



A PERFECT ENVIRONMENT

Residential Recreational Responsible

Chair
 Ron Troy
Supervisors
 Edward Kranick
 Christie Dionisopoulos
 Steve Michels
 Joe Woelfle
Clerk/Treasurer
 Dan Green

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
 TUESDAY, SEPTEMBER 28, 2021
 IMMEDIATELY FOLLOWING THE 5:00 PM BUDGET WORKSHOP MEETING
 DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI**

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Citizen Comments: Public comments from citizens regarding items on, or not on the Agenda. The Board may not engage in a discussion with the citizen making the comments. Individual presentations are limited to three minutes and citizens shall follow the rules set forth in Section 2.04(1)(d) of the Town Code.
5. Approval of Minutes:
 - A. September 14, 2021, Town Board Minutes
6. Action on vouchers submitted for payment:
 - A. Report on budget sub-accounts and action to amend 2021 budget
 - B. 1) Accounts payable; 2) Payroll
7. Communications (for discussion and possible action)
 - A. Waste Hauler Services – Waukesha County RFP process (Discussion only)
 - B. I-94 Construction Project Update
 - C. City of Delafield Economic Development Land Use Focus Project
8. Unfinished Business - None
9. New Business
 - A. Discussion and possible action on a temporary Class “B” Licenses to St. Anthony on the Lake School Committee for Mostaccioli Madness event on November 13, 2021.
 - B. Discussion and possible action on a letter of credit reduction for Retreat Development LLC, for the Retreat subdivision in the amount of \$84,629.10.
 - C. Discussion and possible action on the redistricting ward map for the Town of Delafield.
10. Announcements and Planning items
 - A. Plan Commission – Tuesday, October 5, 2021 @ 6:30 PM
 - B. Town Board – Tuesday, October 12, 2021 @ 6:30 PM
 - C. Town Board – Tuesday, October 26, 2021 @ 6:30 PM
11. Adjournment



Dan Green
Town of Delafield Clerk/Treasurer

PLEASE NOTE:

- ✓ It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order. It is also possible that a quorum 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 governmental body specifically referred to above in this notice.
- ✓ Also, 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 Town Clerk Dan Green (262) 646-2398.

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
SEPTEMBER 14, 2021 @ 6:30 PM**

Video Link:

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

Third order of business: Roll Call
Present: Chairman Troy, Supervisor Dionisopoulos, Supervisor Kranick, Supervisor Woelfle and Supervisor Michels. Also, present was Administrator Dan Green.

Fourth order of business: Citizen Comments:
David Boettcher, W329S610 County Road C, stated that on July 15, 2021, a meeting was held at the Town Hall between 4 residents of the neighborhood near the old Fire Station #2, and Town officials to discuss the issues they had with the deer stand. The meeting ended with the deer management team agreeing to put up additional parking signage at the site and to enforce stricter requirements for hunters that were hunting on that site. Mr. Boettcher produced a petition to the board signed by over 60 people, who are opposed to hunting the property behind Fire Station #2.

Dan Sedlock, S10W32840 Timberline Court, stated he has lived in his subdivision for 32 years and is a hunter himself. He respects the changes to try and make the location safer, but has concerns about arrows in the surrounding properties. The raisers on the arrows are very sharp, and there is a 15-acre park in the subdivision to the south of the hunting area.

Wayne Dehn, 3479 Broken Bow Trail, submitted a petition signed by 120 people that supports an aggressive deer management program throughout the Delafield area, especially in areas around Lapham Peak. Mr. Dehn read the petition into the record.

Fifth order of business:

- A. Approval of August 24, 2021, Town Board Minutes

Motion by Supervisor Dionisopoulos to approve the minutes from August 24, 2021. Seconded by Supervisor Woelfle. Motion passed 5-0.

Sixth order of Business: Action on vouchers submitted for payment:

- A. Report on budget sub-accounts and action to amend 2021 budget
B. 1) Accounts payable; 2) Payroll

Motion by Supervisor Kranick to approve payment of Checks #64971, #64974 - #64978, #64980, and #64984 - 65015 in the amount of \$68,717.01, and payrolls dated September 17, 2021, in the amount of \$13,288.07. Seconded by Supervisor Woelfle. Motion passed 5-0.

Seventh order of Business: Communications (*for discussion and possible action*) - None

- A. Waste Hauler Services – No Report.
B. Redistricting Update – No Report
C. Pewaukee Lake Access Closure – September 20, 2021 – December 2021

Eighth order of Business: Unfinished Business: NONE

Ninth order of Business: New Business:

- A. Discussion and possible action on the Plan Commission's recommendation to approve a Developer's Agreement for Jon Spheeris, developer, The Retreat subdivision.

