

A PERFECT ENVIRONMENT

Residential ♦ Recreational ♦ Responsible

Chair
Ron Troy
Supervisors
Pete Van Horn
Edward Kranick
Christopher Smith
Billy Cooley
Christie Dionisopoulos

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
THURSDAY, DECEMBER 19, 2019 at 6:30
DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI**

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 December 10, 2019, Town Board Minutes

5. Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2019 budget

B. 1) Accounts payable; 2) Payroll

6. Communications (*for discussion and possible action*)

A. From Tim Barbeau, regarding Elmhurst Road Bridge

B. From Paul Farrow, regarding Draft Animal Keeping and Miscellaneous Zoning Amendments

C. Moody's Investor Service Annual Comments Report for the Town of Delafield.

7. Unfinished Business

A. Discussion and possible action on request to install biking etiquette signage on bike path running parallel with Cushing Park Road (tabled 10/8/19)

B. Discussion and possible action on concern re: condition of property at S1W31448 Hickory Hollow Ct.

C. Discussion and possible action on code enforcement options for the property located at N14W28109 Silvernail Road.

D. Discussion and possible action regarding Dog Licenses ordinance. (tabled 12/10/19)

E. Discussion and possible action on issues involving road-shoulders on the North Shore entrance to Woodridge Estates (tabled 12/10/19)

8. New Business

A. Discussion and possible action regarding the Waukesha Sheriff's Department 2020 Police Service Contract

B. Discussion and possible action regarding the proposed 2020 Lake Country Municipal Court Budget.

C. Discussion and possible action regarding the RA Smith Service Contract for 2020.

D. Approval of revised November 13, 2019 Public Hearing Minutes.

9. Announcements and Planning items

Next Plan Commission Meeting is January 7 @ 6:30

Next Town Board Meeting is January 14 @ 6:30

10. Adjournment



Lori Schmeling
Town of Delafield, Office Staff

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
December 10, 2019

Members Present: Chairman Troy, Supervisor Van Horn, Supervisor Kranick, Supervisor Dionisopoulos, Supervisor Cooley

Also Present: Tim Barbeau, Town Engineer; Kevin Fitzgerald, Plan Commission Chairman

First order of business: Call to Order
Chairman Troy called the meeting to order at 6:30 p.m.

Second order of business: Pledge of Allegiance
Chairman Troy led all in the Pledge of Allegiance.

Third order of business: Citizen Comments
There were no citizen comments.

Fourth order of business: Approval of November 26, 2019, Town Board Minutes
MOTION MADE BY SUPERVISOR KRANICK TO APPROVE THE MINUTES AS PRESENTED BY THE CLERK. SUPERVISOR COOLEY SECONDED. MOTION CARRIED UNANIMOUSLY.

Fifth order of business: Action on vouchers submitted for payment:
A. Report on budget sub-accounts and action to amend 2019 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

MOVED TO APPROVE PAYMENT OF CHECKS # 62622-62629 and CHECKS #62487-62512 IN THE AMOUNT OF \$ 87,579.67.

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$ 54,954.86

SUPERVISOR COOLEY MADE MOTION. SUPERVISOR KRANICK SECONDED. MOTION CARRIED UNANIMOUSLY.

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

Seventh order of business: Unfinished Business

A. Discussion and possible action on request to install biking etiquette signage on bike path running parallel with Cushing Park Road (tabled 10/8/19)

This item remains tabled.

B. Discussion and possible action on concern re: condition of property at S1W31448 Hickory Hollow Ct.

Tim Barbeau, Town Engineer, has made several attempts to contact the homeowner, including Certified Letters, with no success. Town Attorney Eric Larson is preparing an affidavit so that Mr. Barbeau can get onto the property to see the current status and then move forward to take action.

C. Discussion and possible action on code enforcement options for the property located at N14W28109 Silvernail Rd.

Tim Barbeau, Town Engineer, visited the site and could see an RV and other debris in the front yard. Mr. Barbeau will write a letter to the homeowner telling them that they are in violation of Town codes.

SUPERVISOR KRANICK MADE A MOTION TO TAKE ITEM 8D. OUT OF ORDER. MOTION SECONDED BY SUPERVISOR COOLEY. MOTION PASSED UNANIMOUSLY.

8D. Discussion and possible action on the adoption of an Ordinance to change the Town of Delafield Comprehensive Plan as follows: Tax Key No. DELT 0811-999 from Commercial and Office Park to Mixed Use, except in areas designated as Primary Environmental Corridor (PEC); Tax Key No. DELT 0809-996 from Suburban 1 Density Residential to Low Density Residential, except in the areas designated as PEC; Tax Key No. DELT 0809-995 from Suburban 1 Density Residential to Low Density Residential for lands located north of a line between the southeast corner of tax parcel DELT 0809-996 and the center line of Elmhurst Drive directly west of the southwest corner of Lot 9, Golf Ridge subdivision, except in the areas designated as PEC; Tax Key no. DELT 0809-995 from Commercial and Office Park to Mixed Use for Lands located south of said line.

Tim Barbeau, Town Engineer, made a presentation to the Board explaining the Land Use Plan change: The Thomas family has requested that their land be changed from Office/Commercial to Mixed Use and Suburban 1 Density Residential to Low Density Residential. The definition of Mixed Use for the Comprehensive Plan allows: Residential, Public, Institutional, Office, Retail, Service, Light Industrial, and Research & Development. The change from Suburban 1 Density Residential to Low-Density Residential is to match all the other residential uses in the area. If these items pass the Town Board, the Thomas family will have to get approval from Waukesha County. The process will take approximately 4 months.

Chairman Troy stated that tonight's meeting is not to discuss re-zoning the property. The land is currently zoned as Agricultural and after tonight's meeting, it will still be zoned as Agricultural. Tonight's Land Use discussion is only about changing the Land Use from Office/Commercial to Mixed Use, and Suburban 1 Density Residential to Low-Density Residential.

Comments were taken from Town Residents:

Peter Ogden, Happy Hollow, is concerned that there won't be enough water for new buildings as well as current residential homes in the area. Mr. Ogden is also concerned that a commercial building will be too tall.

Pete Buerosse, Elmhurst Drive, is concerned about buffers between current residential homes and new commercial buildings.

Alan Knepper, Brookstone Circle, is not happy with the process. He feels that the town has not kept residents properly informed on the process of potential development of the Thomas farm.

Denise Reese, Golf Ridge South, is concerned about increased traffic on Golf Road.

Todd Wozniak, Domecki Court, thinks that the Town should wait until actual plans for a development are submitted, and then zoning and land use can be changed.

Kathy Gutenkunst, East Glen Cove, would like a buffer between current homes and new development.

John Ruf, Beach Park Circle, is concerned that a big development will make a big impact on the capacity of the Sanitary/Sewer District. The sewer system may have to be updated.

Tom Koepp, Parkside Road, from the Pewaukee Sanity District, agrees with Mr. Ruf.

Cindy Duchow, Louis Ave., questioned why we need to change the Land Use Plan to Mixed Use instead of keeping what we have. Engineer Barbeau responded to Ms. Duchow that the Town is looking into changing the Land Use Plan because a citizen applied to change it. Supervisor Kranick added that currently, the Land

Use Plan allows a development with 100% retail or 100% restaurants to be developed on the land. The Town does not want this. Changing to a Mixed Use plan will provide the Town more flexibility to develop the land.

Supervisor Kranick stated that the Town Board would like to see different buildings like unique Senior Housing or a High-Tech Firm on that land.

Jeff Lien, Hidden Creek Court, is concerned about water flow/drainage with new development.

Chairman Troy stated that some emails were received at the Town. Chairman Troy read the names of the residents that sent the emails. All of the residents were opposed. These residents are listed below:

*Helen Rehberger, Golf Ridge North
Jenna Marcotte, Golf Ridge Subdivision
Francis and Jean Mayhew, Golf Ridge South
Aric Zeier
Jeff and Debbye Spang, Golf Ridge Subdivision
David Zeier, Golf Ridge North
Jim Frett, Golf Ridge North
Denise Reese, Golf Ridge South*

Rob Thomas, Oakton Road, stated that he owns the land along with four of his cousins. Mr. Thomas is formally requesting that the Town of Delafield change the Land Use Plan from Office/Commercial/Residential to Mixed Use/Residential. Mr. Thomas stated that originally the Land Use Plan said that 85% of the property had to be open/green space. (It was then modified to 80%.) Mr. Thomas stated that under 80% open/green space, a developer could only build a small office building on a large piece of land. In 25 years, only two potential buyers have come forward. No buyer wants to have that much open/green space. The Thomas family wants to sell the land, but they can't get a developer to even put a plan together with such large open/green space. The Thomas family asked the Town to review the Land Use Plan and see if changes could be made. Mr. Thomas stated that discussion with the Town was focused on what is best to do with the property. Changing to Mixed Use would allow the Thomas family to get a buyer and would be good for the Town. Originally, the Thomas family wanted the open/green space to decrease to 35%. The Town Plan Commission said it must be 50%. Mr. Thomas stated that their original proposed plan has been altered, and not to the Thomas family's advantage and that this has been difficult for the Thomas family. Mr. Thomas asks that the ordinance be passed as it currently states and that any more restrictions will jeopardize the sale of the land. Mr. Thomas stated that he hopes the Town and the Thomas family can come to a resolution that is beneficial to both of them.

CHAIRMAN TROY CLOSED THE PUBLIC COMMENT SESSION ON THE AGENDA ITEM.

Chairman Troy requested Kevin Fitzgerald, Chairman of the Town's Plan Commission, explain to the Board the process the Plan Commission followed in reaching the proposal before the Board this evening.

Kevin Fitzgerald, Plan Commission Chairman, stated that the Town should change the Land Use now so that it has control of the situation rather than wait for a developer to come in and then change the Land Use Plan. Mr. Fitzgerald further stated that the Planning Commission felt that a Mixed Use Plan would be better for the Town. Mixed Use will allow more opportunities to improve things for the town, while providing, perhaps, benefit to the land owners and developers. The Plan Commission's biggest issues were: traffic and lighting. The Plan Commission does not want a large commercial office park, with hundreds of employees coming and going on the property. Mr. Fitzgerald continued that "light-industrial" has one tenth the employees that office buildings would. The Plan Commission re-wrote the zoning code to make it more restrictive as to what kinds of buildings can be developed there.

Supervisor Van Horn stated that the Plan Commission has put a lot of work into this. This Land Use change is just the first step in a long process. There will be many more meetings. Supervisor Van Horn stated that we should support the Plan Commission and that he has no problem with this proposal.

Supervisor Cooley stated that he is more comfortable making a change to the Land Use Comprehensive Plan once he sees what is going to be built on the property.

Chairman Troy stated that "this proposal did come unanimously from the Plan Commission and this land has been Commercial/Residential for over 25 years. Changing to Mixed Use will include Office/Commercial and includes things that are more marketable in today's environment." Chairman Troy continued that "this change is more appealing to potential buyers" and he believes that "the land owners have a right to sell their property". Supervisor Troy "is in favor of the Land Use change and in the long term, it will be good for the Town in many respects."

