



A PERFECT ENVIRONMENT

Residential ♦ Recreational ♦ Responsible

Chair
Ron Troy
Supervisors
Pete Van Horn
Edward Kranick
Christopher Smith
Billy Cooley
Clerk/Treasurer
Mary Elsner

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING TUESDAY, MAY 28, 2019 – IMMEDIATELY FOLLOWING BOARD OF REVIEW DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI

AMENDED 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 May 14, May 17 and May 20, 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. Nancy M. Bonniwell (5/7/19), Re: Shallock Farm – W330S1205 Hwy. C
 - B. Eric J. Larson (5/17/19), Re: Sales to Municipal Employees – Recent Legislation
7. Unfinished Business
 - A. 2020 Town Budget Planning – (tabled 5/14/19)
 - B. Stormwater drainage issue review in the vicinity of W284 N3298 Lakeside Road (tabled 5/14/19)
 - C. John and Victoria Ziegler, N20W29901 Glen Cove Rd., Permission to connect to storm drain system (tabled 5/14/19)
 - D. Consideration and possible action on request from Metropolitan Builder Association to hold Parade of Homes in White Oak Conservancy August 9, 2019 thru September 2, 2019 (tabled 5/14/19)

Town of Delafield Board of Supervisors Meeting Agenda

May 28, 2019

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8. New Business

- A. Discussion with Pat Deklotz, School District of Kettle Moraine Superintendent, Re: post-referendum update and request for representation during consolidation study process
- B. Discussion and possible action on Fire Dept. personnel
- C. Discussion and possible action on drainage issue at Town Hall
- D. Discussion and possible action on Plan Commission's recommendation to approve up to 10 beehives at the Prairie Hill Waldorf School Property and not consider this request a substantial change to the Conditional Use Permit
- E. Appointments to Board of Appeals
- F. Consideration and possible action on request for a Temporary Class "B" license to sell fermented malt beverages and a Temporary "Class B" license to sell wine at an event to be held at St. Anthony Congregation on June 15, 2019
- G. Consideration and possible action on Operator's License for the period of 7/1/18 to 6/30/20:
 - Tiffany Tallinger, *Pewaukee Yacht Club*

9. Announcements and Planning items

- A. Next Plan Commission Meeting – June 4
- B. Next Town Board Meeting – June 11
- C. Next Park and Recreation Commission Meeting – June 13

10. Adjournment



Mary T. Elsner, CMC, WCMC
Town Clerk/Treasurer

Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. The Town Board may take action on any item on the agenda. It is possible that members of and possibly a quorum of members 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 Town Board of Supervisors. Please note that, 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 Mary Elsner, Town Clerk, at W302 N1254 Maple Avenue, Delafield, WI 53018-7000. This agenda is for informational purposes only. Posted – 5/23/19

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
May 14, 2019

Members Present: R. Troy, P. Van Horn, E. Kranick, B. Cooley

Members Absent: C. Smith

Others Present: T. Barbeau, *Town Engineer*, T. Weiss, *Waukesha County Sheriff's Dept.*, G. Meerschaert, *Building Inspector*, 6 citizens

First order of business: Call to Order
Chairman Troy called the meeting to order at 7:00 p.m.

Second order of business: Pledge of Allegiance

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

Fourth order of business: Approval of April 23, 2019, Town Board Minutes
MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE MINUTES AS PRESENTED BY THE CLERK. MOTION CARRIED.

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 #61795 – #61841 IN THE AMOUNT OF \$103,585.46

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$53,132.55

MR. KRANICK/MR. COOLEY

MOTION CARRIED.

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

A. None

Seventh order of business: Unfinished Business

A. 2020 Town Budget Planning – tabled 3/12/19

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO REMOVE FROM THE TABLE.
MOTION CARRIED.**

Chairman Troy stated that he contacted Attorney Larson and Mr. Jeanson to request that they draft a timetable of the necessary steps to be reviewed by the Town Board if a referendum was held in the fall. The timetables will be addressed at the next meeting in two weeks.

Mr. Kranick stated that he further researched the matter on ways to be more transparent with our residents re: the budget. He was informed that there is a video available that provides insight on ways to utilize the website, track public safety and highways and better understand the finances of the town. The general consensus of the Town Board is to view the subject video at the end of an upcoming Town Board meeting.

B. Stormwater drainage issue review in the vicinity of W284 N3298 Lakeside Road

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO REMOVE FROM THE TABLE.
MOTION CARRIED.**

Mr. Kranick spoke on behalf of Highway Superintendent Roberts stating that the pipe was cut back and the water to Ms. Wagner's property has significantly diminished.

MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO TABLE. MOTION CARRIED.

C. John and Victoria Ziegler, N20W29901 Glen Cove Rd., Permission to connect to storm drain system (tabled 4/23/19)

MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO REMOVE FROM THE TABLE. MOTION CARRIED.

Engineer Barbeau provided background information re: the subject request to connect a pipe from the rear yard of Mr. Ziegler's lot to an existing storm sewer located on the south side of Glen Cove Road. Mr. Ziegler's land is affected by water that flows east-to-west behind the homes on the south side of Glen Cove Road. A pipe of unknown origin is located in the rear of the yard, two houses west of Mr. Ziegler's property, that appears to run in a southwesterly direction and outlets approximately 6 houses west of the subject property. Engineer Barbeau stated that in 1998, the Town Board allowed the property owner to hook up to a pipe from his rear yard to the pipe system along Glen Cove Road. He provided concerns re: the effects of adding additional storm water to the pipe system.

John Ziegler, reiterated that his yard is unusable. He is proposing to connect into the pipe at the northwest corner of his property. He provided an engineering analysis displaying potential water runoff to be collected, sizing of existing storm water system and conclusion.

Engineer Barbeau was directed to review the calculations provided by Mr. Ziegler and report back at the meeting in two weeks.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO TABLE TO ALLOW TOWN STAFF TO REVIEW THE ENGINEERING ANALYSIS PROVIDED BY MR. ZIEGLER AND REPORT BACK WITH FINDINGS AT THE MEETING IN TWO WEEKS. MOTION CARRIED.

Eighth order of business: New Business

A. Introduction – Deputy Taylor Weiss, Waukesha County Sheriff's Department

Chairman Troy introduced Deputy Weiss to the Town Board. The Town Clerk was directed to contact Inspector Gumm re: the status of requested patrol activity reports.

B. Appointments to Plan Commission – Christie Dionisopoulos and Edward Kranick

MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPOINT CHRISTIE DIONISOPOULOS TO THE PLAN COMMISSION TO SERVE A THREE-YEAR TERM. MOTION CARRIED.

MOTION MADE BY MR. COOLEY, SECONDED BY MR. VAN HORN TO RE-APPOINT EDWARD KRANICK TO THE PLAN COMMISSION TO SERVE ANOTHER ONE-YEAR TERM. MR. VAN HORN – AYE, MR. KRANICK – ABSTAINED, CHAIRMAN TROY – AYE, MR. COOLEY – AYE. MOTION PASSED 3-1.

C. Approval to sell 1994 Ford and 1997 GMC

Mr. Kranick stated that Mr. Roberts is requesting to sell the subject trucks, as a result of receiving 2 new trucks last year, by listing them online and displaying them.

MOTION MADE BY MR. VAN HORN, SECONDED BY MR. COOLEY TO APPROVE THE SALE OF THE 1994 FORD AND 1997 GMC AS REQUESTED. MOTION CARRIED.

D. Discussion with Gary Meerschaert, SAFEbuilt, re: Inspection Services

Mr. Meerschaert stated the need for additional office hour coverage due to the volume of building in the town and zoning and code enforcement issues.

Chairman Troy stated that he will review the contract, contact SAFEbuilt and re-address at the next meeting.

E. Discussion re: Request for Proposals for Building Inspection Services

MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO TABLE THE DISCUSSION RE: REQUEST FOR PROPOSALS FOR BUILDING INSPECTION SERVICES. MOTION CARRIED.

F. Consideration and possible action to award the 2019 Town Road Paving Program contract

Engineer Barbeau reviewed the 3 bids received for the subject project: Wolf Paving - \$286,341.75; Payne & Dolan, Inc. - \$313,350.25; and, Stark Pavement - \$338,105.75.

MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO AWARD THE 2019 TOWN ROAD PAVING PROGRAM CONTRACT TO WOLF PAVING IN THE AMOUNT OF \$286,341.75. MOTION CARRIED.

G. Gary Belcher, W289 N438 Elmhurst Road, Re: Consideration and possible action on Plan Commission's recommendation for approval of a Certified Survey Map to split the property into a residential lot and an Outlot

Engineer Barbeau summarized the proposed request to split the subject 9.7 acre parcel of land into a 3.0 single family parcel and an outlot. He stated that the Plan Commission unanimously approved the request conditioned upon the terms of Note 1 shown on the CSM being recorded separately as a deed restriction, in a form approved by the Town Engineer and Town Attorney, simultaneously with the recording of the CSM; Note 3 to be changed to Note 2; all comments subject to Waukesha County review and incorporated into the document and the septic easement recorded.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE CERTIFIED SURVEY MAP TO SPLIT THE PROPERTY INTO A RESIDENTIAL LOT AND AN OUTLOT CONDITIONED UPON THE TERMS OF NOTE 1 SHOWN ON THE CSM BEING RECORDED SEPARATELY AS A DEED RESTRICTION, IN A FORM APPROVED BY THE TOWN ENGINEER AND TOWN ATTORNEY, SIMULTANEOUSLY WITH THE RECORDING OF THE CSM; NOTE 3 TO BE CHANGED TO NOTE 2; ALL COMMENTS SUBJECT TO WAUKESHA COUNTY REVIEW AND INCORPORATED INTO THE DOCUMENT AND THE SEPTIC EASEMENT RECORDED. MOTION CARRIED.

H. Consideration and possible action on request from Metropolitan Builder Association to hold Parade of Homes in White Oak Conservancy August 9, 2019 thru September 2, 2019 (discussed 3/12/19)

Engineer Barbeau reviewed the additional event details provided by the MBA. He stated his concerns re: proposed parking if it rains during the event. He suggested that the developer be responsible for monitoring the ditches and posting "no parking signs" on one side of the road. An enforcement element should be provided by the sheriff and paid for by the MBA. Engineer Barbeau was directed to place conditions on the event that are in the best interest of the town.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO TABLE THE PARADE OF HOMES REQUEST. MOTION CARRIED.