Engineer Barbeau explained the Retreat subdivision is located east of HWY G, off Norms Road. The Plan Commission reviewed the developer's agreement along with the Town attorney. Those changes were incorporated into the agreement along with some of the changes that the Plan Commission made with the recommendation to the Town Board. This item passed the Plan Commission unanimously. Mr. Spheeris is going to add language into the deed restriction, to not allow major grading unless agreed by the Town Board. The developer is looking to have the first layer of asphalt done by November 20th.

Motion by Supervisor Kranick to approve a developer's agreement for Jon Spheeris, developer, The Retreat subdivision Seconded by Supervisor Michels. Motion passed 5-0.

- B. Discussion and possible action on the Plan Commission's recommendation to approve a legal nonconforming conditional use permit to allow for sales, service, outside display of new and preowned motor vehicles and watercraft and a body shop for Cassandra Castro and Thomas Beaudry, Cassandra's Motorsports, LLC, applicant, KKNN Lynndale, LLC, owner.

Engineer Barbeau explained there was a public hearing held on Tuesday, September 7th. There were no comments from the public besides the applicant. The Plan Commission considered a number of changes which have been incorporated to the final document. The conditions of the conditional use were reviewed by the engineer:

A. The property owner shall be allowed to use the site for sales, lease, service and outside display of new or pre-owned vehicles, watercraft, and a body shop, without a planting screen or fence to shield the outdoor display of vehicles, except for vehicles described in Condition E below, which are to be screened from the south by an existing fence. Leases shall be for no less than one year and no short-term rentals shall be allowed. The display of vehicles and watercraft shall be orderly.

B. Vehicles shall be defined as automobiles (Type 1 per §340.01 (4) WI Stats.), also considered passenger cars, light passenger vans and pick-up trucks. Watercraft shall be defined as personal watercraft as defined in §30.50 (9d) WI Stats., pontoon boats and tow boats. Any question as to whether a vehicle or watercraft at the site meets the definition and intent of this conditional use permit shall be brought before the Plan Commission for consideration and determination.

C. The applicant shall provide an updated site plan and landscaping plan meeting the requirements of Section 17.03 1.A.2.b., and include vehicle parking configuration and dimensions for staff review and approval within 30 calendar days of the date of property purchase (closing).

D. The applicant shall provide an analysis by a lighting professional to show that the existing lighting on site meets the following criteria: 0 foot-candles at the property lines, cut off type lighting fixtures; light intensity at any one spot not greater than 9 foot-candles; maximum wattage; reduction of lights to safety lights after 8 pm. The applicant shall provide a lighting plan for staff review and approval within 30 days of property purchase (closing).

E. The existing 8-foot-tall board on board fence shall be maintained on site in its current location. Vehicles waiting to be serviced or stored after service shall be parked behind the fenced area including vehicles waiting for body work as part of the body shop operation.

F. The owner shall remove all excess debris, excess equipment and items not directly associated with the business from the site no later than June 1, 2022, and restore vegetated areas to a manicured condition no later than July 1, 2022. Enclosure doors shall be placed on the dumpster enclosure and all dumpsters shall be placed inside the enclosure. The dumpster enclosure shall be in a neat, orderly and maintained state. Vehicle parts shall be stored within the enclosure or in the building until properly disposed of. Work related to the dumpster shall be completed no later than December 1, 2021.

- G. *Hours of operation for vehicle sales:*
Monday – Friday: 9 AM- 6 PM.
Saturday: 10 AM – 3 PM.
Sunday Closed

Hours of operation for service shall be as follows:
Monday – Friday: 7 AM-4 PM
Saturday/Sunday: Closed

H. *The green space/open space east of the improved portion of the site shall not be used for operation of off-road vehicles or other motorized vehicles.*

I. *There shall be no outdoor repairs of vehicles.*

J. *Outside display of vehicles for sale shall be limited to areas west of the building and south of the showroom and board on board fence. Lands north of the building shall not contain vehicles or equipment.*

K. *The operation of the sales and service facility shall be in accordance with the plan of operation information dated August 5, 2021, except as clarified within this Conditional Use Permit.*

L. *Chemicals are limited to those that are standard for the industry, including, but not limited to, penetrating lubes, carb cleaner, brake cleaner, soap/wax, parts washer, oil, oil dry and normal household cleaning chemicals. Waste products will be picked up by a certified waste hauler and shall be properly disposed.*

M. *Each special event at the property shall require a special event permit from the Town of Delafield and shall be subject to conditions indicated on the permit application.*

N. *There shall be no fuel storage (above ground or below ground) at the site.*

O. *Additional Regulations, found in Section 17.04 Zoning Districts, subsection 5. Specific District, subsection M. M-1 Industrial District, subsection 6, are hereby incorporated into this conditional use permit and must be followed, except that no shielding is required for outside display of vehicles and watercraft as stated in subsection d. and f. Boats on display shall be naturally covered (no shrink wrap).*

The board made changes to letter “C” of the conditions, requiring finalized plans be submitted and approved by Town staff, and not the Plan Commission. They made changes to letter “L” of the conditions, limiting the chemicals on site to what is standard for the industry. They also recommended that “Ski boats” be changed to “Toe boats” to encompass both skiing and wakeboarding.