Supervisor Kranick stated that "the Town Board has been discussing this proposed change since last Spring and have put many hours into this discussion. The Board changed to Mixed Use to allow flexibility with this land". Supervisor Kranick further stated that the Board wants the Residential zone buffered and they are cognizant of the traffic issues.

Chairman Troy stated that the ordinance requires that the entire property, all 150 acres, be developed under one master development plan and one master development company, so we are actually limiting the ability of the owner of the property to sell off pieces of the land.

SUPERVISOR VAN HORN MOVED THAT THE BOARD SUPPORT THE RECOMMENDATION OF THE PLAN COMMISSION AND APPROVE THE LAND USE PLAN. SUPERVISOR DIONISOPOULOS SECONDED. CHAIRMAN TROY ASKED FOR A ROLL CALL VOTE: SUPERVISOR KRANICK: "AYE"; SUPERVISOR VAN HORN "AYE"; SUPERVISOR COOLEY: "NAY"; SUPERVISOR DIONISOPOULOS: "AYE"; CHAIRMAN TROY: "AYE". MOTION PASSES FOUR TO ONE.

8E. Discussion and possible action on the adoption of an ordinance to repeal and recreate the definition of light industrial, and to create Section 17.04 5. R. Mixed Use of the Town of Delafield Municipal Code.

Town Engineer, Tim Barbeau, explained the ordinance and definition of "light industrial". Mr Barbeau stated that under "light industrial", the following buildings are prohibited: distribution centers, stand-alone restaurants, and stand-alone retail. Mr. Barbeau continued that open/green space changes from 35% to 50% and there will be design standards for architectural features. Early next year, the Plan Commission wants to craft separate ordinances for items such as: lighting, landscaping, and architectural features.

Chairman Troy stated that he wants independent ordinances written for lighting and landscaping standards.

Todd Wozniak, Domecki Court, stated that he is concerned about the increased traffic that added residential units will add.

Terri Mahoney Ogden, Happy Hollow Road, feels that not many residents in the Town have known that this whole process has even started. She wants a better way to communicate to Residents about the status of the Thomas land.

Chairman Troy responded that this information has been posted on the Website and on the Town Memo Board outside the Town Hall, as per regulations, but does admit that with the current absence of a Town Clerk, things have not been posted in as timely of a manner as we would like.

Kathy Gutenkunst, East Glen Cove, stated that under this new ordinance, a developer can come along and say that they want to put in 400 units. The way this ordinance is worded, the Town will have to let the developer go forward or the developer could sue the Town. Ms. Gutenkunst thinks that this should be a Conditional Use Permit. She is against a multi-family development of over 200 units. She would like to see Senior Housing alone. Ms. Gutenkunst said that she understands the Board wants a master developer, but the way the ordinance is worded, this is not necessarily the case. She referenced Page 3, paragraph B of the Mixed Use Ordinance and said that there is "nothing in this ordinance that says there needs to be a Master Plan".

Chairman Troy responded: "To educate me, what should it say? It is our intent that the development of the entire property is controlled by a Master Development Plan."

Ms. Gutenkunst stated that "off the top of my head, it should say 'The site has to be developed pursuant to a Master Plan which has to be adopted and the zoning to go with it'." Ms. Gutenkunst told Chairman Troy that she can help him with exact wording in drafting the ordinance. Ms. Gutenkunst continued that she feels 47 feet is too tall for a development near current homes. Ms. Gutenkunst also noted Page 6, Item 6C stated that the way the ordinance is written now, a developer could get an exception to the 200-unit maximum rule, but the ordinance doesn't say how you get that exception. That needs to be re-written. Ms. Gutenkunst noted other sections of the ordinance that aren't specific enough. She would ask that the Board table this item and she offered to help re-write areas of the ordinance that "have holes". Ms. Gutenkunst thanked the Plan Commission and the Town Board as she feels that they are trying to do the best that they can for the Town.

CHAIRMAN TROY CLOSED THE PUBLIC COMMENT SESSION ON THE AGENDA ITEM.

Chairman Troy stated that "the intent of the Plan Commission is that the property will be developed under one Master Plan. He also stated that he thought the wording in R.1.B. accomplished that objective."

Kevin Fitzpatrick agreed with Cathy Gutenkunst that we could "tighten up" the language in that section.

Chairman Troy feels that his item needs to be sent back to the Planning Commission.

SUPERVISOR KRANICK MADE A MOTION TO SEND THE TOWN'S MIXED USE ORDINANCE BACK TO THE PLANNING COMMISSION FOR REVISIONS. SUPERVISOR DIONISOPOULOS SECONDED. THE MOTION PASSED UNANIMOUSLY.

D. Discussion and possible action regarding Dog Licenses ordinance.

Supervisor Dionisopoulos stated that eight residents currently have 3 dogs each that are licensed. This goes against the Town Ordinance of 2 dogs maximum per household. Five of the eight residents have more than 1.5 acres of land, so they qualify to get a Hobby Kennel license. These five residents will need to get approved for a hobby kennel license through the Plan Commission. For the other three residents whose yards are smaller than 1.5 acres, it is proposed that these residents will receive a certificate stating that their current number of 3 dogs is approved, but once one of their dogs passes away, they will be mandated to only have 2 dogs as per the ordinance. Chairman Troy feels that this item needs more discussion, so this item should be tabled.

SUPERVISOR KRANICK MOTIONED THAT THIS ITEM BE TABLED. SECONDED BY SUPERVISOR COOLEY. MOTION PASSED UNANIMOUSLY.

E. Discussion and possible action on approval of a Bartender/Operator License for Shad Roberts.

SUPERVISOR COOLEY MADE A MOTION TO APPROVE SHAD ROBERTS FOR A BARTENDER/OPERATOR LICENSE. MOTION SECONDED BY SUPERVISOR VAN HORN. MOTION PASSED UNANIMOUSLY.

Eighth order of business: New Business

A. Discussion and possible action regarding building inspector services

Supervisor Kranick stated that all previous bids from the RFP were rejected. Chairman Troy suggests that he and Supervisor Kranick meet with the current Building Inspection company and discuss modifying the current contract to include Code Enforcement and bring the modified contract to the Town Board by early March.

B. Appointment of Election Inspectors for the period of 1/1/2020-12/31/2021

SUPERVISOR KRANICK MADE A MOTION THAT THE BOARD APPROVE ALL ELECTION INSPECTORS FOR THE PERIOD OF 1/1/2020 THROUGH 12/31/2021 AS PRESENTED ON THE MEMO. SUPERVISOR COOLEY SECONDED. THE MOTION PASSED UNANIMOUSLY.

C. Mark and Konstance Remshak, W303 N2625 Maple Avenue, Re: Consideration and possible action on a request for approval of a Certified Survey Map to combine a portion of lot 15 and a portion of lot 16, Crystal Springs Park subdivision that they own into one lot.

Town Engineer, Tim Barbeau, stated that the current lot line, which has been in its current location for many years, passes through an existing building. The property owners are just requesting to move that line.

SUPERVISOR KRANICK MADE A MOTION TO APPROVE THE REQUEST OF A CERTIFIED SURVEY MAP TO COMBINE A PORTION OF LOT 15 AND A PORTION OF LOT 16. SECONDED BY CHAIRMAN TROY. MOTION PASSED UNANIMOUSLY.

D. Item already discussed

E. Item already discussed

F. Discussion and possible action on the adoption of an ordinance to repeal and re-create certain sections of chapter 17, and repeal and re-create all of section 17.05 of the Town of Delafield municipal code related to conditional uses, incorporating certain revisions suggested by the Waukesha County Parks and Land Use Department, related to conditional uses, and to rescind action taken on March 12, 2019 on a prior version of the same ordinance.

SUPERVISOR KRANICK MADE A MOTION THAT WE APPROVE THE CHANGE SUBJECT TO THE TOWN'S ATTORNEY REVIEW AND COMMENTS. SUPERVISOR DIONISOPOULOS SECONDED. MOTION PASSED UNANIMOUSLY.

G. Discussion and possible action on issues involving the road-shoulders on the North Shore entrance to Woodridge Estates.

Engineer Barbeau stated that the Subdivision is allowed to put in a curb, if approved, but that the Town will not pay for it. Chairman Troy feels that this item needs more discussion and should be tabled.

SUPERVISOR KRANICK MADE A MOTION TO TABLE THIS ITEM. SECONDED BY SUPERVISOR COOLEY. MOTION PASSED UNANIMOUSLY.

Ninth Order of business: Announcements and Planning items

A. Next Plan Commission Meeting – January 7 @ 6:30

B. Next Town Board Meeting – Thursday, December 19 @ 6:30

Tenth Order of business: Adjournment

MOTION MADE BY SUPERVISOR COOLEY TO ADJORN. SECONDED BY SUPERVISOR KRANICK. MOTION PASSED UNANIMOUSLY. MEETING ADJORNED AT 9:10 P.M.

Respectfully submitted,



Lori Schmeling
Town of Delafield Office Staff

Minutes approved on:



CREATIVITY BEYOND ENGINEERING

AGENDA ITEM

DEC 19 2019

ITEM # 6A PAGE 1 of 4

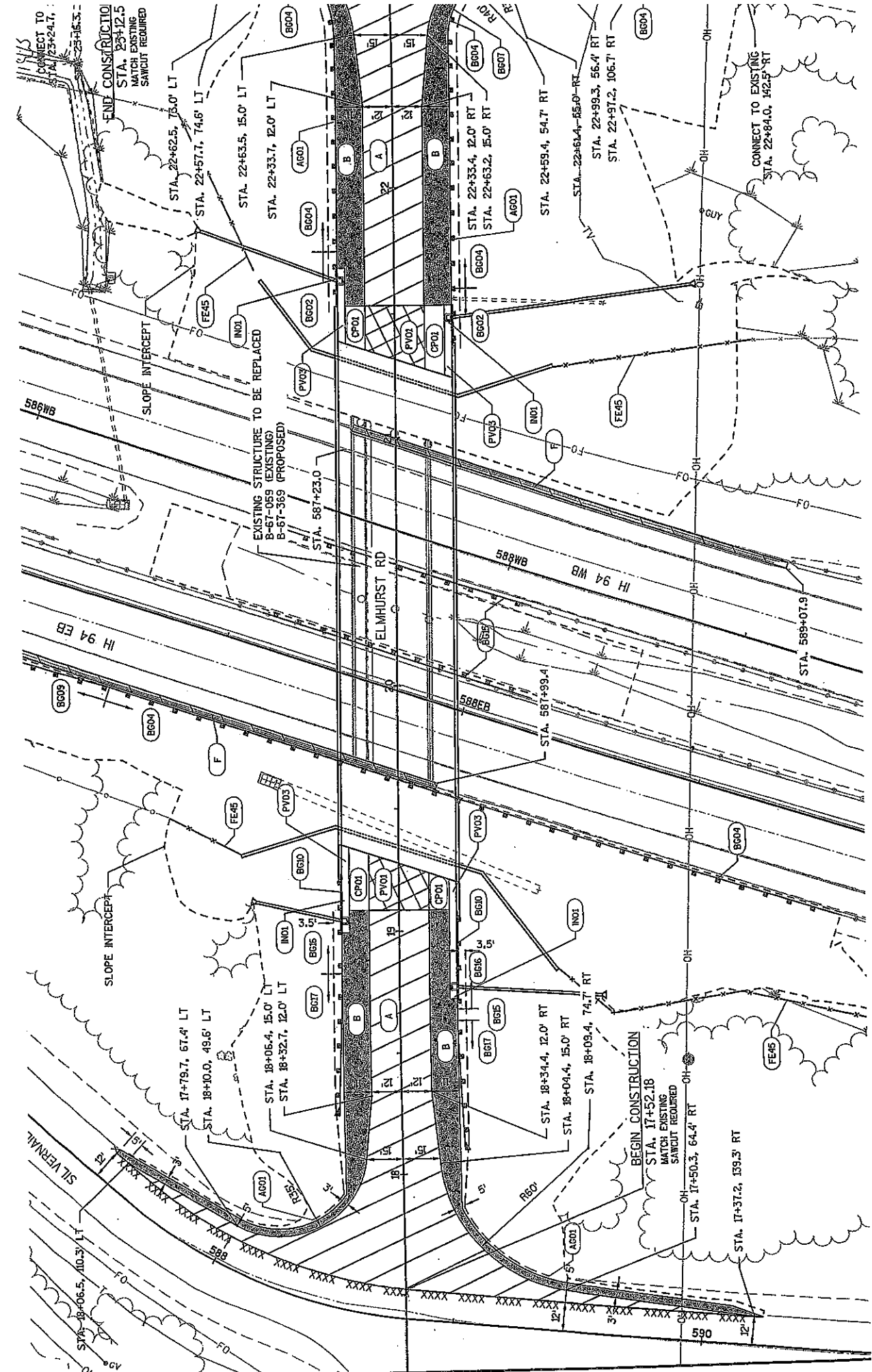
MEMORANDUM

DATE: December 2, 2019
TO: Town of Delafield Board of Supervisors
FR: Tim Barbeau, Town of Delafield Engineer *TJB*
CC: Karen Nipko, Deputy Town Clerk
Paul Kozlowski, Town of Delafield Fire Chief
RE: Elmhurst Road Bridge over I-94

Recently, I received correspondence from WisDOT regarding the reconstruction of the Elmhurst Road bridge over I-94 and wanted to provide you with a brief update.

- Plans, specifications and estimates are nearing completion and are going through final reviews.
- The project consists of removing the entire Elmhurst Road bridge and replacing it. The bridge will widen from the 32 foot width it is currently at to 49 feet wide (includes the parapet walls). There will be two 12-foot driving lanes and two 11-foot concrete shoulders. The bridge and approaches will be concrete; paving between the bridge and the adjacent roads will be asphalt. The widen lanes will extend to Golf Road and Silvernail Road as part of the project.
- The project will be bid out in May of 2020 and construction is slated to take place between January 4, 2021 and October 31, 2021.
- All traffic will be detoured east to CTH SS using Silvernail Road and Golf Road
- There will be full I-94 highway closures at times during the project. The closure will only be in one direction at any one time. The detour route during the I-94 lane closures will be Golf Road between STH 83 and CTH SS. I have expressed my concern to the WisDOT Project Manager regarding access from Glen Cove Road during I-94 closures, since there is not a three-way stop at that location and access to Maple Avenue would be a circuitous route through the High Ridge subdivision.
- There is a traffic control plan in place and includes signs indicating when construction will be starting.

Attachments: Bridge plan view; Detour route, I-94 closure detour route



CONNECT TO
STA. 23+12.5
MATCH EXISTING
SAWCUT REQUIRED

BEGIN CONSTRUCTION
STA. 23+12.5
MATCH EXISTING
SAWCUT REQUIRED

STA. 22+62.5, 75.0' LT
STA. 22+57.7, 74.6' LT

STA. 22+63.5, 15.0' LT
STA. 22+33.7, 12.0' LT

STA. 22+33.4, 12.0' RT
STA. 22+63.2, 15.0' RT

STA. 22+59.4, 54.7' RT
STA. 22+61.4, 55.0' RT

STA. 22+99.3, 56.4' RT
STA. 22+97.2, 106.7' RT

CONNECT TO EXISTING
STA. 22+84.0, 142.5' RT

SLOPE INTERCEPT

EXISTING STRUCTURE TO BE REPLACED
B-67-059 (EXISTING)
B-67-369 (PROPOSED)
STA. 587+23.0

ELMHURST RD

586WB
588WB
589WB

H 94 WB

588EB

STA. 587+99.4

STA. 589+07.9

H 94 EB

SLOPE INTERCEPT

STA. 17+79.7, 67.4' LT
STA. 18+10.0, 49.6' LT

STA. 18+06.4, 15.0' LT
STA. 18+32.7, 12.0' LT

STA. 18+34.4, 12.0' RT
STA. 18+04.4, 15.0' RT

STA. 18+09.4, 74.7' RT

BEGIN CONSTRUCTION
STA. 17+52.18
MATCH EXISTING
SAWCUT REQUIRED

STA. 17+50.3, 64.2' RT
STA. 17+37.2, 139.3' RT

SIL VERNAL

STA. 18+06.5, 10.3' LT

588

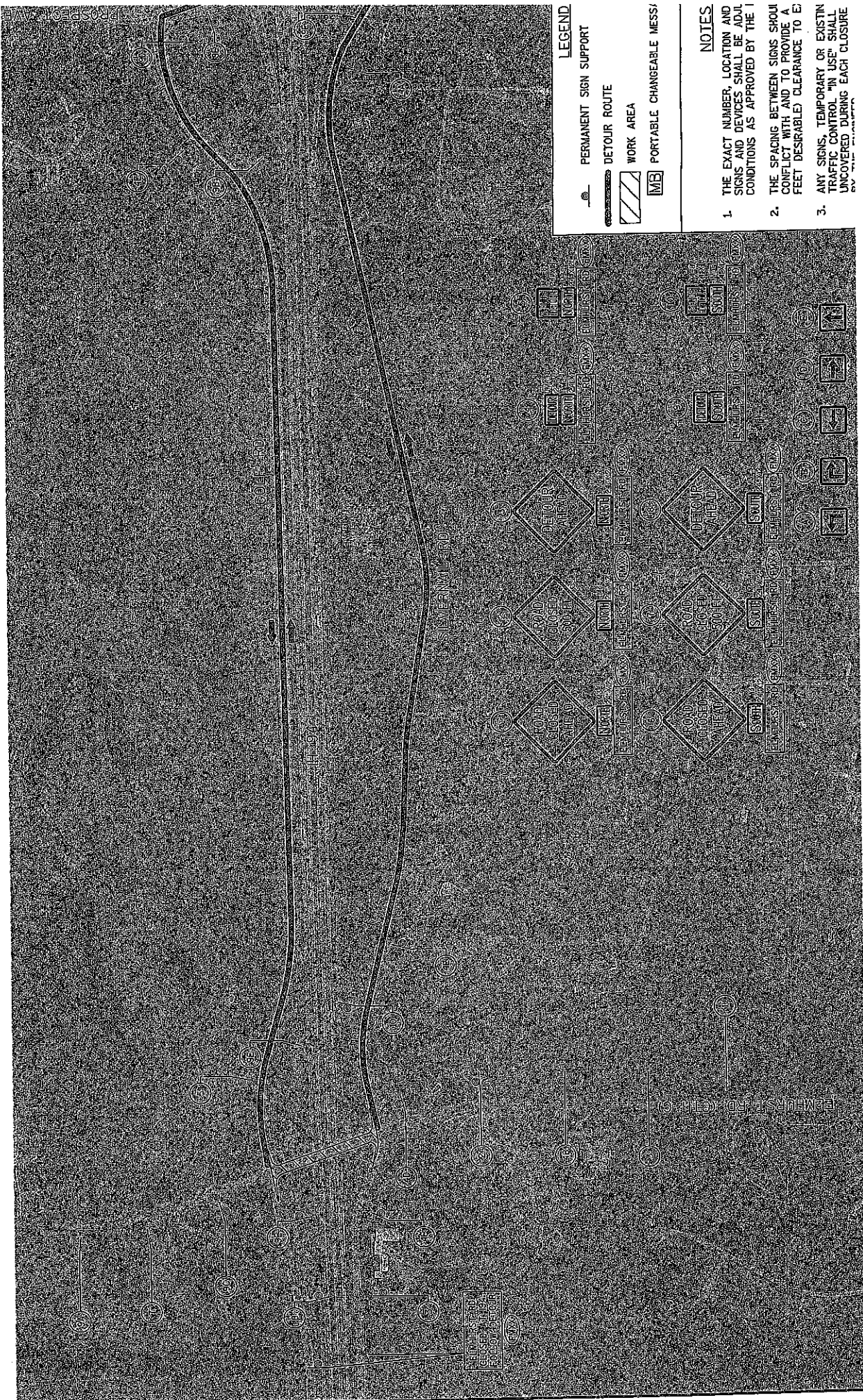
589

590

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590

590



LEGEND

PERMANENT SIGN SUPPORT

DETOUR ROUTE

WORK AREA

PORTABLE CHANGEABLE MESSAGE

NOTES

1. THE EXACT NUMBER, LOCATION AND SIGNS AND DEVICES SHALL BE ADJUSTED AS APPROVED BY THE ENGINEER.
2. THE SPACING BETWEEN SIGNS SHOULD BE AS APPROVED BY THE ENGINEER TO AVOID CONFLICT WITH AND TO PROVIDE A FEET DESIRABLE CLEARANCE TO EXISTING SIGNS.
3. ANY SIGNS, TEMPORARY OR EXISTING TRAFFIC CONTROL "IN USE" SHALL BE UNCOVERED DURING EACH CLOSURE.