I. Consideration and possible action on Operator's License for the period of 7/1/18 to 6/30/20:
- Cassidy Kundinger, Western Lakes Golf Club

MOTION MADE BY MR. COOLEY, SECONDED BY MR. VAN HORN TO APPROVE AN OPERATOR'S LICENSE FOR THE PERIOD OF 7/1/18 TO 6/30/20 FOR CASSIDY KUNDINGER, WESTERN LAKES GOLF CLUB. MOTION CARRIED.

Ninth Order of business: Announcements and Planning items

- A. Board of Review – May 28, 7:00 p.m. (to be adjourned until July 11, 2019)
- B. Next Town Board Meeting – May 28 – immediately following Board of Review
- C. Next Plan Commission Meeting – June 4
- D. Next Town Board Meeting – June 11
- E. Next Park and Recreation Commission Meeting – June 13

Tenth Order of business: Adjournment

MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADJOURN AT 8:20 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk/Treasurer

Minutes approved on:

TOWN OF DELAFIELD BOARD OF SUPERVISORS SPECIAL MEETING
May 17, 2019

Members Present: R. Troy, P. Van Horn, E. Kranick
Members Absent: C. Smith, B. Cooley
Others Present: D. Roberts, *Highway Superintendent*

First order of business: Call to Order
Chairman Troy called the meeting to order at 3:15 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Approval of the Sale – 1997 GMC Truck in the amount of \$4,000.00
Mr. Roberts stated that the town definitely “got the life out of” the subject truck. He confirmed that the prospective buyer will purchase the truck via cash or cashier’s check.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO APPROVE THE SALE OF THE 1997 GMC TRUCK IN THE AMOUNT OF \$4,000 TO BE PAID VIA CASH OR CASHIER’S CHECK. MOTION CARRIED.

Fourth order of business: Adjournment
MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN ADJOURN AT 3:19 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk/Treasurer

Minutes approved on:

DRAFT

TOWN OF DELAFIELD BOARD OF SUPERVISORS SPECIAL MEETING
May 20, 2019

Members Present: P. Van Horn, C. Smith, B. Cooley

Members Absent: R. Troy, E. Kranick

Others Present: D. Roberts, *Highway Superintendent*

First order of business: Call to Order

Acting Chairman Van Horn called the meeting to order at 3:02 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Approval of the Sale – 1992 Ford Truck in the amount of \$2,000.00

Mr. Roberts stated that this a fair cash offer for the subject truck, as it needs detailed work on the front axle, etc. The cost to fix the axle, alone, would be \$2500.00.

MOTION MADE BY MR. SMITH, SECONDED BY MR. COOLEY TO APPROVE THE SALE OF THE 1992 FORD TRUCK IN THE AMOUNT OF \$2,000. MOTION CARRIED.

Fourth order of business: Adjournment

MOTION MADE BY MR. COOLEY, SECONDED BY MR. SMITH ADJOURN AT 3:06 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk/Treasurer

Minutes approved on:

DRAFT

MAY 28 2019

ITEM #6 A PAGE 1 of 2

von Briesen

von Briesen & Roper, s.c. Attorneys at Law

TAGLaw International Lawyers

Nancy M. Bonniwell
Direct Telephone
262-646-1527

nbonniwell@vonbriesen.com



May 7, 2019

Ron Troy, Chairman
Town of Delafield Board
N30W28853 West Lakeside Drive
Pewaukee, WI 53072

RE: Shallock Farm located at W330S1205 Hwy C, Delafield, WI 53018

Dear Mr. Troy:

I represent the Jane M. Schallock Revocable Living Trust and am sole Trustee of the Schallock Foundation, which will be the recipient of the Schallock's 77-acre farm located on Highway C in the Town of Delafield. Now that the Schallocks are gone, I have been charged with ensuring that their desires are carried out with regard to use of the property.

Mike and Jane Schallock provided that the Humane Animal and Welfare Society (HAWS) have use of their farm to carry out its mission. HAWS intends to have low-key use of the property for educational purposes. To that end, the property needs a bit of sprucing up. Lynn Olenik, the President and Executive-Director of HAWS, has engaged the volunteer arm of the Kohl's Corporation to assist in that matter.

The purpose of this letter is to inform you that approximately 200 volunteers from the Kohl's Corporation will be in attendance at the Schallock Farm on Saturday, June 20, from 12:00 p.m. until 4:00 p.m. Representatives from HAWS will arrive at the farm in preparation for their volunteers at approximately 10:00 a.m. and cleanup will end no later than 5:30 p.m.

The individual volunteers will *not* be driving to or parking at the farm. Instead, Ms. Olenik has arranged that the volunteers park at the former Saxe's Restaurant on Highway 18, and they will be shuttled to the farm.

I am providing you this information so that the Town will be alerted to the fact that there will be significantly more people at the farm on June 20 for approximately four hours. I, along with representatives from HAWS, met with Tim Barbeau last week to discuss how HAWS's use fits into our town code. Mr. Barbeau suggested that the town be made aware of this ad hoc gathering of volunteers, especially in light of the number working to improve the farm.

Ron Troy, Chairman
Town of Delafield Board
May 7, 2019
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Mr. Troy, if you have any questions, please do not hesitate to contact me.

Very truly yours,

von BRIESEN & ROPER, s.c.



Nancy M. Bonniwell

NB:sb

cc: Mary Elsner, Town Clerk ✓
W302N1254 Maple Avenue
Delafield, WI 53018

MAY 28 2019

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Municipal LAW

& LITIGATION GROUP

DALE W. ARENZ, RETIRED
DONALD S. MOLTER, JR., RETIRED
JOHN P. MACY
H. STANLEY RIFFLE
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STEPHEN J. CENTINARIO, JR.
AMY E. FRY-GALOW
CHRISTOPHER R. SCHULTZ

May 17, 2019

Town Board
Town of Delafield
W302 N1254
Delafield, WI 53018

**Re: Sales to Municipal Employees
Recent Legislation**

Ladies and Gentlemen:

For many years, since at least 1939, the State of Wisconsin has prohibited sale of municipal property to municipal employees, although there has been some confusion about how these laws should best be interpreted and the laws have not been well understood in many circles. The State has changed the law in this area by 2017 Wisconsin Act 65, but this change may have created additional confusion and misunderstanding. We continue to urge caution regarding sales of municipal property to employees. I am writing to describe the current state of the law in this regard:

1. General Rule: Plain Language: Sales to Employees Prohibited. Before turning to the significant newly created exception, we should start with the general rule. In general, sales of municipal property to employees is prohibited. Section 175.10 of the Wisconsin Statutes is entitled "Sale to Employees Prohibited." Subsection (1) states the following:

No department or agency of the state or any political subdivision thereof, or member or officer of any village, town or county board or common council of any city, or any purchasing agent or purchasing agency of the state or any political subdivision thereof, shall sell or procure for sale or have in its possession or under its control for sale to any employees of the state or any political subdivision thereof any article, material, product or merchandise of whatsoever nature, excepting meals, public services and such specialized appliances and paraphernalia as may be required for the safety or health of the employees. (Emphasis added.)

This prohibition is relatively clear on its face and, in my opinion, it would be difficult to find ambiguity in this language. It does not merely prohibit sale of merchandise, material or products, but broadly prohibits sale of "any article, material, product or merchandise of whatsoever nature." The prohibition is not limited to procuring items for sale, but broadly prohibits all sales by the language

MUNICIPAL LAW & LITIGATION GROUP, S.C.

Town Board
May 17, 2019
Page 2

emphasized above. The statute declares such conduct to be a misdemeanor, punishable by a fine of up to \$500, 90 days in jail, or both.

For many years there have been two exceptions shown in the Statute that may be relevant in isolated circumstances. These long-standing exceptions remain in the statute. The first exception, found in subsection (1), is for "meals, public services and such specialized appliances and paraphernalia as may be required for the safety or health of the employees." The second exception, found in subsection (3), is for sales that are made "while engaged in any recreational, health, welfare, relief, safety, or educational activities furnished by this state or any political subdivision thereof."

As additional background, you may be aware that this statute has been interpreted to mean something that it does not say, from time to time, based on a 1939 opinion of the Wisconsin Attorney General. That opinion concluded that the statute only prohibits municipalities from acquiring products for resale to employees, to the detriment of private enterprise. I have been critical of any such interpretation in the past and have cautioned against reading the statute to mean anything other than what it says by its plain language. For purposes of this correspondence, let me merely say that the statute as quoted above, broadly prohibits sale of municipal property to municipal employees, and that is my general recommendation, unless an applicable exception applies. This leads to consideration of the newly created statutory exception, which we turn to next.

2. New Law: Some Sales are Excepted. The State has created an exception to this general rule, which reads as follows:

"175.10 (1m) (a) The prohibition under sub. (1) does not apply to a sale if any of the following applies:

- 1. The sale is of a surplus or discarded item that is no longer needed if the item is available for sale to the public using a publicly available method.*
- 2. The sale is of an item that is regularly available from the governmental entity for sale to the public at the same cost.*

(b) On its Internet site, the department of administration shall post a list of auction or sale Internet sites for compliance with par. (a)1. The department may limit the types of items that may be sold on any particular Internet site.

(c) A political subdivision may enact an ordinance that prohibits a sale that is otherwise permitted under par. (a)"

Let me emphasize the several requirements that are necessary for this exception to apply:

- a. Must Satisfy Statutory Requirements. This exception only applies if the item satisfies one of the two categories under the following circumstances.

MUNICIPAL LAW & LITIGATION GROUP, S.C.

Town Board
May 17, 2019
Page 3

(1) Surplus or Discarded. It is "a surplus or discarded item;" in which case it can be sold to municipal employees only if:

- (a) *Method*: The item is sold using "a publicly available method."
- (b) *Department of Administration List of Internet Sites*. The statute says, further, that the Department of Administration has a list of internet sites that can be used to comply with this method of sale.
- (c) *Limitations*. The Department of Administration may limit the types of items that may be sold.

(2) Regularly Available. As a complete alternative, municipal property can be sold to municipal employees if the item is regularly available for sale from the governmental entity to the public at the same cost. For example, if the municipality routinely sells copies of its Zoning Code for a set price, employees are welcome to make that purchase the same as any member of the general public.