Motion by Supervisor Michels to approve a legal nonconforming conditional use permit to Cassandra Castro and Thomas Beaudry, Cassandra Motorsports, LLC, to allow sales, service, outside display of new and preowned motor vehicles and watercraft and a body shop at N47W28229 Lynndale Road subject to the following changes:

1. *Condition C: remove the requirement for Plan Commission to approve the site plan, landscaping plan and lighting plan, and change to staff approval.*
2. *Change references of ski boats to tow boats.*
3. *Condition L: Add language to include only those chemicals standard for the industry, including, but not limited to...*

Seconded by Supervisor Dionisopoulos. Motion passed 5-0.

- C. Discussion and possible action on the Police Citation Administrative Support Services Contract for 2022-2024

Motion by Supervisor Kranick to approve the Police Citation Administrative Support Services Contract for 2022 – 2024. Seconded by Supervisor Woelfle. Motion passed 5-0.

D. Discussion and possible action on Trick or Treat hours.

Motion by Supervisor Kranick to set the 2021 Trick or Treat hours for October 31, 2021, from 4:00 pm to 8:00 pm. Seconded by Supervisor Woelfle. Motion passed 5-0.

Tenth order of Business: Announcements and Planning items

- A. Budget Workshop – Tuesday, September 28, 2021 @ 5:00 PM
- B. Town Board – Tuesday, September 28, 2021 @ Immediately following the Budget Workshop
- C. Plan Commission – Tuesday, October 5, 2021 @ 6:30 PM

Eleventh order of Business: Adjournment

Motion by Supervisor Dionisopoulos to adjourn the September 14, 2021, Town Board meeting at 7:05 p.m. Seconded by Supervisor Kranick. Motion carried 5-0.

Respectfully submitted:

Dan Green, CMC/WCMC
Administrator - Town Clerk/Treasurer

East West Freeway I-94, WIS 83 to WIS 16

Local Officials Meeting

Teams Virtual Meeting

September 13, 2021



Introductions

- WisDOT Project Team
- Lakeside Engineers - Consultant Design Team
- Local Official Attendees



I-94, WIS 83 to WIS 16

- Agenda
 - Purpose and Need
 - Project Overview
 - Project Schedule
 - Traffic Impacts
 - Public Involvement
 - Project Comments



