

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, SEPTEMBER 24, 2019 - 7:00 P.M.  
DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI**

**AGENDA**

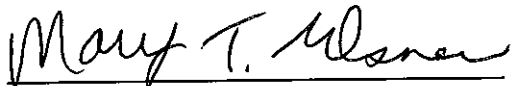
1. Call to Order
2. Pledge of Allegiance
3. Citizen Comments – During the Public Comment period of the agenda, the Town Board welcomes comment from any member of the public, other than an elected Town Board member, on any matter not on the agenda. Please be advised that pursuant to State law, the Board cannot engage in a discussion with you but may ask questions. The Board may decide to place the issue on a future agenda for discussion and possible action. Each person wishing to address the Board will have up to five (5) minutes to speak. Speakers are asked to submit to the Town Clerk, a card providing their name, address, and topic for discussion.  
  
The Board will also take comment from the public on agenda items as called by the Chair, but not during the Public Comment. Please note that once the Board begins its discussion of an agenda item, no further comment will be allowed from the public on that issue.
4. Approval of September 10, 2019, Town Board Minutes
5. Action on vouchers submitted for payment:
  - A. Report on budget sub-accounts and action to amend 2019 budget
  - B. 1) Accounts payable; 2) Payroll
6. Communications (*for discussion and possible action*)
  - A. None
7. Unfinished Business
  - A. Discussion re: Request for Proposals for Building Inspection Services (tabled 9/10/19)
  - B. Discussion and possible action on request to install biking etiquette signage on bike path running parallel with Cushing Park Road (referred to Park and Recreation Commission on 7/9/19)
8. New Business
  - A. Fire Chief and Deputy Fire Chief - update on specifics of Fire Department Open House (10/5)
  - B. Supervisor Kranick – update on traffic enforcement with Village of Hartland

Town of Delafield Board of Supervisors Meeting Agenda

September 24, 2019

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- C. Discussion and possible action on change in Town Board meeting time to 6:30 p.m.
  - D. Consideration and possible on chicken license renewal for Jim and Karen Romanowski, W334S188 Cushing Park Road
  - E. Consideration and possible action on Operator's Licenses for the period of 7/1/18 to 6/30/20:
    - 1. Deanna Dacquisto - *Seaboard*
    - 2. Rena Manriquez - *Seaboard*
9. Announcements and Planning items
- A. Next Plan Commission Meeting – October 1
  - B. Budget Workshop – Wednesday, October 2 @ 6:30 p.m.
  - C. Lake Pewaukee Advisory Committee Meeting – Thursday, October 3 – 3:00 p.m. – Village of Pewaukee
  - D. Plan Commission Workshop – Thursday, October 3 @ 6:30 p.m.
  - E. Budget Workshop – Wednesday, October 9 @ 6:30 p.m.
  - F. Wisconsin Town's Association Annual Convention – October 13 thru 15 – Kalahari Convention Center, Wisconsin Dells
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 – 9/19/19

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**September 10, 2019**

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

**Others Present:** T. Barbeau, *Town Engineer*, D. Roberts, *Highway Superintendent*, K. Smith, *Waukesha Freeman*, 25 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

*Terry Booth stated that he represents Cindy Wagner and is concerned that the Town Board is not dealing with the water issue, as is required per State Statutes. The matter has fallen off of the agenda. There has been nothing presented to Ms. Wagner. He is of the opinion that the insurance company is not doing their job.*

*Cindy Wagner stated that she is astounded and dismayed at having to stand here after 3 years re: this issue. She summarized the timeline of "water diversion" on her property.*

**Fourth order of business:** Approval of August 27, 2019, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE 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 #62250 – #62292 IN THE AMOUNT OF \$237,313.16**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$55,093.51**

**MR. SMITH/MR. KRANICK**

**MOTION CARRIED.**

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO TAKE ITEM 8A OUT OF ORDER**

**Eighth order of business:** New Business

A. Discussion and possible action on Lakeside Tree Initiative Proposal

*Tim O'Malley, W285N3126 Lakeside Rd., stated that 22 families committed to the purchase of 36 trees. The proposed goal of the committee is to have 54 trees planted on Lakeside Road located between Old North Shore Drive and Conservancy Drive. The trees will be spaced 40 ft. apart, placed 6' from the roadway and planted in 3 phases over a 3-year period. Community involvement and support has been very successful. The original trees were planted in 1927, as saplings.*