- b. Municipality Can Be More Restrictive. The statute says, further, that municipalities may enact an ordinance that prohibits sales that are otherwise allowed by the statute. This is particularly significant because many municipalities have such an ordinance already in effect in their Code. You should not assume that the new statute allows sale of municipal property, therefore, unless you amend any such more restrictive local ordinance first.

I continue to recommend caution when considering any sale of municipal property to municipal employees. There is a broader ability to do so under the new law, but the requirements of the statute must be closely followed and any local ordinances must be followed as well.

If you should have any questions or concerns regarding these matters, please do not hesitate to contact me.

Yours very truly,

MUNICIPAL LAW & LITIGATION GROUP, S.C.

Eric J. Larson

Eric J. Larson

EJL/egm

cc: Mary Elsner, Town Clerk

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Town of Delafield
2020 Budget Timeline

The following are recommendations only. Our part, as your CPA firm, cannot be to be or perceived to be part of the Town's management – or we would no longer be independent.

No later than –

- 6/10 Mary has Town's May bank accounts reconciled
- 6/10 Howard has first 3 columns filled in (historical information) – 2017 and 2018 actual, 2019 budget
- 6/12 All bills received have been given to Mary and are entered in accounting system
- 6/14 Mary provides year to date general ledgers to all departments and to Howard to review
- 6/17 Departments give Mary any corrections to year to date postings
- 6/17 The Town Board provides guidance on 2020 wage increases
- 6/19 Mary/ Howard enter 5-month actuals in budget worksheets
- 6/21 Worksheets are distributed to all departments to fill in estimated expenditure totals for 2019 AND 2020 budgets
- 6/27 Mary enters estimates for all revenues for balance of 2019 AND 2020 estimates – with guidance from Board.
- 6/27 Departments return completed worksheets to Mary
- 7/1 Based on information provided by departments Mary enters 7 month estimates for 2019 AND 2020 and distributes to Board members
- 7/10 Mary has Town's June bank accounts reconciled
- 7/16 All bills received have been given to Mary and are entered in accounting system
- 7/17 Mary/ Howard enter 6-month actuals in budget worksheets and revise estimate for balance of year, based on department's estimate from prior month
- 7/19 Mary enters 6-month revenues and 6-month estimates
- 7/19 Worksheets are redistributed to all departments to review estimated expenditure totals for 2019 AND 2020 budgets and make any adjustments deemed necessary
- 7/20 The Board sets dates for budget workshops
- 7/23 All changes are given to and made by Mary
- 7/23 Worksheets are distributed to Board
- 7/30 The Board provides guidance to departments for Plan B;- reductions to 2020 budgets in case referendum does not pass
- > 7/30 Worksheets are updated based on direction from Board at workshops and as additional information is received
- 8/15 Departments provide 'Plan B' budgets to the Board

Mary Elsner

From: Moore, Jennifer A <jamoore@waukeshacounty.gov>
Sent: Thursday, May 16, 2019 9:07 AM
To: 'Mary Elsner'
Cc: Wartman, Meg; Yaeger, Kelly
Subject: RE: Special Referenda Election

Mary,

Thanks for the heads up on this possible election. Following is a list of duties:

WEC:

Sets the referendum election up in WisVote

COUNTY:

Equipment programming
Ballot printing
Election supplies

MUNICIPALITY:

Resolution, exact wording, and layout of question to county for programming – 70 days in advance

All election notices
All election day activities
All post-election reconciliation – WisVote
All records retention requirements

Feel free to give me a call if you need to talk specifics.

Thanks,
Jennifer

Jennifer A. Moore
Elections Specialist
Waukesha County
515 W. Moreland Blvd. AC120
Waukesha, WI 53188
262-548-7010

How did we serve you?

Municipal LAW

& LITIGATION GROUP

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SAMANTHA R. SCHMID
STEPHEN J. CENTINARIO, JR.
AMY E. FRY-GALOW
CHRISTOPHER R. SCHULTZ

May 22, 2019

Ron Troy, Town Chair
Town of Delafield
W302N1254 Maple Avenue
Delafield, WI 53018

**Re: Levy Limit Increase by Referendum
Checklist**

Dear Chairman Troy:

I received your request that I prepare a checklist of issues that must be addressed for the adoption of a levy limit increase by referendum pursuant to Wisconsin Statutes Sections 66.0602(4). I have had an opportunity to carefully consider this matter.

Enclosed please find a checklist that I prepared for your consideration in this regard. *Please note my conclusion that this referendum should be held in November, of whatever year is chosen for this action.*

If you should have any questions or concerns regarding these matters, please do not hesitate to contact me.

Yours very truly,
MUNICIPAL LAW & LITIGATION GROUP, S.C.

Eric J. Larson

Eric J. Larson

EJL/egm
Enclosure
cc: Mary Elsner, Town Clerk/Treasurer
C:\MyFiles\Delafield\Levy Limit\Troy ltr 5.21.19.docx

Checklist of Required Steps for Town Levy Limit Increase by Referendum

- Resolution. Town Board must adopt a Resolution to exceed the levy limit.
 - The Resolution must specify the proposed amount of increase in the levy above the amount allowed by the statute; and
 - The Resolution must specify the purpose for which the increase will be used; and
 - The Resolution must specify whether the proposed amount of increase is for the next fiscal year only or if it will apply on an ongoing basis.
 - If adopted, the levy increase only takes effect if approved by Referendum.
- Referendum.
 - *When*.
 - *Must await DOR determination of levy limit*. The Department of Revenue requires municipalities to know its allowable level of levy increase before it can conduct a levy limit referendum. The earliest the DOR provides this calculation is August 1.
 - *More than 70 days*. The referendum question must be filed with the official or agency responsible for preparing the ballots at least 70 days before the election, per Wis. Stats. Section 8.37. So, the Resolution must be adopted in time to comply with that 70-day requirement.
 - *November (or possibly late October)*. Despite statutory discretion for even and odd years, per 66.0602(4)(a), as a procedural matter the Referendum must take place in November (or possibly late October) of whichever year is chosen, either at the general election in November or at a special referendum election. I say that because you cannot commence the process until you know the amount of your upcoming levy limit, and the earliest that the Department of Revenue announces its determination of levy limits is August 1. This, combined with 70 day notice, makes November (or possibly late October) as the earliest election date. The referendum, moreover, must be held before the levy is adopted, and the levy must be adopted by the end of November so that the levy information can be provided no later than December 1 as required by Wisconsin Statutes Section 74.09(5).
 - *How*. Ordinary type A, B, C, D and E election notices are required, which are as follows:
 - *Type A*. Notice of Referendum. This must be published on the 4th Tuesday preceding the general November election or special election.
 - *Type B*. Sample Ballot and Voting Instruction Notice. This must be published on the Monday before the general or special election date when the referendum will be held.
 - *Type C*. Notice of Referendum. This notice, which includes the question as it will appear on the ballot and an explanation of the effect of a yes or no vote, must be published on the Monday before the general election or the day before a special election.

- *Type D. Hours and Location of Polling Places.* This notice must be published on the Monday before the general election or on the day before a special election.
 - *Type E. Notice of Absentee Voting.* This notice must be provided on the 4th Tuesday before the general election or on the 3rd Tuesday before any special election.
- *Required Question:* "Under state law, the increase in the levy of the (name of political subdivision) for the tax to be imposed for the next fiscal year, (year), is limited to%, which results in a levy of \$.... Shall the (name of political subdivision) be allowed to exceed this limit and increase the levy for the next fiscal year, (year), for (purpose for which the increase will be used), by a total of%, which results in a levy of \$....?"
 - *Note that the required question does not say what will happen in subsequent years.*
 - *I recommend that you clarify that in the question, however. If it is ongoing, it should say that. If it is only for the next fiscal year, it should say that. If it is for a period of years (which arguably is a third option) it should say that.*
 - *Careful drafting of the question is essential.*
- *Clerk Certification of Result.* Within 14 days the Clerk must certify the result to the DOR. The increase takes effect if the Referendum passes; otherwise it does not.
- *Special Town Meeting.* Unless the Town meeting has delegated the power to levy taxes to the Town Board, the levy (whether increased by the referendum or not) must be approved at a special Town meeting, per 60.10(1)(a), Stats.
- *Timeline.* (Hypothetical for 2019)
 - After the DOR establishes the levy limit, and before August 26: Adopt Resolution to exceed levy limit, and file referendum question. (70 days before election day per 8.37, Stats.)
 - October 8, 2019: Type A Notice of Referendum.
 - October 15, 2019: Type E Notice of Absentee Voting.
 - November 4, 2019: Type B, C and D election notices.
 - November 5, 2019: Special election date (hypothetically).
 - November 9-14, 2019 (if special meeting is November 29): Notice of Special Meeting of electors, per 60.12(3), Stats.
 - Before November 19, 2019: Clerk certifies results of referendum to DOR.
 - Before November 30, 2019: Town meeting approves levy per 60.10(1)(a) (unless delegated to the Town Board) and the levy information is provided to the Clerk.



CREATIVITY BEYOND ENGINEERING

AGENDA ITEM

MAY 28 2019

ITEM #7C PAGE 1 of 1

MEMORANDUM

DATE: May 19, 2019
TO: Town of Delafield Board of Supervisors
FR: Tim Barbeau, Town Engineer *TGB*
CC: John Ziegler
RE: Request to Connect to Public Storm sewer at N20 W29901 Glen Cove Road

I have reviewed the capacity for the 18-inch pipe and the calculations prepared by Mr. Ziegler. Based on my calculations of determined the flows in the pipe, I have come up with the following:

Amount of flow getting to the 18-inch pipe in front of Mr. Ziegler's property: $Q = c \times i \times A$, where

Q = flow in cubic feet per second (cfs)
C = runoff coefficient for the type of land use
I = intensity value from NOAA Atlas 14 information (accepted intensity values by engineer's and endorsed by SEWRPC)
A = area in acres

Flow to the 18-inch pipe (including the backyards) $Q = 0.40 \times 3.76 \times 9.38 = 14.11$ cfs in a 10 year storm

Amount of capacity in the pipe using Flowmaster and a pipe slope of 1.32% (this is the slope per Mr. Ziegler's calculation – actual slope unknown unless we survey the elevations) results in a capacity of 12.07 cfs.