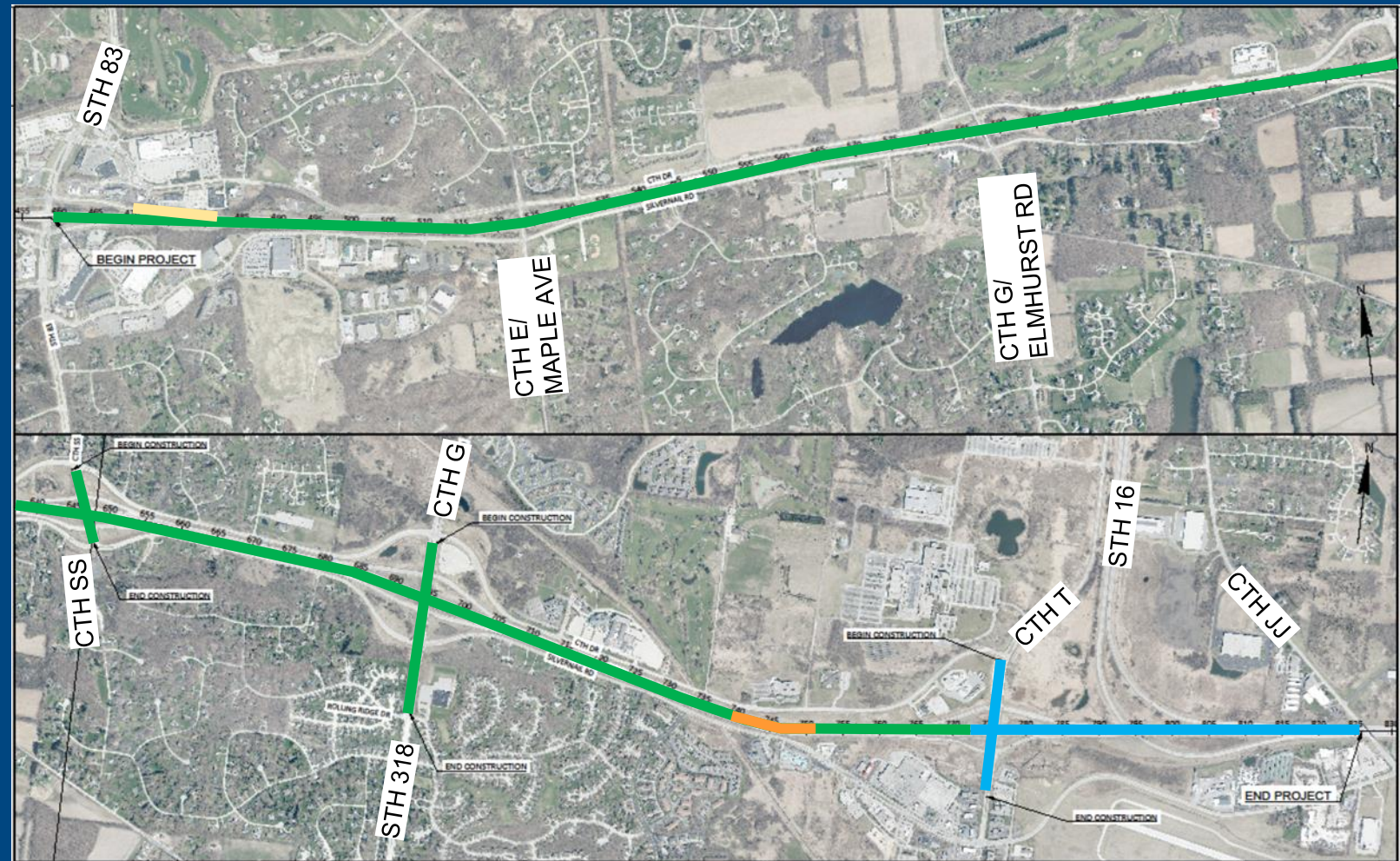
Purpose and Need

- Pavement requires resurfacing
- Structures require repair/replacement
- Park & ride lot improvements
- Traffic signal upgrades
- ITS enhancements








