



**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, MARCH 8, 2022**

**6:30 PM**

**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. February 24, 2022, 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)
8. Unfinished Business - None
9. New Business
  - a. Discussion and possible action on the approval and authorization of an application and resolution to the Board of Commissioner of Public Lands, State of Wisconsin, for a \$250,000 loan to finance a portion of the roadway improvement project as outlined in the 2022 budget.
10. Announcements and Planning items
  - A. Town Board – Tuesday, March 22<sup>nd</sup> @ 6:30 PM
  - B. Spring Election – Tuesday, April 5<sup>th</sup> (7 am to 8 pm)
  - C. Plan Commission – Tuesday, April 12<sup>th</sup> @ 6:30 PM
  - D. Annual Meeting of Electors - Tuesday, April 19<sup>th</sup> @ 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  
FEBRUARY 24, 2022 @ 6:30 PM**

**Video Link:** <https://www.youtube.com/watch?v=1Sr89SIMouE>

**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 Michels, and Supervisor Woelfle. Also present were Administrator Dan Green, Engineer Tim Barbeau and Baseball Coordinator Alyssa Vaughan.

**Fourth order of business:** Citizen Comments:

**Fifth order of business:**

- A. Approval of February 8, 2022, Town Board Minutes

*Motion by Supervisor Woelfle to approve the minutes from February 8, 2022. Seconded by Supervisor Dionisopoulos. 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

*Motion by Supervisor Kranick to amend the 2021 Budget to increase the Highway capital account, 10-53310-810 by \$161,012, the Inspection Contracted Services account, 10-52400-299, by \$15,323, and the Refuse Collection account, 10-53620-291, by \$6,487. Seconded by Supervisor Michels. Motion passed 5-0.*

- B.1) Accounts payable; 2) Payroll

*Motion by Supervisor Kranick to approve payment of #65410-#65483 in the amount of \$5,081,169.04, and payrolls dated February 18, 2022, in the amount of \$15,500.19. Seconded by Supervisor Dionisopoulos. Motion passed 5-0.*

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

Supervisor Woelfle update the board on the last Lake Pewaukee Patrol Board meeting. He explained that they are contracting with Lake Country Barge this year to install buoys. The LPSD barge will be repaired, and the lake patrol will rent the barge from them moving forward. They considered purchasing their own barge, but the cost was too great.

**Eighth order of Business:** Unfinished Business: NONE

**Ninth order of Business:** New Business:

- a. Discussion and possible action on a vacation rental application for Andy and Shayla Fallon, N28W29868 Oakwood Grove Road.

Engineer Barbeau there are two applicants that can be addressed together. The Town has a code that requires an application with 18 requirement that must be met. The petitioners have responded to all 18 items and have provided a tourist license. The engineer asked that boundary lines be staked on the property and that a map be provided to the renters of the property lines. Engineer Barbeau recommended approval of both applications, as they met the requirements of our ordinance.

Supervisor Woelfle asked if there was a threshold for how many times, they can rent out each year. Engineer Barbeau explained if they rent their home out more than once per year, a vacation rental application is required.

*Motion by Supervisor Kranick on a vacation rental application for Andy and Shayla Fallon for the property located at N28W29868 Oakwood Grove Road. Seconded by Supervisor Woelfle. Passed 5-0.*

- b. Discussion and possible action on a vacation rental application for Kyle Miller, W304N2501 North Maple Avenue.

*Motion by Supervisor Kranick to approve a rental application for Kyle Miller for the property located at W304N2501 North Maple Avenue. Seconded by Supervisor Michels. Motion passed 4-0.*

- c. Discussion and possible action on improvement to the Sports Commons to install two scoreboards, fencing and expand and repave the parking lot.

Administrator Green gave an overview of the Sports Commons improvement project, which included two scoreboards, repaving, and expanding the current parking lot, adding homerun fencing to the smaller field, and installing a flagpole between the two fields. Baseball Coordinator, Alyssa Vaughan, reviewed the sponsorships for 2022 and the advertising revenue for both the scoreboards and the fencing. Supervisor Kranick asked that staff ensure the scoreboards are not a violation of our sign ordinance.

*Motion by Supervisor Michels to approve the purchase and installation of two scoreboards from Varsity Scoreboards, a flagpole by FLAG Center, extending electricity to the flagpole and scoreboards by Wolf Electric, and outfield fencing by Sentry Fence, for a total cost of \$49,040, with project funds to come from Impact Fees (\$28,610) and park Donation Funds (\$20,430). Seconded by Supervisor Dionisopoulos. Motion passed 5-0.*

*Motion by Supervisor Michels to approve bidding out the expansion and repaving of the Sports Commons parking lot, with the final bid being subject to approval by the Town Board. Seconded by Supervisor Kranick. Motion passed 5-0.*

- d. Discussion and possible action non the issuance of a Direct Seller's License to Anthony Butz and Craig Kowalczyk, doing business as Lime Painting of Milwaukee.