The conclusion is that if additional flow is added from the rear yards, the pipe will not be able to handle the additional flows in the 10 year storm.

Mary Elsner

AGENDA ITEM

From: Barbeau, Tim <Tim.Barbeau@raSmith.com>
Sent: Thursday, May 16, 2019 5:07 PM
To: Becky Crnkovich
Cc: Mary Elsner; billzach@live.com
Subject: RE: Parade of Homes - MBA

MAY 28 2019

ITEM # 7D PAGE 1 of 2

Hi Becky,

I submitted the information to the Town Board for their meeting last Tuesday, May 14, 2019. If you recall, they had tabled approval of the matter until the Town received a more detailed plan of operation and the information I requested in my e-mail of March 19, 2019. The Board and staff had the following comments and questions:

In regards to parking, the information states that if it rains or the lots are too wet, then cars will park on the streets of the subdivision. If cars stay on the asphalt pavement and are parked on both sides of the road, then emergency vehicles cannot get through the roadways. In these cases the MBA must post no parking signs along one side of the road, and provision will have to be made for parking other vehicles. We are not allowing parking that spills into the adjacent subdivision.

Under Road Maintenance, it states that before the parade starts, a final lift of asphalt will be completed and the streets swept. We do not want the final liftoff asphalt to be placed on side until the parade is completed. Cars will likely pull off the roadway and break off the asphalt along the edges or the shoulders will be soft and mud will track everywhere.

The Board also wants to discuss enforcement of parking and the use of a deputy (at MBA's cost) to monitor the parking and roadway situation.

The Board has requested that a representative of the MBA attend the next Town Board meeting on May 28, 2019 to respond to questions and issues.

Tim G. Barbeau, P.E., P.L.S., Associate
Town of Delafield Engineer

raSmith | Recognized as a
Top Workplace
direct: 262-317-3307

Mary Elsner

From: Becky Crnkovich <becky@mbaonline.org>
Sent: Tuesday, May 21, 2019 9:05 AM
To: Barbeau, Tim
Cc: Mary Elsner; billzach@live.com
Subject: RE: Parade of Homes - MBA

Good Morning Tim,

We have reviewed your email from May 16th and wanted to get you a few of our thoughts before the Town Board meeting on the 28th.

We have discussed the Town's concerns about the final lift of asphalt with the developer and they have agreed to hold off on that until the completion of the Parade. The developer will keep the roadways clean during the event.

For the issue of parking control during the event including posting signs and discussing having a deputy to monitor parking, the MBA hires event staff to direct attendees to where they can park. This includes a "lead parker" who coordinates with 3-5 staff members that will direct car traffic to locations approved for parking starting 45 minutes before the event opens and until the last vehicle has left. The parking staff is instructed to make sure that emergency vehicles will always have access to the entire site during the event. They will also be able to help assess the condition of the fields and streets to make sure the parking areas are accessible and safe for attendees. We do not feel parking signs or hiring additional help from the sheriff's office will be necessary.

We also understand the concerns about parking on the streets. In the case of very inclement weather that makes parking in the grass areas impossible, the onsite staff will be instructed to park attendees on only one side of the street and keep parking limited to the area of the subdivision of the Parade.

We will have MBA staff and the developer at the Town Board meeting on the 28th so we can discuss this further. Please let us know if there is anything else you would like us to address. We are looking forward to a great event in your community this summer!

Becky Crnkovich
Director of Events
Metropolitan Builders Association
Direct 262.436.1126 | Mobile 414.852.9235



Mary Elsner

AGENDA ITEM

From: Carrasco-Zanini, Debbie <carrascd@kmsd.edu>
Sent: Monday, May 13, 2019 3:09 PM
To: Mary Elsner
Subject: Request for Time to Speak at Upcoming Town Board Meeting

MAY 28 2019

ITEM # 8A PAGE 1 of 1

Hi Mary, Pat Deklotz would like to get on an upcoming board meeting agenda to give the town board a post-referendum update and also ask for representation during our consolidation study process. Could you please forward this request to Chairman Troy? She would be available for your May 28th or June 25th board meeting. Thank you.

--

Debbie Carrasco-Zanini
Assistant to the Superintendent
School District of Kettle Moraine
563 A. J. Allen Circle
Wales, WI 53183
(262)968-6300, ext. 5305
(262)968-6390 - fax

Plan Commission Report for May 7, 2019**Prairie Hill Waldorf School
Agenda Item No. 5. C.**

Applicant: Jeanne Ring

Project: Prairie Hill Waldorf School

Requested Action: Approval to add 2 bee hives on the property and consideration as to whether the addition of the bee hives constitutes a substantial change to the Conditional Use grant requiring a public hearing.

Zoning: A-1 Agricultural with a Conditional Use permit for a school

Location: N14 W29143 Silvernail Road

Report

The Prairie Hill Waldorf School (PHWS) is requesting to add 2 bee hives on the property to support pollination and bees. The Waldorf schools around the world are celebrating their 100 years in existence and making an effort to have each of the schools participate in bee keeping. The bee keeping will be for teaching and educational purposes, similar to other activities at the school. Experienced bee keepers that have children attending the school will care and maintain the bee hives. The school will not be selling the homey.

The Town zoning code does not specifically address bee keeping as a permitted or accessory use in any zoning district. Section 94.761 of the Wisconsin State Statutes states, "The moving, raising and producing of bees, beeswax, honey and honey products shall be deemed an agricultural pursuit. Any keeper of 50 or more hives of bees who is engaged in the foregoing activities is a farmer and engaged in farming for all statutory purposes." The logical conclusion is that since bee keeping is an agricultural pursuit according to the State, and the land is zoned A-1 Agricultural, the proposed bee keeping would be an acceptable permitted use. However, the use of the property is a school and operated under a Conditional Use Permit (CUP). Bee keeping is not specifically included in their list of conditions. I note that Condition K allows 30 chickens which is an agricultural pursuit, but it is still listed as being allowed on the property. The Plan Commission should consider whether the same should be done to allow bees. If so, the question then becomes whether the change, alteration or addition of bee keeping constitutes a substantial change (see Condition T of the CUP), thereby requiring a public hearing.

PHWS has indicated that they would keep the bees on lands west of the school and south of the berm and tree line that is located south of Silvernail Road. That would maximize the distance away from any residential property.

Staff Recommendation:

Although the State of Wisconsin considers bee keeping an agricultural pursuit and the land is zoned agricultural, the use of the property is as a school. The proposed use of the bee hives is for teaching and

educational purposes follows the intent of the school and is compatible with other uses on the site for which the Waldorf program uses to teach students. I am of the opinion that the addition of two bee hives does not create a substantial change to the site or use of the property. It will be a small part of the overall school operation and does not significantly change elements like normal school operations, traffic, parking, hours, and other activities that would adversely affect neighbors.

I recommend that the Plan Commission make a positive recommendation to the Town Board to:

- allow Prairie Hill Waldorf School to have up to 2 bee hives on their property at the location proposed in this report
- incorporate the allowance of 2 bee hives into the Conditional Use Permit
- determine that no public hearing is required since the change is not substantial.

Tim Barbeau, Town Engineer

May 1, 2019

GreenBee Wildlife Web



The world's bee and pollinator population has declined at an alarming rate in recent years thereby threatening the world's food supply. One-third of the world's food source relies on pollination by bees, birds, bats, and other insects, of which bees are by far the most significant player.

WE BELIEVE THERE'S A BETTER FUTURE FOR THE HONEYBEE AND WALDORF COMMUNITIES WORLDWIDE ARE TAKING ACTION.

Waldorf schools support an ecologically-green 'continental parks system' in backyards, playgrounds, school yards, and public spaces. The aim is to:

- raise awareness of the plight of the honeybee and all pollinators
- protect and preserve the honeybee and all pollinators
- create a more sustainable future for our planet

Waldorf schools around North America are cultivating gardens, tending bees and establishing bee-tending programs to help support and rebuild the pollinator population.

Waukesha County GIS Map



The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party uses of the information and depictions herein, or for use which ignores this warning.

Notes:
 Printed: 4/11/2019

- Legend**
- Parcels
 - Plats
 - Retired Parcels
 - Retired Plats
 - Shoreland Zoning Jurisdic
 - Delafeld Shoreland Overl
 - North Lake Overlay
 - Wetland Overlay
 - Environmental Corridor O
 - Zoning Floodplain Overlay
 - Floodway (FEWA)
 - Floodplain (FEWA)
 - Dam Failure Study Floodv
 - Existing Floodplain Develi
 - County Zoning Districts
 - A-1 Agricultural District
 - A-2 Rural Home District
 - A-3 Suburban Estate District
 - A-4 Country Estate District
 - A-5 Mini-Farm District
 - A-6 Agricultural Business Di
 - A-7 Agricultural Land Preser
 - AD-10 Agricultural Density -
 - B-1 Restricted Business Dist
 - B-2 Local Business District
 - B-3 General Business Distri
 - B-4 Community Business Di
 - B-P Mixed Use Business Pa
 - C-1 Conservancy District
 - C-1 (EBD) Conservancy Dist
 - EC Environmental Corridor T
 - FLC Farmland Conservancy
 - FLP Farmland Preservation
 - HG High Groundwater
 - M-1 Limited Industrial Distri
 - M-2 General Industrial Distri
 - Net Zoned
 - P-1 Public and Institutional D
 - Q-1 Quarrying District
 - R-1 Residential District

Document Number

Document Title

TOWN OF DELAFIELD

ORDER GRANTING CONDITIONAL USE

PRAIRIE HILL WALDORF SCHOOL

WHEREAS, the Prairie Hill Waldorf School, has petitioned the Town of Delafield to update their existing Conditional Use, and

WHEREAS, the Prairie Hill Waldorf School has a Conditional Use permit recorded on June 5, 2003 as Document No. 3001007, and

WHEREAS, a public hearing was held on July 7, 2009 in front of the Town Plan Commission and continued to August 4, 2009, and

WHEREAS, a joint public hearing with Waukesha County Department of Parks and Land Use was held on August 4, 2009 to consider the requested updates to the Conditional Use permit and the allowance of a windmill at the site, and

WHEREAS, the legal descriptions of the property is:

All that part of the Southeast Quarter (SE 1/4) and Southwest Quarter (SW 1/4) of the Southeast Quarter (SE 1/4) of Section 23, Town 7 North, Range 18 East, Town of Delafield, Waukesha County, Wisconsin, bounded and described as follows: Commencing on the southeast corner of the Southeast Quarter (SE 1/4) of Section 23, being marked by a railroad spike 1294.170 feet to the reference line 602.040 feet; thence South 01°21'39" East along the east line of said quarter section 1294.170 feet to the reference line for Interstate Highway 94; thence South 88°41'25" West along said reference line 602.040 feet; thence South 01°18'35" East 141.400 feet to the south right-of-way line of I.S.H. 94 and the place of beginning of the lands hereinafter described; thence South 00°03'57" East 177.337 feet; thence South 66°56'39" West 623.490 feet; thence South 89°30'39" West 636.610 feet along the south line of lands described in Document No. 755709; thence North 01°23'39" East 530.964 feet along the west line of said Document No. 755709 to the south right-of-way of I.S.H. 94, being parallel to and 155 feet southerly as measured normal to the above mentioned reference line; thence North 88°41'25" East along said south right-of-way line North 80°20'42" East 151.605 feet; thence continuing on said south right-of-way line South 89°33'34" East 275.128 feet to the place of beginning. Containing a net area of 571,158 square feet or 13.1119 acres of land, and

WHEREAS, the Town of Delafield Plan Commission has given the matter due consideration, and the Town Board has based its determination on the effect of granting a Conditional Use permit on the health, general welfare, safety and economic prosperity of the Town and specifically of the immediate neighborhood in which said use is located, and has given due consideration as to the effect of the Conditional Use on the established character and quality of the area, the rights of the adjoining owners, the overall appearance, the landscaping, the type of construction, the movement of traffic, parking, the demand for related services, the possible hazardous, harmful, noxious, offensive or nuisance effect on the neighborhood as a result of noise, dust, smoke, odor or other similar

3722961

REGISTER OF DEEDS
WAUKESHA COUNTY, WI
RECORDED ON

January 28, 2010 10:43 AM
James R Behrend
Register of Deeds

5 PGS
TOTAL FEE: \$19.00
TRANS FEE: \$0.00
Book Page -



Recording Area

Name and Return Address

Town of Delafield
N14 W30782 Golf Road
Delafield, WI 53018-2117

DELT 0813-998

Parcel Identification Number (PIN)

Deed 19/5

factors, and has determined that Conditional Use would be appropriate provided that the Conditional Use is operated pursuant to the following conditions and in strict compliance with the same.

THEREFORE, IT IS ORDERED AS FOLLOWS:

Commencing upon the date hereof, a Conditional Use for the subject premises is hereby granted. The Conditional Use herein shall apply only to use of the premises of Prairie Hill Waldorf School, and shall continue in existence only so long as the school is operated in compliance with this permit. This Conditional Use is subject to initial and continued compliance with the following conditions, restrictions, and limitations.

- A. Number of students: 190-225
Ages: 18 months through 14 years
Teachers/Personnel 32
Normal Hours of Operation: Monday thru Friday 7:00 AM to 6:00 PM
- B. Periodic evening and weekend uses will be allowed for parent/teacher conferences, adult seminars, committee meetings, open houses, conferences, programs, special education and cultural events sponsored by Prairie Hill School or by area educational or cultural organizations. Fund-raisers and events such as the Yuletide Faire, Michaelmas/Autumn Festival, Advent Spiral, Service Auction, Mayfair, Community Education Conference and Contra Dance shall also be allowed. The Prairie Hill facility may be used for various indoor activities until 10:00 PM.
- C. The size of any event at the school shall be limited by the available paved on-site parking areas. The Town will allow parking on the field west of the school building for the Yuletide Faire. No parking will be allowed on or along the adjacent roadways.
- D. There shall be no noise mitigation along IH-94 except for vegetation, and that all noise mitigation measures shall be the responsibility of the school.
- E. Parking shall be provided for a minimum of 100 vehicles. The parking should follow the pattern shown on the site plan prepared by Landcraft Survey and Engineering dated September 28, 2009. Parking spaces shall be striped on a regular basis to be visible.
- F. A site plan showing the location of all facilities including, but not limited to buildings, parking areas (with stalls), sign location, general dimensions, setbacks, offsets and outbuildings was submitted to the Town Engineer October 26, 2009 and was dated September 28, 2009.
- G. Access shall be via Silvermail Road.
- H. The permitted buildings are the existing school structure and gym/multi-use facility (approved 10/28/97), a 10' x 20' storage building located on the southerly portion of the rear parking/play area and the following outbuildings: two play houses, chicken coop, grade's garden shed and early childhood garden shed.
- I. One permanent wall sign shall be permitted on the north wall of the building. Said sign is to be 8 feet by 3-1/2 feet. One permanent monument sign shall be allowed as it exists on the day of this permit. Temporary banners (only allowed for 30 days or less) and other signs shall be approved under the appropriate sign ordinance requirements of the Town Zoning Code.
- J. All septic, well and related facilities shall conform to the Waukesha County Division of Health rules and regulations.

- K. Prairie Hill School shall be allowed to maintain 30 chickens on site in proper poultry housing facilities. The chickens are to be used for teaching and instructional purposes only.
- L. The Prairie Hill facility may be used by church organizations for Sunday morning services between the hours of 8:00 AM and noon. Only one organization may use the facility per Sunday. The name of the organization and contact information for the entity using the building on Sunday morning shall be submitted to the Town Clerk prior to the first use of the facility. The size of the church gathering shall be limited to the paved on-site parking spaces. The church organization shall not have any outdoor activities unless specific permission is granted by the Town of Delafield Plan Commission.
- M. The Prairie Hill facility may be used for summer school classes between the hours of 9:00 AM and 4:00 PM, with limited day care to those children attending for not more than two hours before the start of summer school (i.e. 7:00AM) to not more than two hours after the end of summer school (i.e. 6:00PM).
- N. Any use of the facility on a regular basis (i.e. daily for more than one week, or weekly throughout any time period) shall be submitted to the Plan Commission for review and approval.
- O. Subject to school approval, the Town shall be allowed to use the facility as a polling place for Town of Delafield elections.
- P. In the management and operation of the school, every attempt possible should be made to alleviate the potential for nuisances and disturbances to surrounding residential neighborhoods. Any complaints by adjacent property owners or any other person affected shall be reviewed by the Town Plan Commission which will make findings as to whether or not such nuisance exist, and, if so, what provisions ought to be made to abate the nuisances. All complaints regarding nuisances shall be subject to the nuisance provisions of the Town and other appropriate state or county laws. The findings and recommendations of the Town Plan Commission shall be forwarded to the Town Board for action.
- Q. No use is hereby authorized unless that use is conducted in a lawful, orderly and peaceful manner. Nothing in this permit shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption or exception to any law, ordinance, order or rule of either the Town of Delafield, the County of Waukesha, the State of Wisconsin, the United States of America or other duly constituted authority. This Conditional Use permit shall not be deemed to constitute a building permit, nor shall this permit constitute any other license or permit required by town ordinance or other law.
- R. The Conditional Use hereby authorized shall be confined to the premises described, without extension or expansion, and shall not vary from the purposes herein mentioned unless expressly authorized in writing by the town board as being in compliance with all pertinent ordinances, after review and recommendation by the Town Plan Commission.
- S. Should the permitted Conditional Use be abandoned in any manner, or discontinued in use for 12 months, or continued other than in strict conformity with the conditions of this approval, or should a change in the character of the surrounding area or of the use itself cause it to be no longer compatible with the surrounding areas, or considerations of public health, safety or welfare, said Conditional Use may be terminated by action of the town board following referral to the Town Plan Commission for public hearing and recommendation thereof.

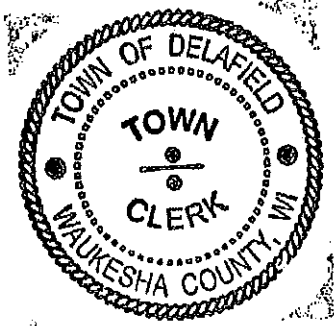
- T. Any subsequent change, alteration, or addition to the use approved herein shall first be submitted for approval to the Town Plan Commission and, if in the opinion of the Plan Commission, such change, alteration, or addition constitutes a substantial change, alteration, or addition based on the standards set forth herein, a public hearing before the Town Plan Commission shall be required pursuant to Section 17.10 of the town ordinance. Any change, addition, or alteration of the physical premises, lands, or ownership, shall be considered substantial and shall require a new Conditional Use permit requiring full compliance with all town procedures and ordinances in place at the time.

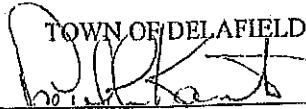
- U. Should any paragraph or phrase of this Conditional Use permit be determined by a court to be unlawful, illegal or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the Conditional Use and the remainder shall continue in full force and effect.

- V. This Conditional Use shall be reviewed annually from the date affixed below. In the event that the use allowed under this permit is compatible with the use of the surrounding properties, and the grantee is in compliance with all the terms of this permit, then, and in that event, the Town of Delafield shall continue this Conditional Use for an additional review period; otherwise, this Conditional Use may be terminated by action of the Town Board following referral to the Town Plan Commission for public hearing and recommendation thereof.

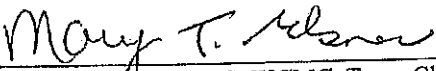
Let copies of this order be filed in the permanent records of the Town Board of the Town of Delafield, let a copy of this permit be recorded at the Waukesha County Register of Deeds as a covenant on the title for the premises for which this Conditional Use is granted, and let copies be sent to the proper Town authorities and the grantee.

Approved this 8th day of December, 2009.



TOWN OF DELAFIELD


Paul L. Kanter, Chairman

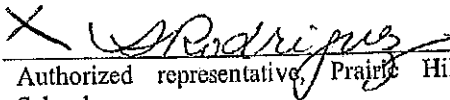


Mary T. Elzner, CMC, WCMC, Town Clerk

APPROVAL

I hereby accept the terms of this Conditional Use in its entirety.

Dated this 18 day of December, 2009.