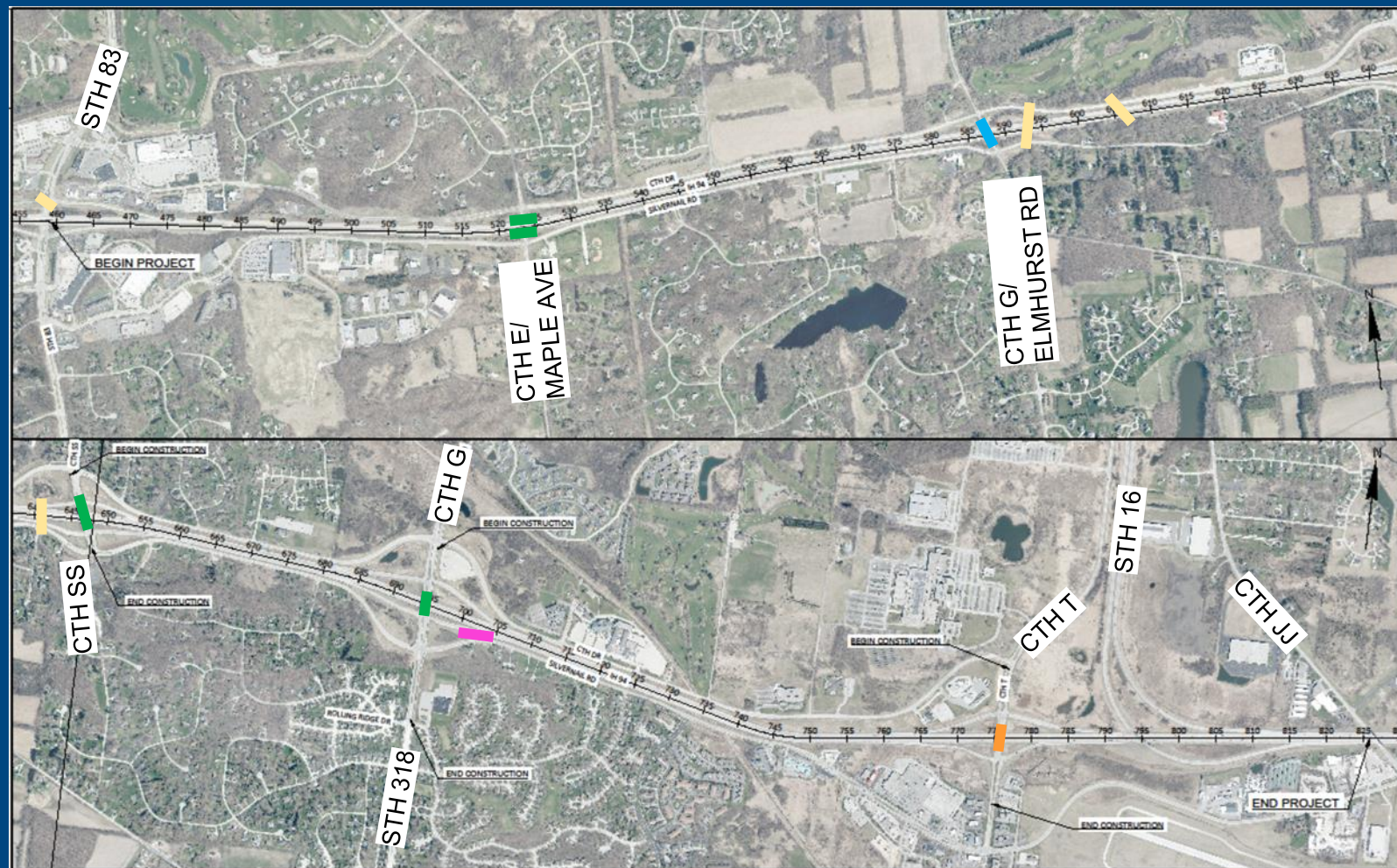
Project Overview - Roadway

- Asphalt resurfacing with base patching
- Concrete pavement repair
- High Friction Surface Treatment
- STH 83 WB Exit Ramp evaluation
- Barrier repair/replacement as needed
- Ramp gates
- Curb ramps