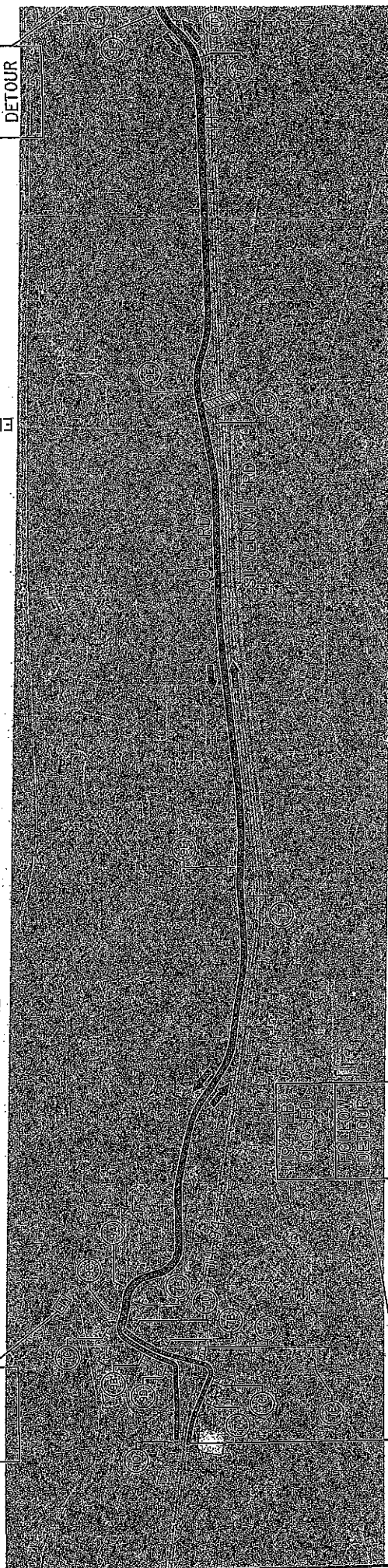
MAPLE AVE (C1)

194 EB
CLOSED
FOLLOW
DETOUR

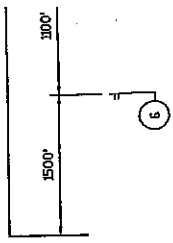
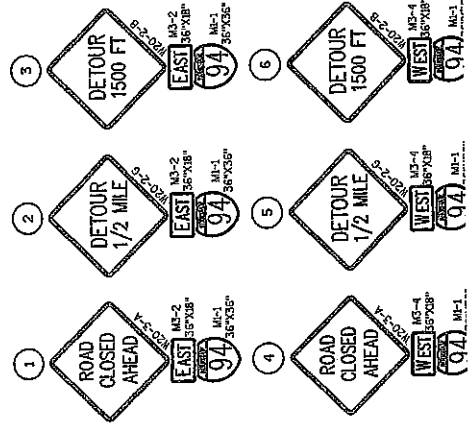
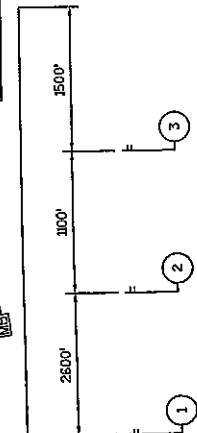
STH 83

ELMHURST RD

194 WB
CLOSED
FOLLOW
DETOUR

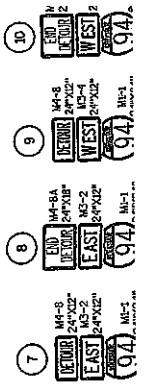


194 EB
CLOSED
FOLLOW
DETOUR



- NOTES:**
1. THE EXACT NUMBER, LOCATION AND SPACING BETWEEN ALL SIGNS AND DEVICES SHALL BE ADJUSTED TO FIT FIELD CONDITIONS AS APPROVED BY THE ENGINEER.
 2. THE SPACING BETWEEN SIGNS SHOULD BE ADJUSTED NOT TO CONFLICT WITH AND TO PROVIDE A MINIMUM OF 200 FEET (500 FEET DESIRABLE) CLEARANCE TO EXISTING SIGNS.
 3. ANY SIGNS, TEMPORARY OR EXISTING, WHICH CONFLICT WITH TRAFFIC CONTROL "IN USE" SHALL BE COVERED AND UNCOVERED DURING EACH CLOSURE AS NEEDED AND APPROVED BY THE ENGINEER.
 4. CLOSE ONLY ONE DIRECTION OF THE FREEWAY AT A TIME.

- LEGEND:**
- LL- TEMPORARY SIGN SUPPORT
 - DETOUR ROUTE
 - WORK AREA
 - PORTABLE CHANGEABLE MESSAGE BOARDS



Communication
12.9



DEC 19 2019

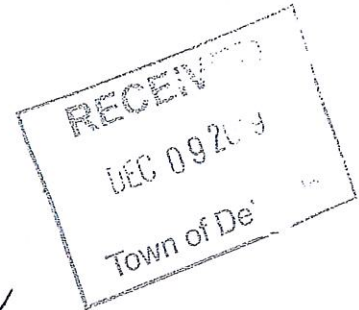
ITEM # 6B PAGE 1 of 2

6.3

Waukesha County
Department of Parks and Land Use

MEMORANDUM

TO: Town planners in Waukesha County
FROM: Jason Fruth, Planning and Zoning Manager
DATE: December 4, 2019
SUBJECT: Draft animal keeping and miscellaneous zoning amendments ✓



Our office has experienced an increase in the number of inquiries regarding the keeping of chickens on residential properties in recent years. In response, county planning staff researched local ordinances and best management practices regarding this use trend. Our office extended an invitation to all town planners within the county late last year to participate in discussing draft zoning accommodations for chickens on residential property. Several town planners and county staff subsequently met and discussed chicken keeping and also assessed existing standards for horses, bees and other types of livestock. The workgroup supported chicken keeping accommodations and expressed an interest in streamlining the animal keeping standards to make them easier to understand and administer. Below is a summary of proposed ordinance amendments related to animals. The proposed animal keeping amendments would pertain to both the General County Zoning Code (applicable to the non-shoreland areas of the Towns of Oconomowoc and Ottawa only) and the County Shoreland and Floodland Protection Ordinance (shoreland areas of all eleven towns):

- Creates “recreational chicken use” accommodations within the zoning ordinances (Section 3(w), Shoreland Ordinance, and Section 3.21, General Zoning Code). Keeping of chickens is currently restricted to parcels of a minimum of three or five acres depending upon a property’s zoning district. The new code option would allow a maximum of five chickens via a registration process on parcels that are between 20,000 square feet and 3 acres in area. The proposed chicken keeping provisions contain standards for coops, enclosures and preventing nuisance conditions.
- The recreational chicken use provisions include a cross reference to a best management practices document for keeping of chickens to make animal care, disease prevention and other resources readily accessible to individuals considering keeping chickens.
- Standardizes that one head of livestock is permissible if parcels are at least three acres (one additional head of livestock per each acre thereafter). At present, some districts require a minimum of five acres for livestock. The animal keeping rules would be consolidated in the A-1 Agricultural District.
- Reduces acreage requirements for keeping of bees from five acres to three acres so that the three acre minimum is consistent across zoning districts.

Planning and Zoning

515 W. Moreland Blvd., Room AC 230 Waukesha, Wisconsin 53188-3878

Phone: (262) 548-7790 Fax: (262) 896-8071 www.waukeshacounty.gov/planningandzoning

- In addition to one head of livestock per three acres, the proposed amendments would also allow up to twenty poultry per acre if a property contains at least three acres. Current rules allow either one head of livestock or up to twenty poultry per acre.
- Reduce the minimum required acreage for cultivation of lands from five to three acres and preserve ability of town and county to authorize cultivation on smaller tracts with consideration of neighborhood setting.
- In residential and agricultural districts (other than the farmland preservation districts), clarify that animal keeping on parcels or farms of between five and twenty acres is limited to one head of livestock for the first three acres of land and one head of livestock per each additional acre thereafter and provide a waiver option for more animals to be sought upon a review of adjacent land uses by the town and county.

In addition to the proposed animal amendments, the following miscellaneous amendments are proposed to modernize the zoning ordinances relative to several other unrelated issues:

- Delete the C-1 Conservancy District and the EC Environmental Corridor District from the ordinance and revise references to those base zoning districts to the C-1 Conservancy Overlay District and the EC Environmental Corridor Overlay Districts, respectively. These base zoning districts are no longer mapped, as the phased conversion to overlay zoning districts was completed within the past few years.
- Deletes the R-1a District from the General Zoning Code, as no properties are zoned as such.
- Per State Department of Natural Resources requirements, incorporates minor changes to shore setback averaging language (Section 3(h)(2)(i)) of the Shoreland and Floodland Protection Ordinance.
- Revises farm signage provisions to allow for signs of a maximum of 20 square feet in area on farms of at least 35 acres in the various districts where signage is currently limited to small nameplates.
- Revises the "permitted use" language for the districts where private use greenhouses are permitted to clarify that nurseries, which are defined as containing sales activities, are not authorized in those districts.
- Modifies the Zoning Code requirements for conditional use notice mailing method and timeframe for town conditional use recommendations to match the Shoreland and Floodland Protection Ordinance (SFPO). The change would allow a town plan commission 45 days to advance a recommendation to the county rather than the 30 days that are currently specified. This extended timeframe better accommodates town meeting schedules. In addition, all references to mailing of conditional use certified mail would be amended to first class mail, which would resolve inconsistencies within the Zoning Code.

The proposed ordinance amendments can be viewed in a "track changes" format on the Waukesha County website at www.waukeshacounty.gov/planningandzoning. Click on "Zoning Ordinances" and then "Draft County Ordinances" or click the following link: <https://www.waukeshacounty.gov/landandparks/planning-and-zoning/zoning-ordinances>. Please note that the amendments are in displayed in the context of the ordinances as they existed prior to the adoption of the Downtown Okauchee amendments, that were adopted earlier this year. Upon adoption, all amendments will be finally incorporated and codified. **Please provide comments or questions to Sandy Scherer or me no later than February 4, 2020 so that we can prepare final code language and begin the ordinance consideration process that will include a public hearing and final action by the County Board.** We can be reached at (262)548-7790 or via email at sscherer@waukeshacounty.gov or jfruth@waukeshacounty.gov. Thank you in advance for your input.

cc: Town Clerks

N:\PRKANDLU\Planning And Zoning\Division Projects\Animal Ordinance\Correspondence\Memo To Town Planners 100719.Docx

6.C

AGENDA ITEM

Karen Nipko

DEC 19 2019

From: Sam.Krouse@moody.com
Sent: Tuesday, December 10, 2019 4:54 PM ✓
To: mary.elsner@townofdelafield.org
Cc: sam.krouse@moody.com; rachel.cortez@moody.com; james.kerin@moody.com
Subject: Moody's Annual Issuer Comment: Final Version for Delafield – Moody's ID: 901868845 - (Email 3 of 3)
Attachments: PFG_IssuerComment_Report_Final_2019121017533530_1184535.pdf

ITEM # 6C PAGE 1 of 6

Dear Mary,

We are sending you the final version of Moody's Annual Issuer Comment Report for Delafield. This report was published on Moodys.com on Tuesday, December 10, 2019.

We have incorporated any appropriate changes that you may have brought to our attention during your review.

Please feel free to email me at Sam.Krouse@moody.com or call 214.979.6842 with any questions about the report. Thank you for working with us.

Sincerely,
Sam Krouse
Moody's Local Government Team

NOTE: Your email security system may have removed the PDF attachment before delivery to your inbox. Please let us know if you did not receive the PDF attachment.

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While tax increment districts are ultimately expected to generate revenues sufficient to cover initial city outlay, cities are exposed to economic downturns which could halt development.