X 

Authorized representative, Prairie Hill Waldorf
School

This document drafted by Timothy G. Barbeau, P.E., R.L.S. (8/24/09)(9/30/09)(10/27/09)(11/17/09)(12/9/09)

kat: H:\1091605\Doc\CU 090824 Prairie Hill.DOC

POLLINATOR PLANTS

Great Lakes Region



Butterfly milkweed, purple giant hyssop, and purple prairie clover

The Great Lakes region includes an incredibly diverse range of plant communities from wild blueberry barrens and northern boreal forest in Ontario and northern Minnesota, to tallgrass prairie in Wisconsin and Ohio, and mixed broadleaf forests in Ohio, Michigan, Pennsylvania, and New York.

Corresponding to this striking diversity of plant communities is an equally remarkable range of pollinators including the endangered Karner blue butterfly (*Lycaeides melissa samuelis*), more than 20 species of bumblebees (*Bombus* spp.)—including the federally endangered rusty-patched bumble bee (*B. affinis*)—and the northernmost population of migrating monarch butterflies (*Danaus plexippus*). As a group, these and other pollinators maintain healthy, productive plant communities, provide food that sustains wildlife, and play an essential role in crop production.

Providing wildflower-rich habitat is the most significant action you can take to support pollinators. Adult bees, butterflies, and other pollinators require nectar as their primary food source. Female bees also collect pollen as food for their offspring. Native plants, which are adapted to local soils and climates, are usually the best sources of nectar and pollen for native pollinators. Incorporating native wildflowers, shrubs, and trees into any landscape promotes local biological diversity and provides shelter and food for a diversity of wildlife. Additional advantages of native plants are that they often require less water than non-natives, do not require

fertilizers, and are less likely to become weedy.

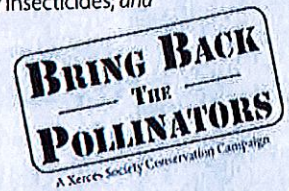
This guide features regional native plants that are highly attractive to pollinators and are well-suited for small-scale plantings in gardens, on business and school campuses, in urban greenspaces, and in farm field borders. In addition to supporting native bees and honey bees, many of these plants attract nectar-seeking butterflies, moths, and hummingbirds, and some are host plants for butterfly and moth caterpillars. With few exceptions, these species occur broadly across the region and can be purchased as seed or transplants. Please consult regional Floras, the Biota of North America's North American Plant Atlas (<http://bonap.net/napa>), or the USDA's PLANTS database (<http://plants.usda.gov>) for details on species's distributions in your area.

Our **Bring Back the Pollinators** campaign is based on four principles:

1. Grow a variety of pollinator-friendly flowers;
2. Protect and provide bee nest sites and caterpillar host plants;
3. Avoid using pesticides, especially insecticides; and
4. Spread the word!

You can participate by taking the **Pollinator Protection Pledge** and registering your habitat on our nationwide map at:

www.bringbackthepollinators.org.





Bloom Period	Common Name	Scientific Name	Life Cycle*	Flower Color	Max. Height ^f	Water Need
--------------	-------------	-----------------	-------------	--------------	--------------------------	------------

Forbs						(Feet)	L. low, M. medium, H. high
Early	1	Lanceleaf coreopsis	<i>Coreopsis lanceolata</i>	P	yellow	2	L
	2	Smooth penstemon	<i>Penstemon digitalis</i>	P	white	2	M
	3	Wild lupine	<i>Lupinus perennis</i>	P	blue	2	L
Mid	4	Butterfly milkweed	<i>Asclepias tuberosa</i>	P	orange	3	L
	5	Dotted mint	<i>Monarda punctata</i>	A, B, P	purple	3	M
	6	Great blue lobelia	<i>Lobelia siphilitica</i>	P	blue	3	H
	7	Purple coneflower	<i>Echinacea purpurea</i>	P	purple	4	M
	8	Purple prairie clover	<i>Dalea purpurea</i>	P	purple	2	L
	9	Virginia mountain mint	<i>Pycnanthemum virginianum</i>	P	white	3	M
	10	Wild bergamot	<i>Monarda fistulosa</i>	P	purple	4	M
Mid-Late	11	Cup plant	<i>Silphium perfoliatum</i>	P	yellow	8	M
	12	Prairie blazing star	<i>Liatris pycnostachya</i>	P	purple	5	M
	13	Purple giant hyssop	<i>Agastache scrophulariifolia</i>	P	purple	6	M
	14	Rattlesnake master	<i>Eryngium yuccifolium</i>	P	white	5	M
	15	Joe Pye weed	<i>Eutrochium fistulosum</i>	P	pink	7	H
	16	Wingstem	<i>Verbesina alternifolia</i>	P	yellow	6	H
Late	17	Bottle gentian	<i>Gentiana andrewsii</i>	P	blue	2	M
	18	Calico aster	<i>Symphotrichum lateriflorum</i>	P	white	3	M
	19	Field thistle	<i>Cirsium discolor</i>	B, P	purple	6	M
	20	New England aster	<i>Symphotrichum novae-angliae</i>	P	purple	6	M
	21	Showy goldenrod	<i>Solidago speciosa</i>	P	yellow	5	M

Shrubs and Trees

Early-Mid	22	Cockspur hawthorn	<i>Crataegus crus-galli</i>	P	white	35	L
Mid	23	Leadplant	<i>Amorpha canescens</i>	P	purple	3	L
	24	New Jersey tea	<i>Ceanothus americanus</i>	P	white	4	M





Notes

This list of pollinator plants for the Great Lakes Region was produced by the Xerces® Society. For more information about pollinator conservation, please visit www.xerces.org.



Life Cycle abbreviations: A: annual; P: perennial; B: biennial. †Max. Height is an average, individual plants may vary.

This early bloomer can hold its own among grasses and taller species; bees and syrphid flies are common visitors
 Semi-evergreen; prolific nectar producer; visited by a huge diversity of butterflies, moths, and bees, including honey bees
 Larval host plant for the endangered Karner blue butterfly (*Lycaeides melissa samuelis*; shown), and various other blue butterflies
 Milkweeds (*Asclepias* spp.) are host plants for the monarch butterfly (*Danaus plexippus*), and nectar sources for many bees
 Tolerates dry, sandy soils; blooms prolifically; highly attractive to beneficial wasps and bees, including honey bees
 Great blue lobelia is an exceptional bumble bee plant, and is excellent for rain gardens
 Visitors include bees in the genera *Bombus*, *Melissodes*, and *Svastra*, and the leafcutter bee (*Megachile pugnata*)
 Honey bees and bumble bees are voracious visitors, as well as several specialist polyester bees (*Colletes* spp.)
 This and related species have fragrant foliage, and are visited by blue and copper butterflies, honey bees, and more
 Hawk moths, hummingbirds, and long-tongued bumble bees (such as *Bombus pensylvanicus*) are common visitors
 Attracts many bees and butterflies; thick hollow stems make excellent nests for leafcutter bees and small carpenter bees (*Ceratina* spp.)
 Blazingstars (*Liatris* spp.) support a broad community of butterflies including monarchs, swallowtails, skippers, and sulfurs
 This and other wild hyssops (*Agastache* spp.) provide long-lasting, nectar-rich flowers and mint-like foliage
 Attracts incredible insect diversity and is the host plant for the rattlesnake master borer moth (*Papaipema eryngii*)
 Primarily known as a butterfly plant, Joe Pye weed also attracts bees; tolerant of partial shade and wet soils
 A major honey producer; great as a shade-tolerant rain garden or wetland edge plant; may be hard to find in nurseries
 Its flower petals never open; almost exclusively pollinated by bumble bees, which pry the petals apart to climb inside
 Its shallow nectaries attract more insect diversity than some related species; is also tolerant of partial shade
 Not to be confused with non-native thistles; a now uncommon but important plant for butterflies and bumble bees
 One of the latest fall-blooming plants; frequented by honey bees and pre-hibernation bumble bee queens
 Goldenrods (*Solidago* spp.) are frequented by beneficial solitary wasps, pollen-eating soldier beetles, honey bees, and much more

Tough native tree that attracts bumble bees, honey bees, species of mining bees (*Andrena* spp.), as well as songbirds
 Leadplant is generally tolerant of disturbed soils; readily visited by leafcutter bees, honey bees, and other beneficial insects
 Pollinator magnet that attracts species of flies, wasps, bees, and butterflies; slow growing and prone to deer browsing



Planting for Success

Sun Exposure

Most pollinator-friendly plants prefer sites that receive full sun throughout most of the day and are mostly open, with few large trees. A southern exposure can provide the warmest habitat, but is not required.

Plant Diversity

Choosing a variety of plants with overlapping and sequential bloom periods will provide food for pollinators throughout the seasons.

Habitat Size and Shape

Habitat patches that are bigger and closer to other patches are generally better than those that are smaller and more isolated from one another. However, even a small container garden can attract and support pollinators!

Planting Layout

Flowers clustered into clumps of one species will attract more pollinators than individual plants scattered through a habitat patch. Where space allows, plant clumps of the same species within a few feet of one another.

Seeds or Transplants

It is usually cheaper to establish large habitat areas from seed; however, seeding native wildflowers on a large-scale is an art unto itself. For step-by-step instructions, see *Establishing Pollinator Meadows from Seed* and the Pollinator Habitat Installation Guides listed in the Additional Resources section. For smaller areas like gardens, transplants are usually easier to use and will bloom faster than plants started from seed.

Protect Pollinators from Insecticides

Although dependent on timing, rate, and method of application, all insecticides have the potential to poison or kill pollinators. Systemic insecticides in particular have received significant attention for their potential role in pollinator declines (imidacloprid, dinotefuran, clothianidin, and thiamethoxam are examples of systemic insecticides now found in various farm and garden products). Because plants absorb systemic insecticides as they grow, the chemicals become distributed throughout plant tissues and are sometimes present in pollen and nectar. You can help protect pollinators by avoiding the use of these and other insecticides. Before purchasing plants from nurseries and garden centers, be sure to ask whether they have been treated with insecticides. To read more about threats to pollinators from pesticides, please visit: www.xerces.org/pesticides.

Additional Resources

Attracting Native Pollinators

Our best-selling book highlights the role of native pollinators in natural ecosystems, gardens, and farms. This comprehensive guide includes information about pollinator ecology, detailed profiles of over 30 common bee genera, and habitat designs for multiple landscapes with over 50 pages of fully illustrated regional plant lists. Available in bookstores everywhere, and through www.xerces.org/books.