*Highway Superintendent Roberts stated that he is neutral on this issue because when trees are planted in a "canopy" concept, the roads don't last as long. He stated the need to first regrade (get rid of the high spots) on both sides of the subject road to take care of the current water issue. This process may be complete by spring or summer of next year and, if so, planting of Phase 1 could take place in the fall of 2020.*

*Engineer Barbeau stated that there is not a town procedure to allow trees to be planted in the road. When they are planted 6' off the road, they are located in the town right-of-way. With no curb, vehicles could go right off the road and cause injury. All future maintenance will be the responsibility of the highway department. Engineer Barbeau does not recommend that the Town allow trees to be planted without a right-of-way.*

Chairman Troy stated that, per the Town Attorney, Highway Superintendent Roberts would issue a right-of-way permit if the Town Board approves this proposal. Also, once the trees are planted, the Town is responsible for all maintenance.

Nancy Bonniwell, W285N3198 Lakeside Rd., stated that if we look at the Town of Delafield website, we live in a perfect environment. The logo includes the word recreation. The environment is beautiful in all seasons. She has been a resident for 30 years and there have never been any incidents on the road. The subject street is "park like" and needs to be restored.

Jim O'Rourke stated that he is in favor of the project for present and future beauty and would like to see it move forward.

Chairman Troy directed attention to an e-mail submitted by Mike and Kara Kaiser expressing their support of this project.

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. SMITH TO ALLOW THE PLANTING OF 54 TREES PER THE LANDSCAPE PLAN DATED 9/3/19, TO BE LOCATED 6' OFF THE ROAD, PHASE 1 (20 TREES) TO BE READY BY FALL OF 2020, FULLY PAID FOR BY DONATIONS; AND ONCE THE TREES ARE PLANTED, THEY BECOME THE PROPERTY OF THE TOWN OF DELAFIELD. MOTION CARRIED.**

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

A. Deputy Weiss (8/24/19), Re: Request to allow bikes on skateboard park

Mr. Cooley is of the opinion that this is not a good idea, due to the force of a bike on the ramps, compared to a skateboard or scooter. Mr. Kranick stated that, at some point, the Town Board will need to address future skateboard park needs.

**Seventh order of business:** Unfinished Business

A. Follow-up discussion on deer population control to identify "hot spots" to work with landowners on harvesting methods (tabled 7/9/19) and deer hunting stand placement within the Town

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

Bob Kapsy, N19W20988 Golf Ridge Rd., stated that he would like to utilize the nuisance tags to hunt deer on his property. He is soliciting archers to allow them to harvest deer from his backyard. The Town Board designated Mr. Kapsy's property as "hot spot" area #1.

Scott Flaughter, owner of the property located at the northwest corner of the intersection of Cushing Park Rd. and USH 18, stated that there is an incredible herd of deer on his proposed development. The Town Board designated Mr. Flaughter's property as "hot spot" area #2.

Fire Station #2 (W329S690 Highway C) was designated as "hot spot" area #3.

B. Discussion and possible action on drainage issue at Town Hall

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO DIRECT MR. COOLEY TO GET QUOTES FOR AN ELECTRICIAN TO INSTALL PERMANENT POWER FOR HEAT TAPE. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. SMITH TO TAKE ITEMS 8B AND 8C OUT OF ORDER. MOTION CARRIED.**

C. Discussion re: Request for Proposals for Building Inspection Services (tabled 5/14/19)

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

*The Town Board reviewed the proposed draft prepared by Mr. Kranick and provided comments to the outstanding items. Mr. Kranick stated that he will return the edits for review at the next meeting.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO TABLE. MOTION CARRIED.****Eighth order of business:** New Business

- B. Discussion and possible action on Plan Commission's recommendation to approve a Certified Survey Map to split a 4.37-acre parcel of land at N2W31747 Twin Oaks Drive into two lots

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. SMITH TO APPROVE THE CERTIFIED SURVEY MAP DATED 6/17/19. MOTION CARRIED.**