Sector Trends - Wisconsin Cities

Wisconsin cities will continue to benefit from an improving state economy. The overall economy continues to experience steady growth but remains dependent on manufacturing. Property tax revenues will remain stable or will slightly improve due to increased construction activity and development within tax increment districts. Most Wisconsin cities participate in the Wisconsin Retirement System, which continues to be relatively well-funded. Overall, fixed costs are manageable and not a pressure for cities.

EXHIBIT 1

Key Indicators ⁴ ⁵ Delafield

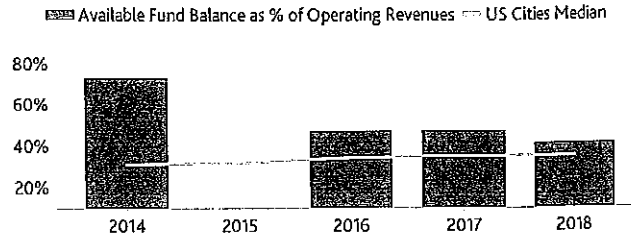
	2014	2015	2016	2017	2018	US Median	Credit Trend
Economy / Tax Base							
Total Full Value	\$1,388M	\$1,482M	\$1,511M	\$1,547M	\$1,614M	\$1,904M	Improved
Full Value Per Capita	\$167,386	\$178,820	\$181,355	\$184,765	\$183,493	\$94,106	Improved
Median Family Income (% of US Median)	188%	194%	204%	199%	199%	111%	Improved
Finances							
Available Fund Balance as % of Operating Revenues	72.8%	N/A	47.1%	47.2%	40.8%	34.6%	Weakened
Net Cash Balance as % of Operating Revenues	123.8%	N/A	88.9%	90.3%	81.6%	39.6%	Weakened
Debt / Pensions							
Net Direct Debt / Full Value	0.3%	0.3%	0.3%	0.2%	0.2%	1.1%	Stable
Net Direct Debt / Operating Revenues	1.32x	N/A	1.03x	0.97x	0.92x	0.84x	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Full Value	0.0%	0.0%	0.0%	0.0%	0.0%	1.9%	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Operating Revenues	0.00x	N/A	0.00x	0.00x	0.00x	1.56x	Stable
	2014	2015	2016	2017	2018	US Median	
Debt and Financial Data							
Population	8,297	8,288	8,337	8,375	8,798	N/A	
Available Fund Balance (\$000s)	\$2,334	N/A	\$1,734	\$1,760	\$1,502	\$8,028	
Net Cash Balance (\$000s)	\$3,970	N/A	\$3,275	\$3,370	\$3,000	\$9,530	
Operating Revenues (\$000s)	\$3,208	N/A	\$3,686	\$3,731	\$3,677	\$23,172	
Net Direct Debt (\$000s)	\$4,219	\$4,004	\$3,814	\$3,607	\$3,395	\$19,139	
Moody's Adjusted Net Pension Liability (3-yr average) (\$000s)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,448	

Source: Moody's Investors Service

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on www.moody's.com for the most updated credit rating action information and rating history.

EXHIBIT 2

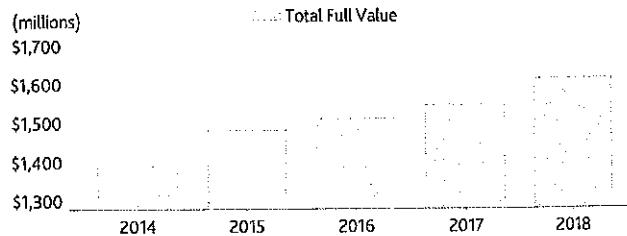
Available fund balance as a percent of operating revenues decreased from 2014 to 2018



Source: Issuer financial statements; Moody's Investors Service

EXHIBIT 3

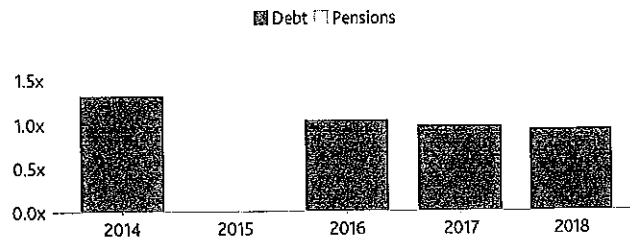
Full value of the property tax base increased from 2014 to 2018



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

EXHIBIT 4

The debt burden to operating revenues was consistent from 2014 to 2018



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

Endnotes

- The rating referenced in this report is the issuer's General Obligation (GO) rating or its highest public rating that is GO-related. A GO bond is generally backed by the full faith and credit pledge and total taxing power of the issuer. GO-related securities include general obligation limited tax, annual appropriation, lease revenue, non-ad valorem, and moral obligation debt. The referenced ratings reflect the government's underlying credit quality without regard to state guarantees, enhancement programs or bond insurance.
 - The demographic data presented, including population, population density, per capita personal income and unemployment rate are derived from the most recently available US government databases. Population, population density and per capita personal income come from the American Community Survey while the unemployment rate comes from the Bureau of Labor Statistics.
- The largest industry sectors are derived from the Bureau of Economic Analysis. Moody's allocated the per capita personal income data and unemployment data for all counties in the US census into quartiles. The quartiles are ordered from strongest-to-weakest from a credit perspective: the highest per capita personal income quartile is first quartile, and the lowest unemployment rate is first quartile.
- The institutional framework score assesses a municipality's legal ability to match revenues with expenditures based on its constitutionally and legislatively conferred powers and responsibilities. See [US Local Government General Obligation Debt \(December 2016\)](#) methodology report for more details.
 - For definitions of the metrics in the Key Indicators Table, [US Local Government General Obligation Methodology and Scorecard User Guide \(July 2014\)](#). Metrics represented as N/A indicate the data were not available at the time of publication.
 - The medians come from our most recently published local government medians report, [Medians - Tax base growth underpins sector strength, while pension challenges remain \(May 2019\)](#) which is available on [Moody's.com](#). The medians presented here are based on the key metrics outlined in Moody's GO methodology and the associated scorecard.

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REPORT NUMBER 1184535

CLIENT SERVICES

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Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454

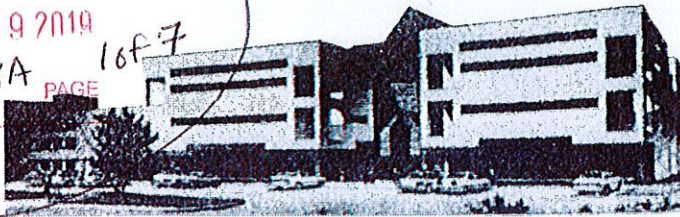


AGENDA ITEM

OFFICE OF THE SHERIFF

DEC 19 2019

ITEM # 8A PAGE 16 of 7



515 W. Moreland Blvd.
Box 1488
Waukesha, WI 53187

Waukesha County Jail
Box 0217
Waukesha, WI 53187

Waukesha County Huber
1400 Northview Road
Waukesha, WI 53188

ERIC SEVERSON, Sheriff

December 2, 2019

Town of Delafield
Ms. Mary Elsner
N14 W30782 Golf Road
Delafield, WI 53018



Dear Ms. Elsner:

Enclosed is the following document:

- Two copies of the 2020 police services contract costs for your municipality including supporting detail for the 2020 police services contract costs.

✓ Please sign and return one copy of the police services contract cost to:

Waukesha County Sheriff's Department
Attn: Josh Joost
515 W. Moreland Blvd
Waukesha, WI 53188

If you have any questions on any of these items, please call me at (262) 548-7164, or email me at jjooost@waukeshacounty.gov.

Joshua Joost
Business Manager
Waukesha County Sheriff's Office

An Accredited Law Enforcement Agency

Administration: 262-548-7126 Records: 262-548-7156 Process: 262-548-7151 Jail: 262-548-7170 Huber: 262-548-7181 Fax: 262-548-7887

Table 1 - Deputy Direct Salary Costs

	2020 Budget
Salary	\$8,441,976
Education Incentive	\$69,342
Retirement	\$983,505
Health Insurance	\$1,425,292
Dental Insurance	\$94,567
Life Insurance	\$32,827
Vision Insurance	\$9,172
Uniform Allowance	\$82,500
Post Employment Health Insurance	\$48,800
Workers Compensation	\$253,243
Total Cost for Deputy Sheriffs	\$12,087,026
Number of Deputy Sheriff Positions	122
Average Cost Per Deputy	\$99,074
Average Hourly Charge (1,744 hours)	\$57
Cost for 5 day a week coverage	\$118,162

Municipality	# Shifts	Coverage	Cost
Town of Delafield	1	0.40	\$39,630

Table 3 - Department Level Supervision/Administration

Position	2019 Bud. Amt	% Alloc to patrol	\$ Alloc. to patrol	\$ Alloc. per position	% Alloc to Contract	\$ Per 0.40 Cont. Pos
Inspector	\$181,610	33%	\$59,931	\$605	30%	\$73
Deputy Inspector	\$159,466	70%	\$111,626	\$1,126	30%	\$135
Business Manager	\$129,645	50%	\$64,822	\$654	100%	\$262
Administrative Captain	\$123,606	100%	\$123,606	\$1,247	35%	\$175
Office Service Coordinator	\$72,063	50%	\$36,031	\$363	25%	\$36
Fiscal Specialist (Payroll)	\$76,399	50%	\$38,199	\$385	50%	\$77
Admin Specialist (Records)	\$51,844	50%	\$25,922	\$261	50%	\$52
Fiscal Specialist (AP)	\$55,497	35%	\$19,424	\$196	100%	\$78
Programs and Projects Analyst	\$92,150	100%	\$92,150	\$929	35%	\$130
Financial Analyst	\$80,831	50%	\$40,415	\$408	100%	\$163
Total Department Level Supervision	\$1,023,108		\$612,127	\$6,174		\$1,181

# Shifts	Coverage	Cost
1	0.40	\$1,181

Town of Delafield Supervision Costs

Table 4 - Operational Costs

Operating Costs	# Pers	\$ per 1.00 Pos.	\$ per 1.67 Pos.	\$ per 1.19 Pos.
Ammunition	113.14	\$766	\$1,283	\$914
Medical Supplies	113.14	\$68	\$114	\$81
Small Tools/Equip	113.14	\$388	\$649	\$462
Microfilming	113.14	\$44	\$74	\$53
Spillman Maintenance	113.14	\$590	\$987	\$703
TYME System Access	113.14	\$122	\$204	\$145
Phone Costs	113.14	\$346	\$580	\$413
Radio Charges	113.14	\$1,863	\$3,120	\$2,222
Operational Comp Costs	113.14	\$3,223	\$5,396	\$3,844
Annual Training	113.14	\$714	\$1,195	\$851
Total Operational Costs		\$8,125	\$13,603	\$9,690