The Xerces Pollinator Conservation Resource Center

Our Pollinator Conservation Resource Center includes regional information on pollinator plants, habitat conservation guides, nest management instructions, bee identification and monitoring resources, and directories of native pollinator plant nurseries.

www.xerces.org/pollinator-resource-center

Lady Bird Johnson Wildflower Center

The Xerces Society has collaborated with the Lady Bird Johnson Wildflower Center to create lists of plants that are attractive to native bees, bumble bees, honey bees, and other beneficial insects, as well as plant lists with value as nesting materials for native bees. These lists can be narrowed down with additional criteria such as state, soil moisture, bloom time, and sunlight requirements. The Center's website also features image galleries, how-to articles on native plant gardening, and more.

http://www.wildflower.org/conservation_pollinators/

Establishing Pollinator Meadows from Seed

These guidelines provide step-by-step instructions for establishing pollinator meadows from seed in areas that range in size from a small backyard garden up to an acre. Topics include: site selection, site preparation, plant selection, planting techniques, and ongoing management.

www.xerces.org/establishing-pollinator-meadows-from-seed/

Pollinator Habitat Installation Guides

These regional guidelines, developed in collaboration with the USDA's Natural Resources Conservation Service, provide in-depth practical guidance on how to install nectar and pollen habitat for bees in the form of wildflower meadow plantings or linear rows of native flowering shrubs. Region-specific seed mixes and plant recommendations are included in the appendices of each guide.

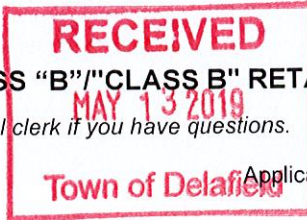
www.xerces.org/pollinator-habitat-installation-guides

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Written by Nancy Lee Adamson, Brianna Borders, Jessa Cruz, Sarah Foltz Jordan, Kelly Gill, Jennifer Hopwood, Eric Lee-Mäder, Ashley Minnerath, and Mace Vaughan. Designed by Kaitlyn Rich. Formatted by Sara Morris. **PHOTO CREDITS:** The Xerces Society/Nancy Lee Adamson: 1; *Aeole*: 3; Jim Hudgins/USFWS: 7; The Xerces Society/Sarah Foltz Jordan: 4 (inside and cover), 8 (inside and cover), 10; Peter Gorman (*pchgorman*): 17, 20, 24; The Xerces Society/Rich Hatfield: 14, 15; The Xerces Society/Jennifer Hopwood: 5; *JanetandPhil*: 21; The Xerces Society/Eric Lee-Mäder: 9; Dan Mullen (*milesizz*): 18, 22; Tom Potterfield (*tpotterfield*): 2, 6, 11, 13 (inside and cover), 16; Scott Seigfried: 12, 19, 23. *Via flickr.com. Photographs remain under the copyright of the photographer.

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APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

MAY 28 2019

ITEM # 8F PAGE 1 of 1

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

FEE \$ 10.00

Application Date: 05/07/2019

[X] Town [] Village [] City of Delafield County of Waukesha

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

- [X] A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
[X] 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 06/15/2019 and ending 06/15/2019 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 [X] Church [] Lodge/Society [] Veteran's Organization [] Fair Association

- (a) Name St. Anthony Congregation
(b) Address W280N2101 Prospect Ave., Pewaukee, WI 53072
(c) Date organized 06/18/1955
(d) If corporation, give date of incorporation
(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 Listecki
Vice President Rev. Anthony J. Zimmer
Secretary Cheryl Oliva
Treasurer Thomas Brandt
(g) Name and address of manager or person in charge of affair:

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

- (a) Street number W280N2101 Prospect Ave., Pewaukee, WI 53072
(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: Picnic Grounds, Lower Level

3. NAME OF EVENT

- (a) List name of the event Parish Picnic
(b) Dates of event 06/15/2019

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer St. Anthony Congregation (Name of Organization)
Officer Rev. Anthony J. Zimmer (Signature/date)
Officer Thomas Brandt (Signature)
Date Filed with Clerk 5/13/19
Date Reported to Council or Board 5/28/19
Date Granted by Council
License No.



TOWN OF DELAFIELD
 W302N1254 Maple Avenue, Delafield, WI 53018
 Tel: (262) 646-2398 Fax: (262) 646-8687
 www.townofdelafield.org

RECEIVED
 MAY 21 2019
AGENDA ITEM
 Town of Delafield

BARTENDER / OPERATOR LICENSE APPLICATION

To serve fermented malt beverages/intoxicating liquors in the Town of Delafield

MAY 28 2019

For license period ending 6/30/2020

ITEM #86 PAGE 1 of 12

Applicant Information

Applicant's Full Name Tiffany Tallinger
 Date of birth _____ Check One: Male Female
 Phone Number 414-690-1939 Email tiffanytallinger@yahoo.com
 Home Address W2163 N2060 E. Fieldback Dr #207
 City, State & Zip Pewaukee, WI 53072

Violations

✓ I understand that failure to list all violations may result in the rejection of this application. TT (please initial)
 1. Have you ever been arrested, cited or convicted of charges related to activities performed while bartending? Yes No
 2. Have you had any arrests, charges or citations related to controlled substance or involving alcoholic beverages? Yes No
 3. Have you ever been convicted of a felony? Yes No
 *If you answered yes to any questions above, please provide date and details: _____

4. List all arrests, convictions, dismissals and pending cases from age 18 to present below (do not include speeding and parking violations).

Violation	City	Date
Date of offense possession of drug paraphernalia	Lacrosse	4-2000 - 5/2000
Possession of controlled substance dismissed	Lacrosse	5/2000
Battery dismissed no prosecution	Waukesha	7/2008
disorderly conduct	Waukesha	8/2015
(List additional offenses on back of form)	Sentencing for the disorderly Waukesha	8/2016

Employment

Place of Employment as a bartender or seller of alcohol: Pewaukee Yacht Club

Applicant Signature

I, the undersigned do hereby make application to the Town of Delafield for an Operator's License to serve fermented malt beverages and intoxicating liquors subject to Wisconsin Statutes and Town of Delafield Ordinances.

I give the Town of Delafield permission to conduct a background check to verify the information I have provided and authorize the release of all information regarding my record.

Signature Tiffany Tallinger Date 5/21/19



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Request Date: 5/22/2019

Report Date: 5/22/2019

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau

Name: **TALLINGER, TIFFANY**

Date of Birth:

Alias Names:

IMPORTANT EXPLANATION ABOUT HOW TO UNDERSTAND THIS RESPONSE

This response reports the results of a criminal history search conducted with the name, date of birth, and any other identifying data you provided. The identifying data you provided is printed above. If you submitted fingerprints with your search request see the statement below.

Read this entire explanation, the How to Read the Following Criminal History Report section and the Notice to Employers section. Read these sections carefully to understand how this response relates to the identifying data you provided.

Printed below these explanations is a Wisconsin criminal history record that has been identified as a possible match to the identifying data you provided.

A criminal history search based only on a name, date of birth, and other identifying data that is not unique to a particular person (like sex or race) may result in:

1. Identification of criminal history records for multiple persons as potential matches for the identifying data submitted, or
2. Identification of a criminal history record belonging to a person whose identifying information is similar in some way to the identifying data that was submitted to be searched, but is not the same person whose identifying data was submitted for searching.

The Crime Information Bureau (CIB) therefore cannot guarantee that the criminal history record below pertains to the person in whom you are interested.

You must carefully read the entire Wisconsin criminal history record below in order to determine whether the record pertains to the person in whom you are interested.

Do not just assume that the criminal history record below pertains to the person in whom you are interested.

Additional information about finger-based search submissions: Fingerprint-based background checks generally provide a more reliable result and are prone to fewer false matches due to the specific identifying features of fingerprints.

HOW TO READ THE FOLLOWING CRIMINAL HISTORY REPORT

The criminal history reported below is linked by fingerprints to the name appearing directly after these explanatory sections, following the label IDENTIFICATION. That name is the name that was provided by the fingerprinted person the first time his or her fingerprints were submitted to CIB; it may or may not be the real name of the fingerprinted person. That name is called the Master Name in these explanatory sections.

It is not uncommon for criminal offenders to use alias or fraudulent names and false dates of birth, sometimes known as identity theft. Other names used by the person identified who is the Master Name are listed in the Alias Names/Fraudulent Data section of the criminal history report below.

If the name you submitted to be searched is DIFFERENT from the Master Name below, the Wisconsin criminal history record below may belong to someone other than the person whose name and other identifying data you submitted for searching. If an alias or fraudulent name used by the person who is the Master Name is similar to the name you submitted for searching, that does not mean that the person whose name you submitted for searching has a criminal history. It means that the person associated by fingerprints with the Wisconsin criminal history below has used a name similar to the name you submitted for searching.

If the name you submitted to be searched is THE SAME as the Master Name below, the Wisconsin criminal history record below may belong to someone other than the person whose name and other identifying data you submitted for searching. That is because the Master Name is the name attached to the initial fingerprint submission to CIB that is associated with the reported criminal history, may have been an alias name or a name similar to the name you submitted for searching.

To determine whether the Wisconsin criminal history below actually belongs to the person whose name and other identifying information you submitted for searching, compare the information reported below to the other information you have obtained about that person. Inconsistencies may indicate that the criminal history reported below does not belong to the person whose name and other identifying information you submitted for searching. You may need to ask for clarification from the person whose name and other identifying information you submitted for searching.

Before you make a final decision adverse to a person based on the following criminal history record, in addition to any other opportunity you offer the applicant to explain the following criminal history record, please notify the applicant of:

1. His or her right to challenge the accuracy and completeness of any information contained in a criminal history record, and
2. The process for submitting a challenge.

The person should submit his or her challenge to CIB on Form DJ-LE-247. Form DJ-LE-247 is available free of charge on the Department of Justice website at <http://www.doj.state.wi.us/dles/cib/background-check-criminal-history-information> or by calling (608) 266-7314. A challenge may include a request for comparison of the fingerprints of the person submitting the challenge to the fingerprints on file that are associated with the Wisconsin criminal history record below.