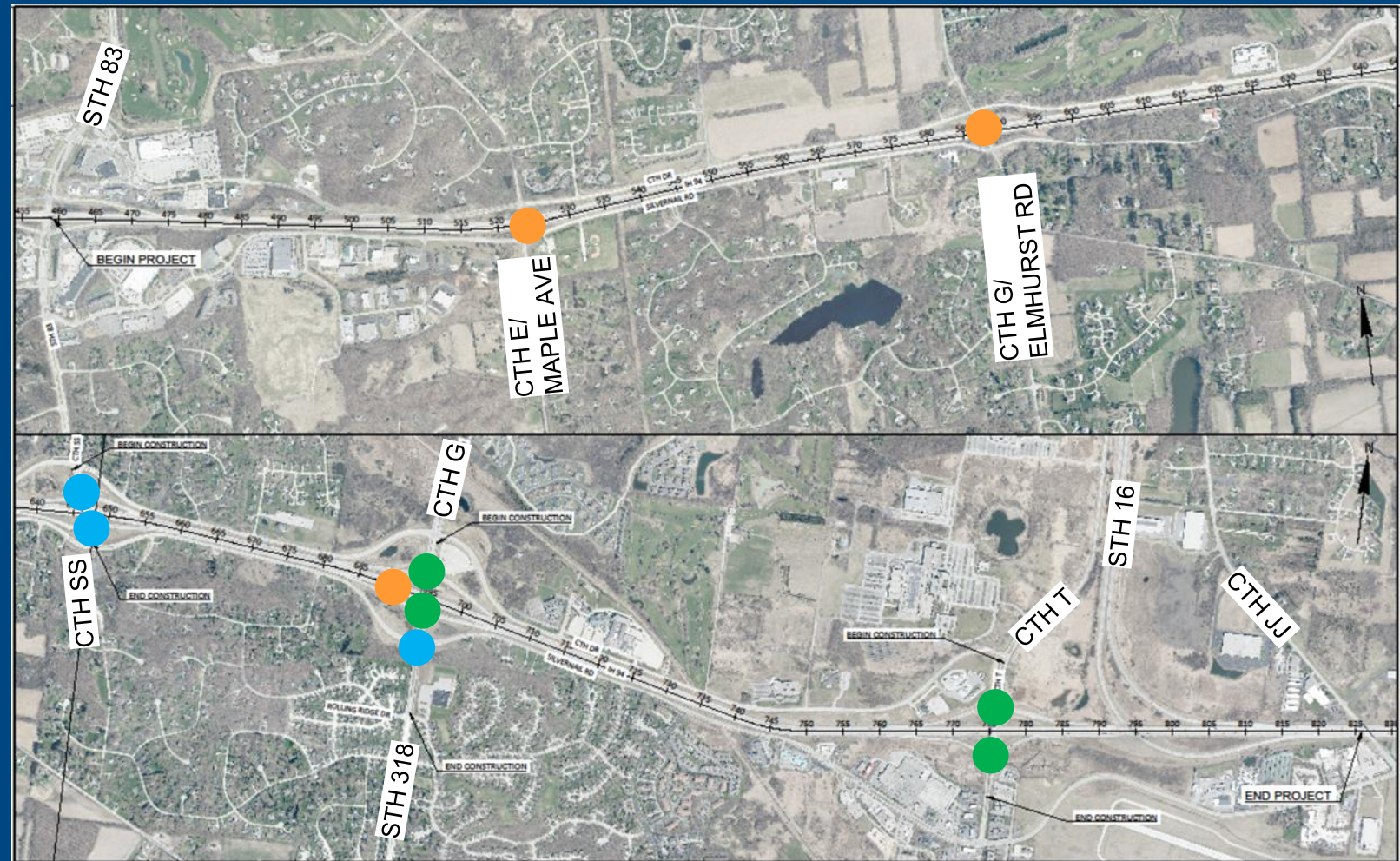
Project Overview - Structures

-  Deck Seal
-  Polymer Overlay
-  Parapet Repair
-  Culvert Repair
-  Retaining Wall Replacement



Project Overview - Signals & ITS

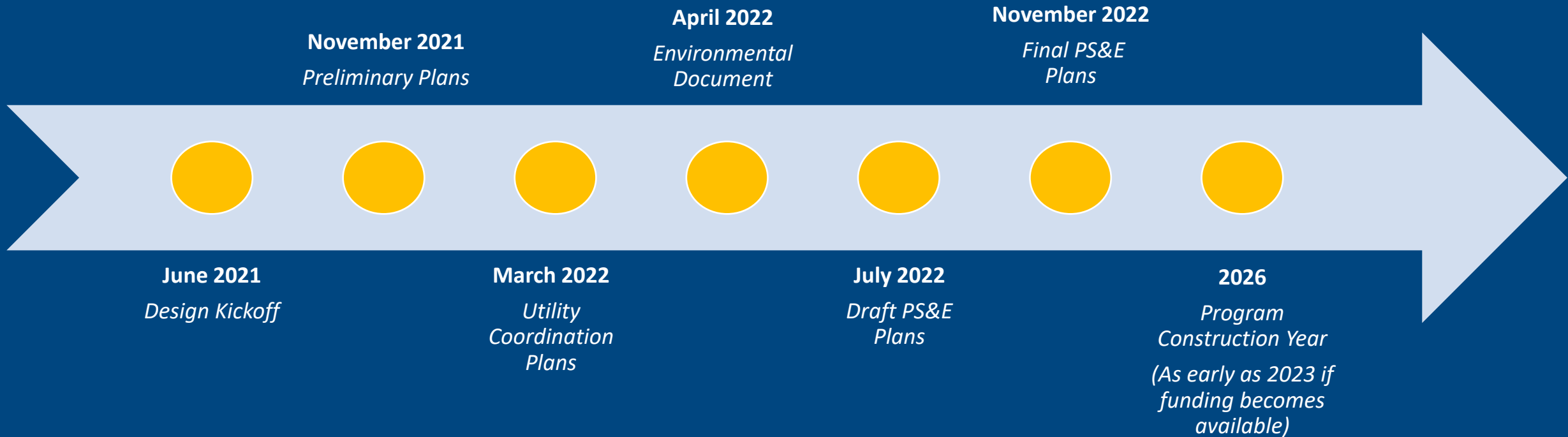
- Signal reconstruction with monotubes
- Signal retrofit
- New CCTVs
- New Dynamic Message Sign IH 94 WB (Location TBD)
- Potential lane configuration changes with signals



Project Overview – Park/Ride



Project Schedule



Traffic/Construction Impacts

- Freeway Impacts
- Ramp Impacts
- Detours
- Local Cross Street Traffic Control
- Park & Ride Lot Staging



Public Involvement

- Identify Project Stakeholders
 - Public Involvement Plan
 - Stakeholder Postcard
 - Design Project Website
- <https://wisconsin.gov/Pages/projects/by-region/se/94resurfacing/default.aspx>

Wisconsin.Gov
State of Wisconsin
Department of Transportation

Agency Directory Online Services

DMV ONLINE SERVICES - DMV INFO - DOING BUSINESS - TRAVEL - SAFETY - PROJECTS AND STUDIES - ABOUT WISDOT

Search Wisconsin DOT

I-94 Resurfacing (WIS 83 to WIS 16) - Waukesha County

Southeast Region

Project Location

I-94, 6.95 miles between WIS 83 and WIS 16 in Waukesha County. The project crosses the municipal boundaries of the City of Delafield, Town of Delafield, City of Pewaukee, and the City of Waukesha.