# Shifts	Coverage	Cost
1	0.40	\$3,250
		\$3,250

Town of Delafield Operating Costs One Time Operational Costs

Table 5 - Initial Equipment Purchases - Annual Cost

2020 Bud Amt	Assumed Life	Annual Chrg	Charge for 1.67 FTE	Charge for 1.19 FTE
\$450	8	\$56	\$94	\$67
\$210	10	\$21	\$35	\$25
\$500	5	\$100	\$167	\$119
\$300	20	\$15	\$25	\$18
\$115	8	\$14	\$24	\$17
\$1,500	7	\$214	\$358	\$255
\$50	8	\$6	\$10	\$7
Total Equipment Purchases		\$427	\$713	\$508

Town of Delafield Equipment Purchases

# Shifts	Coverage	Cost
1	0.40	\$171

Table 6 - Risk Management Costs

Property Insurance Per FTE	\$235
General Liability Per FTE	\$570
Auto Liability per FTE	\$287
Auto Liability per Vehicle	\$912
Self Insured Collision Per Vehicle	\$513
1.00 FTE	

# Shifts	Coverage	Cost
1	0.40	\$1,007

Town of Delafield Risk Management Costs

Table 7 - Vehicle Costs

Vehicle Fixed Costs	2020 Budget	5-Yr Assumed Useful Life	5-Yr Annual Cost
Vehicle Purchase*	\$35,600	5	\$7,120
Residual Value	-\$3,000	5	-\$600
Sirens/Lights/etc.	\$3,884	5	\$777
Install Lights/Siren	\$525	5	\$105
Poly Seat	\$720	10	\$72
Push Bumper	\$215	10	\$22
MDC Repl Charge**	\$4,900	5	\$980
AED Replacemnt	\$1,500	8	\$188
Trunk Kit	\$819	5	\$164
Radar	\$1,800	8	\$225
Rifle	\$900	25	\$36
Benelli Shotgun	\$683	10	\$68
Total			\$9,156

Town of Delafield Fixed Costs	Useful Life	Fixed Costs
Town of Delafield Contract Car	5	\$3,662

Vehicle Variable Costs

1.19 Shift	85 Per Day	104 Days per Year				
Miles:						
Total Miles	8,840					
Price/Gallon	\$2.87					
MPG	13					
Gasoline	\$2,014					
Repair/Maintenance	\$2,019					
Town of Delafield Variable Costs	# Shifts	Coverage	Mileage	Gasoline	Repair	Total
Town of Delafield Contract Car	1	0.40	85	\$2,014	\$2,019	\$4,033
Town of Delafield Vehicle Costs						\$7,695

Table 8 - Department Level Facilities Charges

	Space Alloc	% of Adm Building	\$ Alloc to Pos	% Effort for Patrol	# of Pos	\$ Alloc for Patrol	\$ per Deputy	Per 1.19
Sheriff	250	1.22%	\$2,499	40%	1.00	\$1,000	\$10	\$12
Inspector	160	0.78%	\$1,600	25%	1.00	\$400	\$4	\$5
Deputy Inspector	150	0.73%	\$1,500	60%	1.00	\$900	\$9	\$11
Captain	150	0.73%	\$1,500	90%	4.00	\$5,399	\$54	\$65
Lieutenant	145	0.71%	\$1,450	90%	9.00	\$11,742	\$118	\$141
Business Manager	150	0.73%	\$1,500	50%	1.00	\$750	\$8	\$9
Financial Analyst	150	0.73%	\$1,500	50%	1.00	\$750	\$8	\$9
Deputy II (Training Officer)	130	0.64%	\$1,300	50%	1.00	\$650	\$7	\$8
Office Service Coordinator	100	0.49%	\$1,000	35%	1.00	\$455	\$5	\$5
Account Clerk II	100	0.49%	\$1,000	35%	1.00	\$350	\$4	\$4
Account Clerk I	100	0.49%	\$1,000	50%	1.00	\$500	\$5	\$6
Programs and Projects Analyst	2,272	11.12%	\$22,714	60%	2.00	\$27,257	\$275	\$328
Property Storage Room	20,436	100.00%	\$39,859			\$50,501	\$509	\$608
Square feet of sheriff admin								
Town of Delafield Facility Charge			\$204					

Table 9 - County Wide Indirect Costs

Total for Town of Delafield 3.5% of total Contract \$1,794

Table 11 - Summary

	Town of Delafield	Total
Contract Summary		\$39,630
Table 1: Deputy Salary and Benefit Cost:		\$4,544
Table 2: Direct Supervision Costs:		\$1,181
Table 3: Departmental Administrative Costs		\$3,250
Table 4: Operational Costs:		\$171
Table 5: One Time Equip-Annual Costs		\$1,007
Table 6: Risk Management Costs		\$7,695
Table 7: Vehicle Costs:		\$204
Table 8: Facilities usage charge:		\$1,794
Table 9: County-wide Indirect Costs:		\$59,474
Total 2020 Contract Amount		\$4,956.20
2020 Monthly Charge		

8.B

Communications 12.19



LAKE COUNTRY MUNICIPAL COURT

174 E. Wisconsin Avenue
Oconomowoc, WI 53066
262-569-0920 - T
www.lcmunict.com

Clerk Pamela Strunk
clerk@lcmunict.com

Deputy Clerk Theresa Berlin
deputyclerk@lcmunict.com

Honorable Timothy T. Kay

December 6, 2019

AGENDA ITEM

DEC 19 2019

ITEM # 8B PAGE 1 of 4

TO: City, Village and Town Clerks

RE: Lake Country Municipal Court
2020 Budget Approval

Dear Clerks:

I enclose herewith a proposed Municipal Court budget for 2020. Note the projected surplus for 2020 is \$5,684.00. This is only a "budget." If you have any questions, feel free to contact me.

Also enclosed is a resolution approving the budget. It would be appreciated if you would take this resolution to your governing body and have it approved, returning a signed copy to the Municipal Court.

Thank you for your cooperation.

Sincerely,

G. William Chapman, Chairman
Administrative Committee
LAKE COUNTRY MUNICIPAL COURT
GWC/sp
Enclosures

cc: Municipal Court Representatives (letter only)
Municipal Court Clerk
Judge Timothy Kay



Acct #: Account Description:	2018 Actual	2019 YTD Ten Months	2019 Budget	2019 Estimated Year End	2020 Budget	Percent +/- Budget Increase
Revenues:						
1 4000 Court Fees	377,697	315,635	365,000	359,101	365,000	0.00%
2 4900 Interest Income	2,237	513	1,200	3,050	1,200	0.00%
3 4300 Court Assessment	2,215	3,098	2,000	800	2,000	
4 Transfer from Designated Fund	0		0		300,000	
Transfer from Fund Balance					16,874	
5 4800 Miscellaneous	733	6,632	750	450	600	
6 Insurance Recoveries						
7 Total Revenues	382,882	325,877	368,950	363,401	685,674	85.84%
9 Total Assets	638,670	700,079	704,686	0	0	
11 Total Liabilities	122,766	155,905	173,498	0	0	
13 Deferred Inflow of Resources (Stark)	4,952	0	0	0	0	
15 Total Fund Balance	510,952	544,174	531,187	0	0	
Expenditures:						
19 Wages & Benefits	267,491	223,735	278,496	277,284	285,807	2.63%
20 Purchased Services	38,281	35,670	41,311	38,001	43,036	4.18%
21 Operating Supplies & Expenses	11,869	5,832	13,620	12,048	13,200	-3.08%
22 Fixed Charges	28,719	25,742	29,394	29,884	43,631	48.43%
23 Capital Outlay	4,944	422	0	500	300,000	
24 Restitution	0	0	0	0	0	
25 Bad Debt	9,041	0	0	0	0	
26 Total Expenditures:	360,345	291,402	362,821	357,717	685,674	88.98%
28 Total Surplus/Deficit	22,537	34,475	6,129	5,684	0	

Acct #: Account Description:	2018 Actual	2019 YTD Ten Months	2019 Budget	2019 Estimated Year End	2020 Budget	Percent +/- Budget Increase
35 5000 Full Time Salaries	116,650	99,455	120,833	120,833	123,252	2.00%
36 Clerk of Courts						
37 Deputy Clerk of Courts						
38 5010 Assistant Clerks	24,108	22,049	29,401	29,401	29,704	1.03%
39 Clerk Salaries - Overtime						
40 5015 Part Time Judge	43,835	35,941	43,667	43,667	44,667	2.29%
41 Bailiff/Deputy Services	9,063	8,111	12,000	10,750	12,000	0.00%
42 5030 Employer FICA	13,084	11,111	14,812	14,800	15,118	2.07%
43 5040 Retirement EE-ER	10,824	9,112	10,775	10,775	11,335	5.20%
44 5050 Health	49,444	37,517	46,533	46,533	49,206	5.74%
45 5060 Long Term Disability Ins.	0	0	0	0	0	
46 5070 Life Insurance	483	439	475	525	525	10.53%
47 Unemployment Benefits	0	0	0	0	0	
48 Substitute Judge	0	0	0	0	0	
49 TOTAL:	267,491	223,735	278,496	277,284	285,807	2.63%

Acct #:	Account Description:	2018 Actual	2019 YTD Ten Months	2019 Budget	2019 Estimated Year End	2020 Budget	Percent +/- Budget Increase
56	PURCHASED SERVICES:						
57	5400 Professional/Outside Services	914	565	2,000	300	2,000	0.00%
58	5405 Accounting	8,445	7,480	8,760	8,760	9,180	4.79%
59	5410 Auditor	7,800	8,200	8,000	8,200	8,400	5.00%
60	5415 Professional Services	0	0	0	0	0	
61	5415 Legal Services	1,823	624	2,000	800	2,500	
62	5420 Computer Consultant	0	3,050	3,000	3,000	3,000	0.00%
63	5425 Court Software Support	14,358	11,851	11,851	11,851	12,206	3.00%
64	5550 Telephone	3,091	2,192	3,300	2,940	3,300	0.00%
65	Internet/Web	0	0	300	300	300	0.00%
66	5500 Repair/Maint. Contracts Equip.	1,850	1,709	1,800	1,850	1,850	2.78%
67	5540 Substitute Judge	0	0	300	0	300	0.00%
68	Total:	38,281	35,670	41,311	38,001	43,036	4.18%
69	OPERATING SUPPLIES & EQUIPMENT						
70	5250 Office Supplies/Printing	5,945	4,274	6,000	5,500	6,000	0.00%
71	5300 Postage	4,501	0	5,000	5,000	5,000	0.00%
72	5350 Newspaper Publishing	0	267	100	0	100	0.00%
73	5200 Memberships	890	890	1,000	890	900	-10.00%
74	5160 Books & Publications	0	0	150	90	0	-100.00%
75	Shredding	0	0	170	150	0	-100.00%
76	Printing	0	0	0	0	0	
77	Miscellaneous	0	0	200	0	200	0.00%
78	5600 Training & Travel	533	401	1,000	418	1,000	0.00%
79	Total:	11,869	5,832	13,620	12,048	13,200	-3.08%
	FIXED CHARGES						
80	5100 Insurance and Bonds						
81	5105 Workman's Comp	0	0	0	0	0	
82	5120 Public Officials Ins.	0	0	0	0	0	
83	Property Insurance Coverage	0	0	0	0	0	
84	5125 Facility Expenses (utilities, plowing)	0	0	0	0	6,000	
85	5130 G Liability Ins./ Hired & non-owned MV	4,305	4,966	4,301	4,966	4,503	4.70%
86	5140 Bonds	0	0	0	0	0	
87	5150 Bank Charges	251	178	375	200	300	-20.00%
88	Erroneous Interest Charged	0	0	0	0	0	
89	5475 Equipment Lease	0	0	0	0	0	
90	5450 Rent	24,163	20,598	24,718	24,718	32,828	32.81%
91	Total:	28,719	25,742	29,394	29,884	43,631	48.43%
	CAPITAL OUTLAY						
92	8000 Capital Equipment	4,944	422	0	500	300,000	#DIV/0!
93	Total:	4,944	422	0	500	300,000	#DIV/0!