The Wisconsin criminal history report below may not show all arrests for the person whose fingerprints are associated with the reported criminal history. However, the criminal history report contains all information that has been provided to the state criminal history database that may be released in response to your request.

The results of this search are effective and current for the date of this search only. A new search request should be submitted at a later time if an updated response is needed.

NOTICE TO EMPLOYERS

It may be a violation of state law to discriminate against a job applicant because of an arrest or conviction record. Generally speaking, an employer may refuse to hire an applicant on the basis of a conviction record only if the circumstances of the offense for which the applicant was convicted substantially relate to the circumstances of the particular job. For more information, see Wisconsin Statute 111.335 and the Department of Workforce Development's publication, Arrest and Conviction Records Under the Law.

Before you make a final decision adverse to an applicant based on the following criminal history record, in addition to any other opportunity you offer the applicant to explain the following criminal history record, please notify the applicant of:

1. His or her right to challenge the accuracy and completeness of any information contained in a criminal history record, and
2. The process for submitting a challenge.

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RECORD LAST UPDATED: 04/15/2019

IDENTIFICATION

TIFFANY M KOZLOWSKI

Female/White

Born in USA; Citizen of USA

Eye Color: Brown; Hair Color: Brown

1425 STATE ST LA CROSSE, WI

STATE ID: WI850755

OFFENDER NOTICE:

ALIAS NAMES/FRAUDULENT DATA: Alias Names: TIFFANY MARIE KOZLOWSKI, TIFFANY MARIE NOVAK, TIFFANY MARIE TALLINGER,

PHOTO INFORMATION:

WI013035Y WI CIB IDENTIFICATION SECTION

07/13/2008 WI0680500 WAUKESHA POLICE DEPARTMENT

04/26/2000 WI0320000 LA CROSSE COUNTY SHERIFF

CRIMINAL HISTORY

CYCLE 01

EARLIEST EVENT DATE: 04/26/2000

DATE OF OFFENSE: 04/26/2000

ARREST TRACKING NUMBER:

ARREST DATA

SUBJECT NAME: TIFFANY M KOZLOWSKI

TYPE: ADULT ONLY

DATE: 04/26/2000

ARREST AGENCY: WI0320000 LA CROSSE COUNTY SHERIFF

CHARGE

SEQUENCE NUMBER: 01

STATUTE NUMBER: 961.573(1) - Possess Drug Paraphernalia

LITERAL: Possess Drug Paraphernalia

NCIC CODE: 3550

COUNTS: 1

CLASSIFICATION:

CHARGE SEVERITY: MISDEMEANOR

CHARGE

SEQUENCE NUMBER: 02
STATUTE NUMBER: 961.41(3G)(E) - POSSESSION OF THC
LITERAL: POSSESSION OF THC
NCIC CODE: 3562
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR

COURT

SUBJECT NAME: TIFFANY M KOZLOWSKI
DATE: 05/24/2000
COURT: UNKNOWN - UNKNOWN
COMMENTS: CCAP DISPOSITION

CHARGE

SEQUENCE NUMBER: 01
STATUTE NUMBER: 961.573(1) - Possess Drug Paraphernalia
LITERAL: Possess Drug Paraphernalia
NCIC CODE:
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR

DISPOSITION

LITERAL: CONVICTED
DISPOSITION DATE: 05/24/2000
DISPOSITION: CONVICTED

CHARGE

SEQUENCE NUMBER: 02
STATUTE NUMBER: 961.41(3G)(E) - POSSESSION OF THC
LITERAL: POSSESSION OF THC
NCIC CODE:
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR

DISPOSITION

LITERAL: DISMISSED
DISPOSITION DATE: 05/24/2000
DISPOSITION: DISMISSED READ IN

SENTENCING**DATE: 05/24/2000****CASE NUMBER: 322000CM000573****COURT: UNKNOWN - UNKNOWN****CONVICTED OFFENSE:****CHARGE SEQUENCE NUMBER: 01****SENTENCE: COURT ORDERED EXPUNGEMENT****COMMENTS:****SENTENCING****DATE: 05/24/2000****CASE NUMBER: 322000CM000573****COURT: UNKNOWN - UNKNOWN****CONVICTED OFFENSE:****CHARGE SEQUENCE NUMBER: 01****SENTENCE: FINE****COMMENTS:****SENTENCING****DATE: 05/24/2000****CASE NUMBER: 322000CM000573****COURT: UNKNOWN - UNKNOWN****CONVICTED OFFENSE:****CHARGE SEQUENCE NUMBER: 01****SENTENCE: COURT ORDERED FEES****COMMENTS:****SENTENCING****DATE: 05/24/2000****CASE NUMBER: 322000CM000573****COURT: UNKNOWN - UNKNOWN****CONVICTED OFFENSE:****CHARGE SEQUENCE NUMBER: 01****SENTENCE: LICENSE SUSPENDED****BEGIN DATE: MAY 24, 2000****LENGTH: 6 MONTHS****COMMENTS:****CYCLE 02****EARLIEST EVENT DATE: 07/13/2008****DATE OF OFFENSE: 07/13/2008****ARREST TRACKING NUMBER: 68050807140029**

ARREST DATA

LOCAL IDENTIFICATION NUMBER: A-00000059810
SUBJECT NAME: TIFFANY MARIE KOZLOWSKI
TYPE: ADULT ONLY
DATE: 07/13/2008
CASE NUMBER: 08002426
ARREST AGENCY: WI0680500 WAUKESHA POLICE DEPARTMENT

CHARGE

SEQUENCE NUMBER: 01
STATUTE NUMBER: 940.19(1) - BATTERY
STATUTE NUMBER: 968.075 - DOMESTIC ABUSE INCIDENT
LITERAL: BATTERY
NCIC CODE: 1313
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR

PROSECUTION

CASE NUMBER:
PROSECUTOR: WI068013A

CHARGE

LOCAL IDENTIFICATION NUMBER: 68050807140029
SEQUENCE NUMBER: 01
STATUTE NUMBER: 940.19(1) - BATTERY
LITERAL: BATTERY
NCIC CODE: 1313
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR

DISPOSITION

LITERAL: DISMISSED
DISPOSITION DATE: 07/21/2008
DISPOSITION: NO PROSECUTION

CYCLE 03

EARLIEST EVENT DATE: 08/19/2015
DATE OF OFFENSE: 08/19/2015
ARREST TRACKING NUMBER: 68051508190016

ARREST DATA

LOCAL IDENTIFICATION NUMBER: A-0000171233
SUBJECT NAME: TIFFANY MARIE TALLINGER
TYPE: ADULT ONLY
DATE: 08/19/2015
CASE NUMBER: 15-43414
ARREST AGENCY: WI0680500 WAUKESHA POLICE DEPARTMENT

CHARGE

SEQUENCE NUMBER: 01
STATUTE NUMBER: 947.01(1) - DISORDERLY CONDUCT
STATUTE NUMBER: 968. - DOMESTIC ABUSE RELATED
LITERAL: DISORDERLY CONDUCT
NCIC CODE: 5311
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR

PROSECUTION

CASE NUMBER:
PROSECUTOR: WI068013A

CHARGE

LOCAL IDENTIFICATION NUMBER: 68051508190016
SEQUENCE NUMBER: 01
STATUTE NUMBER: 947.01(1) - DISORDERLY CONDUCT
STATUTE NUMBER: 968.075(1)(A) - DOMESTIC ABUSE INCIDENT
LITERAL: DISORDERLY CONDUCT
NCIC CODE:
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR

DISPOSITION

LITERAL: OTHER
DISPOSITION DATE: 08/20/2015
DISPOSITION: CHARGE ISSUED

COURT

SUBJECT NAME: TIFFANY MARIE TALLINGER
DATE: 04/04/2016

COURT: UNKNOWN - UNKNOWN
COMMENTS: CCAP DISPOSITION

CHARGE

LOCAL IDENTIFICATION NUMBER: 68051508190016
SEQUENCE NUMBER: 01
STATUTE NUMBER: 947.01(1) - DISORDERLY CONDUCT
STATUTE NUMBER: 968.075(1)(A) - DOMESTIC ABUSE INCIDENT
LITERAL: DISORDERLY CONDUCT
NCIC CODE:
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: MISDEMEANOR
COMMENTS: AMEND/OTHER

DISPOSITION

LITERAL: UNKNOWN
DISPOSITION DATE: 04/04/2016
DISPOSITION: AMENDED BY PROSECUTOR/COURT

CHARGE

LOCAL IDENTIFICATION NUMBER: 68051508190016
SEQUENCE NUMBER: 01
LITERAL: DISORDERLY CONDUCT - COUNTY ORDINANCE
NCIC CODE:
COUNTS: 1
CLASSIFICATION:
CHARGE SEVERITY: NON-CRIMINAL

DISPOSITION

LITERAL: CONVICTED
DISPOSITION DATE: 04/04/2016
DISPOSITION: CONVICTED

SENTENCING

DATE: 04/04/2016
CASE NUMBER: 672015CM002216
COURT: UNKNOWN - UNKNOWN
CONVICTED OFFENSE:
CHARGE SEQUENCE NUMBER: 01
SENTENCE: COSTS

COMMENTS: CASH BAIL APPLIED TO COSTS, BALANCE TO BE PAID IN 90 DAYS OR SERVE 5 DAYS JAIL CONSECUTIVE, AS PENALTY FOR NON PAYMENT.

CONTRIBUTING AGENCIES

**WI013035Y-WI CIB IDENTIFICATION SECTION
WI0680500-WAUKESHA POLICE DEPARTMENT
WI0320000-LA CROSSE COUNTY SHERIFF
WI068013A-WAUKESHA CO DISTRICT ATTORNEY
UNKNOWN-UNKNOWN**

End of Rapsheet

Crime Information Bureau
WI Department of Justice

Background Request Payment

Date: 5/22/2019

Time: 9:28 AM

Entered By:

mary.elsner@townofdelafield.org

Order Reference Number: sGlydCVt

Request Type: General

Number of Requests: 1

Fees per Request:

CIB: \$7.00

Total Fee: \$7.00

Payment Method: Bill to Account

Use the Order Reference Number listed above to
retrieve your result online at:

<https://recordcheck.doj.wi.gov/BackgroundRequest/Results/sGlydCVt>