Project Overview

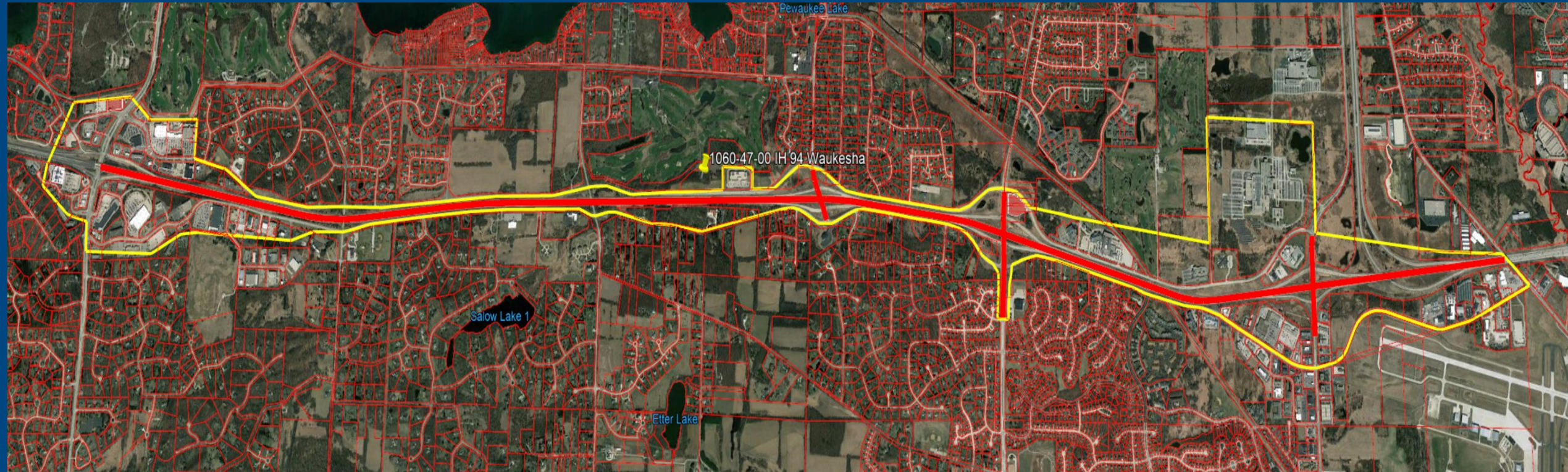
The purpose of the proposed project is to address the deteriorating pavement condition and extend the life of the roadway. Resurfacing improvements on I-94 include asphalt mill and overlay from WIS 83 to County T, and spot concrete pavement repair from County T to WIS 16. Other project improvements include:

- Base patching
- Repair four culverts
- Seal and repair six bridges
- Replace one retaining wall
- Repair roadside barrier
- Minor earthwork and grading for beam guard and cable barrier
- Approximately 1000-ft of resurfacing on WIS 318 (Rolling Ridge Drive to I-94)
- Reconstruct signals at County SS, County T and WIS 318/Silvernail Road Interchanges
- Mill and overlay and curb repair/ramp replacement at WIS 83 and County G Park & Ride lots
- Curb ramp replacement at WIS 318 from the westbound exit ramp to Silvernail Road
- Ramp gate installation

View the following exhibits for more project information:

- Meadowbrook Park and Ride exhibit
- Nagawaukee Park and Ride exhibit
- Project map

Public Involvement



Contacts

Project Website – <https://wisconsindot.gov/Pages/projects/by-region/se/94resurfacing/default.aspx>

WisDOT Design Project Manager – Chris Zacharias, PE
414-750-4955, christopher.zacharias@dot.wi.gov

WisDOT Communications Manager – Dan Sellers
262-548-6702, daniel.sellers@dot.wi.gov

Lakeside Engineers (Consultant) Project Manager – Chris Quesnell, PE, PTOE
262-789-8200, ext 104, chris.quesnell@lakesideengineers.com