RESOLUTION NO. _____

RESOLUTION APPROVING MUNICIPAL COURT BUDGET

WHEREAS, the Intermunicipal Agreement for the operation of the Lake Country Municipal Court requires formation of an annual budget no later than the 1st day of September and approval of said budget by governing bodies of member municipalities; and

WHEREAS, the Court Administrative Committee, Court personnel and the Municipal Court Judge have formulated a budget for 2020 which has estimated revenues of \$363,401.00 and anticipated expenditures of \$357,717.00.

NOW THEREFORE, BE IT HEREBY RESOLVED that the attached Municipal Court budget for 2020 be approved.

DATED: _____

TOWN OF DELAFIELD

By: _____
Chairman

ATTEST:

Clerk

AGENDA ITEM

DEC 19 2019

ITEM # 8C PAGE 1 of 14

AGREEMENT

between

Town of Delafield - Municipality

and

R.A. Smith, Inc. - Engineer

for

**Municipal Engineering and Planning
and
Information Technology (IT) Services**

2020

PROFESSIONAL ENGINEERING/PLANNING AGREEMENT

This AGREEMENT, upon execution by and between the TOWN OF DELAFIELD and R.A. SMITH , INC. hereinafter referred to as the ENGINEER/PLANNER, provides PROFESSIONAL CIVIL ENGINEERING, PLANNING, SURVEYING, AND IT SERVICES for the purpose of serving in the capacity as the TOWN ENGINEER/PLANNER as directed by the TOWN OF DELAFIELD.

The terms of this AGREEMENT shall basically cover providing services by the TOWN ENGINEER/PLANNER that are requested by the TOWN OF DELAFIELD. The intent and purpose of this AGREEMENT are to achieve a mutual understanding of the responsibilities and the form of compensation to provide these services on an ongoing basis. It is hoped by execution of this document by both parties that the relationship and services provided by the ENGINEER/PLANNER to the TOWN OF DELAFIELD are lasting, during both this present as well as future administrations.

SECTION 1 - GENERAL

- A. On December 16, 2019, a draft professional engineering/planning agreement was forwarded to the Town for approval and on December 19, 2019, the agreement was approved by the Town Board.
- B. The ENGINEER/PLANNER shall perform and provide normal civil, municipal engineering and planning services as herein stated, as well as IT services for the Clerk.

SECTION 2 - PRINCIPAL CONTACTS

The TOWN OF DELAFIELD and ENGINEER/PLANNER understand the following individuals are considered the contact priorities for all direction, requests, and services:

A. TOWN OF DELAFIELD

- 1. Primary Contact:
 - Town Board Chair
 - Town Board of Supervisors
 - Town Plan Commission Chair
 - Town Clerk
 - Highway Superintendent
 - W302 N1254 Maple Avenue
 - Delafield, WI 53018-2117
 - (262) 646-2398

B. ENGINEER/PLANNER

1. Primary Contact: Timothy G. Barbeau, P.E., R.L.S.
Project Manager
R.A. Smith, Inc.
16745 West Bluemound Road
Brookfield, WI 53005-5938
(262) 317-3307

2. Other Contacts: Chris Pinkowski
Director of IT Services
R.A. Smith, Inc.
16745 West Bluemound Road
Brookfield, WI 53005-5938
(262) 317-3343

SECTION 3 - DURATION OF APPOINTMENT AND ENGINEER/PLANNER'S SCOPE OF SERVICES

- A. The term of appointment of ENGINEER/PLANNER shall be for a period beginning January 1, 2020 through December 31, 2020.

- B. It is expressly understood by the Town that the Engineer/Planner shall perform normal municipal engineering and services to developers in the Town as needed to assure compliance with Town Codes. Developers are defined as any person or company that brings the following (or anything similar) to the Town for action: Subdivision Plats and Plans, Certified Survey Maps, Planned Unit Developments, Conditional Uses, Zoning changes, home occupations and building grades. All plan review, project coordination, public hearings, and construction observation services associated with a specific development or proposal before the Plan Commission or Town Board shall be billed to the Town on a separate invoice. These services and compensation thereof are considered under the "reimbursable" portion of the Town budget for engineering/planning services and are assumed to be billed to developers for reimbursement.

- C. The ENGINEER/PLANNER shall provide the following professional services for the duration of the Agreement. By execution of this agreement, the Town Board authorizes the services under this section to be provided as stated without specific approval of each task as it is performed. These services and the associated compensation are subject to change based on the scope of services requested by the Town Board.

1. 2020 Municipal Engineering services. (Budget No. 10-56300-299)
 - a. General consulting as directed on an as-needed basis including holding regularly scheduled office hours at the Town Hall a minimum of two partial days per week.
 - b. Respond to questions and requests received during in-person meetings, telephone calls and e-mails from citizens', real estate agents', surveyors' and engineers' questions and provide information to them as they request, unless it meets the terms of Section 3B above.
 - c. Prepare resolutions and ordinances as directed by the Town Board or Plan Commission.
 - d. Prepare an engineering report and recommendation for matters that are sent to the engineer for follow up.¹
 - e. Coordinate matters and questions raised by the primary contacts as defined in Section 2.A.1. and Town Attorney.¹
 - f. Attend one Town Board meeting per month.
 - g. Attend meetings associated with the NR216 requirements and provide reports as necessary at the Town Board meeting.
 - h. Update maps in the Town as needed.

2. 2020 Plan Commission services. (Budget No. 10-56300-218)
 - a. Prepare agenda and supplemental information packets for business meeting of the Plan Commission.
 - b. Attend one business meeting and occasional workshop meetings as scheduled.
 - c. Prepare a report for the annual Town meeting.
 - d. Prepare for presentation of information at the meetings.
 - e. Review correspondence and documents forwarded to the Town by various agencies and report to the Plan Commission on them.

3. 2020 Road Improvement Program. (Budget No. 10-56300-216)
 - a. Prepare the necessary specifications and bid documents for the annual road-paving program. Provide services associated with bidding, including bid opening, bid review and contract execution. Provide overall project coordination with the contractor. Provide full time, on-site observation during construction up to a maximum of 80 hours.
 - b. Update the pavement management system for the Town.

4. 2020 Reimbursable Services. (Budget No. 10-56300-215)
 - a. Provide plan review, construction coordination, construction inspection, consultation, attendance at hearings and any other service to developers and petitioners in the Town to assure compliance with Town codes.

5. 2020 Building Grades. (Budget No. 10-56300-298)
 - a. Review and set an elevation on each home or building constructed in the Town.

¹ Note: Since the Engineer cannot predict what matters will come before the Town Board or Plan Commission, we can only provide an estimate for some anticipated requests that were made a part of the budget proposal.

6. NR 216 Permit Compliance (Budget No. 10-56300-253)
 - a. Attend meetings and perform follow-up tasks associated with the issuance and compliance of the WDNR WPDES permit.
7. Zoning Code Revisions (Budget No. 10-56300-300)
 - a. Provide zoning code revision services as requested by the Plan Commission.
8. Zoning Code Enforcement (Budget No. 10-56300-301)
 - a. Provide Zoning Code enforcement services and complaint follow-up as requested by the Plan Commission that is not in conflict with the duties of the Zoning Administrator.
9. Town GIS Development (Budget No. 10-56300-331)
 - a. Maintain a Town GIS based map viewer application for the staff and public. Layers to include zoning districts, sign inventory, pavement ratings, storm water data, garbage route days and voting wards. Includes payment to ESRI for annual subscription of GIS maps and data.
10. IT Services. (Budget No. 10-51600-216)
 - a. Provide IT Services as requested by the Town Clerk on an as needed basis.

D. Specific Services Not Included in the Fee Estimate

1. Meetings outside of those stated above.
2. Work associated with the preparation of a Comprehensive Land Use Plan and major overhauls to the zoning and/or subdivision code.
3. Grant applications.
4. Surveying services, unless specified above.

SECTION 4 - COMPENSATION

- A. In consideration for services outlined in Section 3, the ENGINEER/PLANNER shall be compensated as follows:
 1. On an hourly-rate basis in accordance with the Professional Fees Rate Schedule shown in Exhibit A. The rate for Tim Barbeau shall be \$148/hour.
 2. All reimbursable services, as defined above, provided by the ENGINEER/PLANNER, shall to the full extent practical, be billed to the person(s) and/or entity(ies) responsible for incurring the provision of said services. The Town shall be responsible for all billing and collection services related hereto. In addition to the applicable hourly rates, all expenses, including but not limited to postage, copies, phone, photographs, mileage, etc. shall be billed.

3. The ENGINEER has submitted a budget for services and the Town has adopted a budget for engineering services as shown in Exhibit B. The ENGINEER shall meet the budget unless requests for services exceed anticipated time allotted for services.
 4. The ENGINEER/PLANNER and the Town may negotiate separate contractual arrangements for the provision of services beyond those services identified above as described in Section 6 of this agreement.
- B. Mileage shall be invoiced at the current federal reimbursement rate in effect at the time mileage is incurred; the anticipated rate is 58 cents per mile for a regular automobile.
 - C. The ENGINEER/PLANNER shall submit invoicing on a monthly basis, itemizing categories of personnel and hours. The invoices shall be forwarded to the Town by the end of the month following the month in which the work took place.
 - D. The TOWN OF DELAFIELD shall make payment within 45 days of receipt of invoice and interest of 1 percent per month shall accrue on unpaid balances.
 - E. The TOWN OF DELAFIELD shall provide R.A. SMITH, INC. with a clear, written statement within thirty (30) days of the date of invoice of any objections to the invoice or any portion or element thereof. Failure to provide such written statement shall constitute acceptance of the invoice as submitted.