- C. Discussion and possible action on Plan Commission's recommendation to approve a Certified Survey Map to modify the common lot line between two existing parcels created by CSM No. 11698 for a development to be located on property at the northwest corner of Cushing Park Road and Summit Avenue (USH 18)

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE CERTIFIED SURVEY MAP CONDITIONED UPON WAUKESHA COUNTY APPROVAL AND TECHNICAL CORRECTIONS BEING ADDRESSED. MOTION CARRIED.**

- D. Set Budget Workshop dates

*Budget workshop dates were set for Wednesday, August 25 @ 6:30 p.m. and Wednesday, October 2 @ 6:30 p.m.*

- E. Discussion and possible action re: general payroll increase or change for 2020 budget

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. SMITH TO PLAN FOR A 1.75% INCREASE IN THE 2020 TOWN PAYROLL BUDGET AND ALLOW DEPARTMENT HEADS TO DIVVY UP THE INCREASE AS THEY SEE FIT. MR. VAN HORN - AYE, MR. KRANICK, - AYE, MR. COOLEY - NAY, MR. SMITH - AYE, CHAIRMAN TROY - AYE. MOTION PASSED 4-1.**

- F. Discussion on Trick or Treat hours

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. SMITH TO SET THE OFFICIAL TOWN TRICK OR TREAT HOURS FOR THURSDAY, OCTOBER 31, BETWEEN THE HOURS OF 4:00 P.M. AND 7:00 P.M. WITH THE CAVIAT THAT SUBDIVISIONS MAY SET THEIR OWN HOURS. MOTION CARRIED.****Ninth Order of business:** Announcements and Planning items

- A. Next Town Board Meeting – September 24, 2019  
B. Budget Workshop – Wednesday, September 25 @ 6:30 p.m.  
C. Next Plan Commission Meeting – October 1

**Tenth Order of business:** Adjournment**MOTION MADE BY MR. KRANICK, SECONDED BY MR. SMITH TO ADJOURN AT 8:51 P.M. MOTION CARRIED.**

Respectfully submitted,

Mary T. Elsner, CMC, WCMC  
Town Clerk/Treasurer  
Minutes approved on:

**Town of Delafield**  
**Keeping of Chickens License Application**  
**\$75 Application Fee/\$25 Renewal Fee**

**AGENDA ITEM**

**SEP 24 2019**

**ITEM # 8D PAGE 1 of 1**

**Instructions**

1. Please complete and sign this form
2. Prepare supplemental information to submit with the application: Survey showing the location of the proposed chicken coop and chicken run, setback distance from the road right-of-way to the chicken coop and chicken run, offset distance from the chicken coop and chicken run, size of the chicken coop
3. Submit it with a \$75 application fee and the supplemental information to the Town Clerk
4. Keeping of chickens is subject to compliance with all requirements of the Town of Delafield Town Code, including, but not limited to, Section 17.06 5, entitled "Keeping of Chickens" and Section 12.09, entitled "License for Keeping Chickens."
5. After review by staff and approval by the Town Board, the Town Clerk will provide you with a signed copy of the license indicating all conditions under which the license is issued.

**Owner Information**

**RECEIVED**  
**JUL 09 2019**  
 Town of Delafield

Owner's Name:	Jim & Karen Romanowski
Owner's Address:	W334 5188 Cushing Park Road
City/Zip Code:	Delafield, WI 53018
Telephone:	262.646.8228
E-mail:	jromanowski3@wi.rr.com
Anticipated Number of Chickens:	8 chickens
Size of Chicken Coop:	6' x 8'

Check One:

NEW  RENEWAL

Signature: *Jim Romanowski*

\$ 25 paid

Date: July 8, 2019

FOR OFFICE USE

License Number: \_\_\_\_\_

Receipt No. \_\_\_\_\_



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

AGENDA ITEM

SEP 24 2019

8.E.1. PAGE 1 of 3

**BARTENDER / OPERATOR LICENSE APPLICATION**

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

For license period ending 6/30/2020

**Applicant Information**

Applicant's Full Name Deanna Dawn Daeguisto

Date of birth \_\_\_\_\_ Check One:  Male  Female

Phone Number \_\_\_\_\_ Email deanna87daeguisto@gmail.com

Home Address 2920A n. Frattney st.