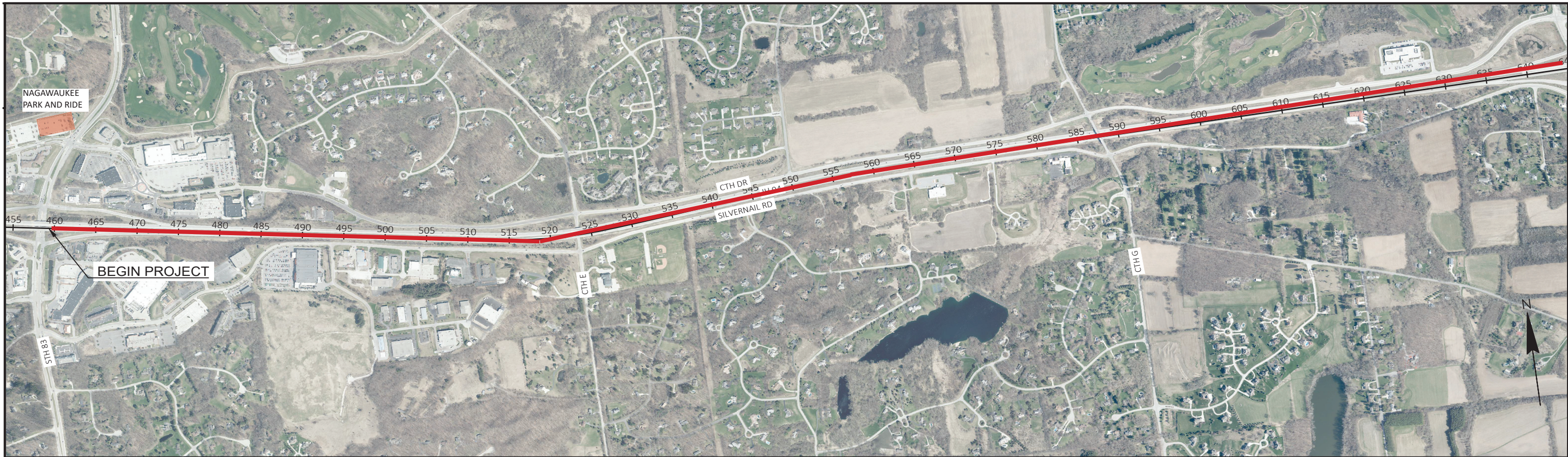


Project Comments

Questions?

Comments due by 9/20/2021





IH 94
 STH 83 to STH 16
 Waukesha County
 WisDOT Project #: 1060-47-00

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 09/07/2021

Town Village City of Delafield

County of Waukesha

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 11/13/2021 and ending 11/13/2021 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

- 1. Organization** (check appropriate box) →
- Bona fide Club
 - Church
 - Lodge/Society
 - Veteran's Organization
 - Fair Association or Agricultural Society
 - Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name St. Anthony on the Lake School Committee

(b) Address W280 N2101 Prospect Ave., Pewaukee, WI 53072
(Street) Town Village City

(c) Date organized _____

(d) If corporation, give date of incorporation 06/19/1955

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Archbishop Jerome Listeck

Vice President Rev. Anthony J. Zimmer

Secretary Sheri Schmidt

Treasurer John Hooyman

(g) Name and address of manager or person in charge of affair: Ellen Knippel; W280 N2101 Prospect Ave., Pewaukee, WI 53072

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number W280 N2101 Prospect Ave.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Parish Life Center

3. Name of Event

(a) List name of the event Mostaccioli Madness

(b) Dates of event 11/13/2021

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

X Officer  St. Anthony on the Lake
(Signature / Date) (Name of Organization)

Date Filed with Clerk 9/13/2021 Date Reported to Council or Board 9/28/2021

Date Granted by Council _____ License No. _____

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

TOWN OF DELAFIELD

Subdivision: The Retreat Developer: Retreat Development LLC, Archibald Pequet Subdivision Agreement Date: Total Letter of Credit: \$978,410			Date: September 17, 2021 Report No.: 1 Covering Period: Calculated By: Tim Barbeau			
Description of Improvements Required	Contractor	Letter of Credit Amount (amount + 10%)	Amount of Work Completed			
			Previous Report	During This Period	To Date	Amount to Remain
A. Site grading/storm water pond, Restoration (topsoil)	New Berlin Grading	\$377,943	\$0	\$84,629.10	\$84,629.10	\$293,313.90
B. Base course, asphalt binder pavement, curb and gutter	Payne & Dolan	\$263,933	\$0	\$0	\$0	\$263,933
C. Asphalt surface course	Payne & Dolan	\$58,300	\$0	\$0	\$0	\$58,300
D. Culverts/Fire Tank/Storm Sewer	DF Tomasini	\$120,769	\$0	\$0	\$0	\$120,769
E. Erosion, restoration (seed)	Blaze	\$157,465	\$0	\$0	\$0	\$157,465
Totals		\$978,410	\$0	\$84,629.10	\$84,629.10	\$893,780.90
Summary Original Letter of Credit \$978,410 Amount Completed this Period \$84,629.10 Amount Previously Approved \$0 Total Completed to Date \$84,629.10 Required Letter of Credit Balance.....\$893,780.90			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 \$84,629.10 By: _____ Date: _____			Authorized By: _____ Ronald A. Troy, Town Chairman			