SECTION 5 - RESPONSIBILITIES AND MUTUAL COVENANTS

- A. Services shall be requested by the TOWN OF DELAFIELD through the following methods:
 1. Execution of this agreement shall be sufficient direction by the Town Board to provide the services identified in Section 3 of this agreement. Requests beyond those identified in the Contracted Services, Reimbursable Services or Special Projects, or which in the opinion of the ENGINEER/PLANNER falls outside the scope of services identified in Section 3 shall be brought before the Town Board for specific direction and approval (for compensation).
- B. The ENGINEER/PLANNER certifies that insurance is in force and shall be maintained throughout the term of this AGREEMENT for Worker's Compensation Act and from all claims for bodily injury or property damage which may arise from the negligent performance by the ENGINEER/PLANNER and for errors and omissions. The ENGINEER/PLANNER shall provide a certificate of insurance for General Liability and Errors and Omissions to the Town of Delafield as shown on Exhibit C. The ENGINEER/PLANNER shall submit a copy of the certificate of insurance within 30 days after the policy is renewed (renewal date is July 1 of each year).
- C. Either party may terminate this AGREEMENT, in whole or in part, in writing, if the other party substantially fails to fulfill its obligations under this AGREEMENT through no fault of the terminating party. However, no such termination may be effected unless the other party is given: (1) not less than ten (10) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation with the terminating party before termination.
- D. Any changes in personnel listed under the Primary Contacts by the ENGINEER/PLANNER under Section 2.B.1. in this AGREEMENT shall be subject to approval of the Town Board.

- E. If the TOWN OF DELAFIELD terminated for default, an equitable adjustment in the price provided for in this AGREEMENT shall be made, but no amount shall be allowed for anticipated profit on unperformed services or other work. If the ENGINEER/PLANNER terminates for TOWN OF DELAFIELD default, or if the TOWN OF DELAFIELD terminates for convenience, the equitable adjustment shall include a reasonable profit for services or other work performed. The equitable adjustment for any termination shall provide for payment to the ENGINEER/PLANNER for services rendered and expenses incurred up to the termination, in addition to termination settlement costs the ENGINEER/PLANNER reasonably incurs relating to commitments which had become firm before the termination.
- F. In the event it is desired to terminate this AGREEMENT as a result of lack of performance or negligence, the TOWN OF DELAFIELD shall call an Executive Session if allowed by law of the Town Board to discuss any problems with the ENGINEER/PLANNER prior to termination.
- G. Upon termination, the TOWN OF DELAFIELD may take over the work and prosecute the same to completion by agreement with another party or otherwise. Any work the TOWN OF DELAFIELD takes over for completion will be completed at the TOWN OF DELAFIELD's risk, and the TOWN OF DELAFIELD will hold harmless the ENGINEER/PLANNER from all claims and damages arising out of improper use of the ENGINEER/PLANNER's work.
- H. The ENGINEER/PLANNER shall maintain and make available to the TOWN OF DELAFIELD the records under this AGREEMENT for a period of at least three (3) years from date services were provided, and shall not destroy any records thereafter without prior notice to and approval of the TOWN OF DELAFIELD.
- I. All work product, whether in hard copy or computer form, pertaining to the services defined by this Agreement developed by R.A. SMITH, INC., shall become the property of the TOWN OF DELAFIELD. However, the ENGINEER/PLANNER shall have the right to retain copies of all work product and documentation provided to the TOWN OF DELAFIELD. TOWN OF DELAFIELD shall, at the ENGINEER/PLANNER's expense, provide ENGINEER/PLANNER with copies of all information requested.

R.A. SMITH, INC. reserves the right to use said documentation and information for any purpose related or non-related to said project, including marketing, promotion, and future business.

SECTION 6 - ADDITIONAL SERVICES

The ENGINEER/PLANNER will perform the following additional services for the TOWN OF DELAFIELD on an hourly rate basis and pursuant to prior authorization of the TOWN BOARD. These services are outside of the scope of services outlined in Section 3.

1. Engineering, planning, and/or surveying on any special Town project including, but not limited to: feasibility studies, preliminary reports, design, preparation of plans and specifications, bidding and construction management, supervision, staking, and on-site construction observation services. Projects may include, but are not limited to: water mains, water supply, water storage, sanitary collection, treatment, discharge, drainage, storm sewers, highway, grading, parking, and/or municipal projects, or property surveys.
2. Performing construction observation services as required to assure conformance with Town standards for special Town projects.

3. Undertaking special studies; interpreting, researching, and rewriting ordinances, policies, and/or standards for the TOWN OF DELAFIELD.
4. Assisting in the planning, implementation, and undertaking of engineering design, plans and specifications, and construction services associated with formation of a Tax Incremental Financial district.
5. Representing the TOWN OF DELAFIELD at any seminars, meetings, hearings, court appearances, or any other functions that attendance by the ENGINEER/PLANNER is directed by the TOWN OF DELAFIELD.
6. Reviewing property, right-of-way, and government monument surveys.
7. Reviewing wetland, flood plain (hydrologic and hydraulic), and environmental corridor studies and reports.
8. Reviewing Environmental Site Assessments.
9. Reviewing feasibility or cost evaluation reports, design, studies, etc.
10. Reviewing solid waste or landfill studies.
11. Preparing and/or reviewing State and/or Federal grant, aid, assistance, or funding applications for Town projects.
12. Assisting in selection and/or supervision of any subconsultant services including, but not limited to:
 - a. Soil testing.
 - b. Architectural; electrical; and/or heating, ventilating, and air-conditioning services.
 - c. Structural services associated with buildings, or other specialized structural services not within the scope of work provided by the ENGINEER/PLANNER.
 - d. Appraisals.
 - e. Ground water studies and/or testing.
 - f. Specialized legal services.
13. Preparing newsletters associated with engineering projects or conducting informational meetings and/or public hearings.
14. Reviewing legal testimony.

SECTION 7 - SUCCESSORS AND ASSIGNS

The TOWN OF DELAFIELD and ENGINEER/PLANNER each binds themselves and their partners, successors, executors, administrators and assigns to the other party of this AGREEMENT and to the partners, successors, executors, administrators, and assigns of such other party, in respect of all covenants of this AGREEMENT; except as above, neither TOWN OF DELAFIELD nor ENGINEER/PLANNER shall assign, sublet, or transfer his interest in this AGREEMENT without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body


which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the TOWN OF DELAFIELD and ENGINEER/PLANNER.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed on their behalf respectively by their proper officers or officials thereunto duly authorized by their respective governing bodies.

The Town Board of the Town of Delafield on December 19, 2019, did approve the services provided for under this AGREEMENT and accordingly authorized execution as follows:

ENGINEER/PLANNER

R.A. SMITH, INC.


Richard A. Smith, Jr., P.E.
President

WITNESS:


Timothy G. Barbeau, P.E., P.L.S.
Senior Project Manager

DECEMBER 16, 2019
Date

MUNICIPALITY

TOWN OF DELAFIELD

Ronald A. Troy
Town Chairman

WITNESS:

Karen Nipko
Deputy Town Clerk

Date

EXHIBIT A

Professional Fees Rate Schedule

**TOWN OF DELAFIELD
PROFESSIONAL FEES RATE SCHEDULE
2020**

<u>ENGINEERING SERVICES</u>	<u>PER HOUR</u>
Senior Project Manager	\$167
Project Manager (Tim Barbeau @\$148/hour)	\$152
Senior Project Engineer	\$152
Project Engineer	\$145
Civil Engineer	\$102 - \$125
Engineering Technician	\$ 74 - \$130
Landscape Architect	\$140 - \$162
Landscape Technician	\$115
Irrigation Designer	\$149
Ecologist	\$116 - \$140
<u>SURVEYING SERVICES</u>	
Survey Director	\$159
Project Manager	\$137
2-Member Field Crew GPS/Robotics	\$204
Field Person GPS/Robotics	\$140
Project Surveyor	\$116
Survey Technician	\$ 84 - \$113
<u>CONSTRUCTION SERVICES</u>	
Construction Services Manager	\$165
Construction Technician	\$ 87 - \$115
<u>GIS & VISUALIZATION SERVICES</u>	
GIS Project Manager	\$137 - \$155
GIS Technician	\$ 84 - \$120
<u>IT & ADMINISTRATIVE SERVICES</u>	
Computer Services	\$178
Grants Specialist	\$120
Project Technician	\$ 83
Litigation/Expert Witness	\$270 - \$293

EXHIBIT B

Estimated Allocation of Time

ENGINEERING/PLANNING SERVICES			
Budget No.	Description	Budget	Estimated Allocation of Time
10-56300-215	Reimbursable Services	\$20,000	As needed
10-56300-216	Road Improvement Program	\$36,000	300 hours
10-56300-218	Plan Commission	\$14,300	8 hours/month
10-56300-298	Building Grades	\$1,200	As needed
10-56300-299	Municipal Engineering Services	\$70,000	39 hours/month
10-56300-253	NR 216 Permit Compliance	\$10,000	As needed
10-56300-300	Zoning Code Revisions	\$2,000	As needed
10-56300-301	Zoning Code Enforcement	\$1,500	As needed
10-56300-331	Town GIS Development	\$2,000	12 hours
10-56300-330	Mileage Reimbursement	\$2,500	

IT SERVICES			
Budget No.	Description	Budget	Estimated Allocation of Time
10-51600-216	IT Services	\$5,000	As needed

EXHIBIT C

**Certificate of Insurance
General Liability and Professional Liability
(Errors and Omissions)**

(currently on file – will update when policy is renewed in July, 2020)

November 13, 2019 @ 6:30

DEC 19 2019

ITEM # 80 PAGE 1 of 1

Members Present: Chairman Troy, Supervisor Van Horn, Supervisor Kranick, Supervisor Dionisopoulos,
Supervisor Cooley

Others Present: Howard Jeanson, CPA

First order of Business: Call to order

Chairman Troy called the meeting to order at 6:30.

Second order of Business: Public Hearing for Budget 2020

Howard Jeanson, CPA at Rotroff, Jeanson, & Company, gave an overview and gave more specifics on some of the Budget items.

Third order of Business: Special Town Meeting of Electors pursuant to Wisconsin Statute §65.90 (3).

A. Adoption of the 2019 town tax levy to be paid in 2020 pursuant to Wisconsin Statute §60.10 (1) (a).

SUPERVISOR KRANICK MADE A MOTION THAT THE BOARD ADOPT THE 2019 TOWN TAX LEVY TO BE PAID IN 2020, PURSUANT TO WISCONSIN STATUTE 60.10 (1) (a). SUPERVISOR COOLEY SECONDED. THE MOTION PASSED UNANIMOUSLY.

B. Adjournment

SUPERVISOR KRANICK MADE A MOTION TO ADJORN THE SPECIAL TOWN MEETING OF ELECTORS. SUPERVISOR COOLEY SECONDED. THE MOTION PASSED UNANIMOUSLY.

4. Fourth order of Business: Town Board will convene to consider the 2020 Town Budget.

A. Approval of 2020 Town Budget.

SUPERVISOR KRANICK MADE A MOTION TO APPROVE THE 2020 TOWN BUDGET AS PRESENTED THIS EVENING. SUPERVISOR COOLEY SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

5. Fifth order of Business: Adjournment

SUPERVISOR KRANICK MADE A MOTION TO ADJORN. SUPERVISOR COOLEY SECONDED. THE MOTION PASSED UNANIMOUSLY.