staff to finalize the salt storage building location along with the refinement of plans that were submitted as a result of the last meeting. The next step will be to hold a general discussion to educate the public.*

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

- A. Next Park and Recreation Commission Meeting – July 14 @ 6:30 p.m.  
B. Congressman Sensenbrenner – Sunday, July 20 – 7:00 p.m.  
C. Next Town Board Meeting – July 22

- D. WI Towns Association Waukesha County Unit Meeting – July 23 @ 7:00 p.m. – Town of Merton
- E. Board of Review – Wednesday, July 30 @ 1:00 p.m.
- F. Next Plan Commission Meeting – August 5

**Ninth order of business:** Adjournment

**MOTION MADE BY MR. VAN HORN, SECONDED BY MS. DUNDON TO ADJOURN. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 9:10 P.M.**

Respectfully submitted,

Mary T. Elsner, CMC, WCMC  
Town Clerk

Minutes approved on July 29, 2008