City, State & Zip Milwaukee, WI 53212

**Violations**

✓ I understand that failure to list all violations may result in the rejection of this application. DD (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

\*(List additional offenses on back of form)

**Employment**

Place of Employment as a bartender or seller of alcohol: Seaboard pub & grill

**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 Deanna Daeguisto Date 9-11-2019

295457

CLASS D OPERATOR'S LICENSE

BART - 0231140

EFF DATE: 07/09/2019 EXP DATE: 12/31/2020



*Jan R. Dylun*

city clerk  
[www.milwaukee.gov/license](http://www.milwaukee.gov/license)

DEANNA D DACQUISTO

City Hall - Room 105 - 200 East Wells Street - Milwaukee, WI 53202-3570 - Phone (414) 286-2238 - Fax (414) 286-3057  
Email: [license@milwaukee.gov](mailto:license@milwaukee.gov) - Website: [www.milwaukee.gov/license](http://www.milwaukee.gov/license)

MILWAUKEE

city of milwaukee  
[www.milwaukee.gov/license](http://www.milwaukee.gov/license)



*Jan R. Dylun*

city clerk



license required to be displayed or carried

EXPIRATION DATE: 12/31/2020  
LIC. NO: BART 0231140  
LICENSE: CLASS D OPERATOR'S LICENSE  
DEANNA D DACQUISTO  
D223-1648-7761-03





STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

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Request Date: 9/18/2019

Report Date: 9/18/2019

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

Name: **DACQUISTO, DEANNA D**

Date of Birth:

Alias Names:

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### 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 [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 arrest record, in addition to any other opportunity you offer the applicant to explain the following arrest record, please notify the applicant of:

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

The applicant 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](#) 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 arrest record below.

### NO RECORD FOUND

An arrest record 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 an arrest 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 response below pertains to the person in whom you are interested without a fingerprint submission.

Based on the above identifying data provided for this search, no matching Wisconsin arrest records were found at this time. These search results do not preclude an individual from having an arrest record at a local law enforcement agency that was not reported to the Department of Justice or in another state, or juvenile records



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**AGENDA ITEM**

SEP 24 2019

ITEM #8E2 PAGE 1 of 3

**BARTENDER / OPERATOR LICENSE APPLICATION**

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

For license period ending 6/30/2020

**Applicant Information**

Applicant's Full Name Rena Manriquez  
 Date of birth \_\_\_\_\_ Check One:  Male  Female  
 Phone Number \_\_\_\_\_ Email sanders111901@yahoo.com  
 Home Address 310 Hill St #2  
 City, State & Zip Hartland WI 53029

**Violations**

- I understand that failure to list all violations may result in the rejection of this application. KM (please initial)
- Have you ever been arrested, cited or convicted of charges related to activities performed while bartending?  Yes  No
  - Have you had any arrests, charges or citations related to controlled substance or involving alcoholic beverages?  Yes  No
  - 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

\*(List additional offenses on back of form)

**Employment**

Place of Employment as a bartender or seller of alcohol: Seaboard

**Applicant Signature**

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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 Rena Manriquez Date 9/13/19

Village of Hartland  
Operator's License

87N-2018/2020-057

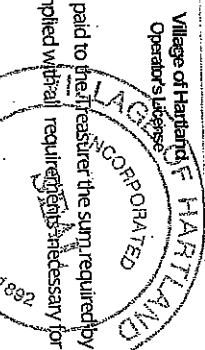
\$40.00

The local governing body of the Village of Hartland, County of Waukesha, Wisconsin, has upon application duly made and authorized the issuance of an "Operator's" License to:

**RENA MARIE MANRIQUEZ**

Given under the Corporate Seal of the Village of Hartland, County of Waukesha, State of Wisconsin, Dated: July 1<sup>st</sup>, 2018.

Deane Barby, Deputy Clerk



The said application has paid to the treasurer the sum required by local ordinances and has complied with all requirements necessary for obtaining a license:

An "Operator's" License, pursuant to sections 125.32(2) and 125.68(2) of the Wisconsin Statutes, and local ordinances. ~~When~~ Issued to said applicant. For the period ending June 30, 2020.



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

Request Date: 9/18/2019

Report Date: 9/18/2019

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

Name: MANRIQUEZ, RENA

Date of Birth:

Alias Names:

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2. The process for submitting a challenge

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