*Motion by Supervisor Michels to approve the issuance of Direct Seller's licenses to Anthony Butz and Craig Kowalczyk, doing business as Lime Painting of Milwaukee. Seconded by Supervisor Kranick. Motion passed 5-0.*

**Tenth order of Business:** Announcements and Planning items

- A. Plan Commission – March 1<sup>st</sup> @ 6:30 PM
- B. Town Board – March 8<sup>th</sup> @ 6:30 PM
- C. Town Board – Tuesday, March 22<sup>nd</sup> @ 6:30 PM

**Thirteenth order of Business:** Adjournment:

*Motion by Supervisor Kranick to adjourn the Tuesday, February 24, 2022, Town Board meeting at 7:08 PM. Seconded by Supervisor Woelfle. Motion passed 5-0.*

Respectfully submitted:

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

**STATE OF WISCONSIN  
BOARD OF COMMISSIONERS OF PUBLIC LANDS  
101 EAST WILSON STREET, 2<sup>ND</sup> FLOOR  
POST OFFICE BOX 8943  
MADISON, WISCONSIN 53708-8943**

**APPLICATION FOR STATE TRUST FUND LOAN  
TOWN - 20 YEAR MAXIMUM  
Chapter 24 Wisconsin Statutes**

**TOWN OF DELAFIELD**

**Date sent: February 22, 2022**

**Received and filed in Madison, Wisconsin:**

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**ID # 05605616**

**RAS**

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned town board of supervisors of the Town of **Delafield**, in the County(ies) of **Waukesha**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Two Hundred Fifty Thousand And 00/100 Dollars (\$250,000.00)** from the Trust Funds of the State of Wisconsin for the purpose of **financing road improvement projects for 2022**.

The loan is to be continued for a term of **5** years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of **3.25** percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the Town with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the Town Board of the Town of **Delafield**, in the County(ies) of **Waukesha**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the Town Board approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Two Hundred Fifty Thousand And 00/100 Dollars (\$250,000.00)** from the Trust Funds of the State of Wisconsin to the Town of **Delafield** in the County(ies) of **Waukesha**, Wisconsin, for the purpose of **financing road improvement projects for 2022**. That at the same time and place, the Town Board of the Town of **Delafield** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the Town, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the Town of **Delafield** certified to by the clerk, accompanies this application.

Given under our hands in the Town of **Delafield**, County(ies) of **Waukesha**, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chairman, Town of **Delafield** (Signature)

\_\_\_\_\_  
Clerk, Town of **Delafield** (Signature)

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FORM OF RECORD

The following preamble and resolutions were presented by Supervisor \_\_\_\_\_ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the Town of **Delafield**, in the County(ies) of **Waukesha**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Two Hundred Fifty Thousand And 00/100 Dollars (\$250,000.00)** for the purpose of **financing road improvement projects for 2022** and for no other purpose.

The loan is to be payable within **5** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **3.25** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the Town of **Delafield**, in the County(ies) of **Waukesha**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the Town of **Delafield** by such loan from the state be applied or paid out for any purpose except **financing road improvement projects for 2022** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the chairman and clerk of the Town of **Delafield**, in the County(ies) of **Waukesha**, Wisconsin, are authorized and empowered, in the name of the Town to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the Town pursuant to this resolution. The chairman and clerk of the Town will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this Town forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

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Supervisor \_\_\_\_\_ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

- |    |            |       |       |       |
|----|------------|-------|-------|-------|
| 1. | Chairman   | _____ | voted | _____ |
| 2. | Supervisor | _____ | voted | _____ |
| 3. | Supervisor | _____ | voted | _____ |
| 4. | Supervisor | _____ | voted | _____ |
| 5. | Supervisor | _____ | voted | _____ |

A majority of the Town Board of the Town of **Delafield**, in the County(ies) of **Waukesha**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.



STATE OF WISCONSIN

County(ies) of **Waukesha**

I, \_\_\_\_\_, Clerk of the Town of **Delafield**, County(ies) of **Waukesha**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the Town Board of the Town of **Delafield** at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the Town Board of the Town of **Delafield**, County(ies) of **Waukesha**, is constituted by law to have \_\_\_\_\_ members, and that the original of said preamble and resolutions was adopted at the meeting of the Town Board by a vote of \_\_\_\_\_ ayes to \_\_\_\_\_ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the Town.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the Town of **Delafield** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Clerk (Signature)

\_\_\_\_\_  
Clerk (Print or Type Name)

Town of **Delafield**

County(ies) of **Waukesha**

State of Wisconsin

STATE OF WISCONSIN  
COUNTY(IES) OF **Waukesha**  
TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, \_\_\_\_\_, Clerk of the Town of **Delafield**, County(ies) of **Waukesha**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the Town of **Delafield** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20\_\_\_\_\_\* \$\_\_\_\_\_

\* Latest year available

I further certify that the whole existing indebtedness of the Town of **Delafield**, County(ies) of **Waukesha**, State of Wisconsin, is as follows: (list each item of indebtedness):

NAME OF CREDITOR	PRINCIPAL BALANCE (EXCLUDING INTEREST)
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL INDEBTEDNESS:	\$ _____

\_\_\_\_\_  
Clerk (Signature)

\_\_\_\_\_  
Clerk (Print or Type Name)

Clerk in the Town of **Delafield**

County(ies) of **Waukesha**, Wisconsin

\_\_\_\_\_, 20\_\_\_\_\_  
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

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