

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**January 26, 2016**

**Members Present:** L. Krause, C. Duchow, E. Kranick, R. Troy

**Members Absent:** P. Van Horn

**Others Present:** T. Barbeau, *Town Engineer*, K. Smith, *Lake Country Reporter*, 4 Citizens

**First order of business:** Call to Order  
Chairman Krause 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 January 11, 2016 Town Board Minutes  
*The minutes will be filed as prepared by the clerk.*

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #56730 TO #56777 IN THE AMOUNT OF \$106,835.79**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$38,843.96**

**MS. DUCHOW/MR. KRANICK**

**MOTION CARRIED**

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

**Seventh order of business:** Unfinished Business

A. Consideration and possible action on Urban Towns Committee Membership (tabled 1/11/16)

*Sharon Leair, County Unit Chairperson of the Waukesha County Unit of Wisconsin Towns Association, contacted Chairman Krause and requested to attend a future meeting to discuss this issue. The item remained on the table.*

**Eighth order of business:** New Business

A. Presentation of USH 18 Access Management Vision and Consideration and Possible Action on Signing Memorandum of Understanding

*Aaron Michelson, Alex Valley and Robert Elkin of the WisDOT were in attendance. Aaron provided a power point presentation stating that the subject plan is a cooperative effort between municipalities along the USH 18 corridor and Wisconsin DOT to make highway operations safer and more efficient through the reduction of crashes, a strategy to reduce the need for future expansion of a highway and to reduce overall congestion delays. He summarized the principles of access management stating that they refer to the design, implementation and management of entry and exit points between roadways and adjacent properties. The overall goal of the access management vision is to provide recommendations for long-term access and traffic needs along the corridor. There is no written plan at this time.*

*Chairman Krause questioned the need for signing a Memorandum of Understanding, as he is of the opinion that local communities could just partner together. He directed the Town Engineer to*

place this item on the Plan Commission agenda for discussion and recommendation to the Town Board.

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO REFER THIS ITEM TO THE PLAN COMMISSION FOR THEIR COMMENTS. MOTION CARRIED.**

- B. Consideration and possible action on Operator Licenses for the period of 7/1/14 to 6/30/16:  
1) Sandra Burg – *Kim's Lakeside*

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO APPROVE. MOTION CARRIED.**

- 2) Rachael O'Leary – *St. Anthony on the Lake School*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE. MOTION CARRIED.**

- C. Consideration and possible action on a Temporary Class "B" license to sell fermented beverages and a Temporary "Class B" license to sell wine for Prairie Hill Waldorf School on April 16, 2016

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. TROY TO APPROVE. MOTION CARRIED.**

- D. Consideration and possible action on the sale of the fire departments 1994 fire engine

*Ms. Duchow stated that the 1994 fire engine will be listed on several sites. The goal is to sell it for \$30,000. The general consensus of the Town Board is to review any offers.*

**Ninth Order of business:** Announcements and Planning Items

- A. Next meeting of the Waukesha County Unit of Wisconsin Towns Association – January 27 @ 7:00 p.m. – Vernon Fire Station #1, W233 S7475 Woodland Ln.
- B. Next Plan Commission Meeting – February 2 (quorum of Town Board needed)
- C. Next Town Board Meeting – February 9
- D. Spring Primary Election – February 16
- E. Town Hall Meeting – Congressman Sensenbrenner – Sunday, February 21, 12:30 p.m. to 3:00 p.m.

**Tenth order of business:** Adjournment

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO ADJOURN AT 7:42 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: February 9, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**February 9, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, R. Troy

**Members Absent:** C. Duchow

**Others Present:** T. Barbeau, *Town Engineer, 6 Citizens*

**First order of business:** Call to Order  
Chairman Krause 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 January 26, 2016 Town Board Minutes  
**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #56778 TO #56842 IN THE AMOUNT OF \$143,452.90**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$28,295.99**

**CHAIRMAN KRAUSE/MR. KRANICK**

**MOTION CARRIED**

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

A. None

**Seventh order of business:** Unfinished Business

A. Consideration and possible action on Urban Towns Committee Membership (tabled 1/11/16)

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

*Jerry Derr, President of the Urban Towns Committee, and Sharon Leair were in attendance. Mr. Derr stated that the Committee was created in 1988 to promote legislation that empowers all towns and continue to deliver efficient, responsive public services. The Steering Committee looks at 5 or 6 legislative key issues at every cycle that can affect towns and lobby either for or against. The annual dues are .25 per resident with a dues maximum of \$2500. The Urban Towns Committee's budget is \$80,000.*

*Chairman Krause stated that the reason for the Town of Delafield stopping their membership with the Urban Towns Committee was because we were not finding it to be valuable due to the hundreds of bills that the committee was trying to pass through legislation at one time. He congratulated Mr. Derr on the work he has done and the changes that have been made with the lobbying efforts.*

*Mr. Kranick stated the importance to belong to an organization that will keep us abreast of what is going on in Madison. It would allow the Town of Delafield to take a leadership role.*

*Mr. Van Horn stated that he has always supported the Urban Towns. He appreciates what the committee does and continues to do.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO REJOIN THE URBAN TOWNS ASSOCIATION SUBJECT TO AN APPROPRIATE BUDGET AMENDMENT TO AUTHORIZE.**

**AMENDED MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE JOINING THE URBAN TOWNS COMMITTEE FOR AN ANNUAL COST NOT TO EXCEED \$2,060 SUBJECT TO FINDING A REDUCTION IN OTHER 2016 BUDGET ITEMS TO OFFSET THIS EXPENDITURE. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Consideration and possible action on designating Cushing Park Road as a Rustic Road

*Engineer Barbeau stated that if this petition is accepted by the Town Board, the Town must then make a petition to the Rustic Roads Board of the WisDOT for approval. Before the Rustic Roads Board approves the request, they will review the qualifications and may require photos showing the rustic qualities of the road, or they may make a personal inspection of the road. If the request affects more than one municipality, then the Rustic Roads Board has to receive the approval from the other affected community. Engineer Barbeau walked the Town Board through 5 qualifications along with his comments.*

*Pamela and Peter Latsoudis, W334S850 Cushing Park Rd., looked at other rustic roads in the area and are of the opinion that a winding road is not a requirement of a rustic road. Ms. Latsoudis presented a list of rustic characteristics of Cushing Park Road.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. VAN HORN TO APPROVE THE DESIGNATION OF CUSHING PARK ROAD AS A RUSTIC ROAD SUBJECT TO APPROVAL BY THE CITY OF DELAFIELD. MOTION CARRIED.**

B. Consideration and possible action on Plan Commission's recommendation to approve Final Plat for Morris Meadows

*Engineer Barbeau identified the subject property as 6.2 acres that will be split into 3 parcels of approximately 2 acres each. These lots are part of the Kent Hanson Planned Unit Development south of the existing church on Alberta Drive. The lots will be served by septic, no letter of credit or developer's agreement is needed and all technical corrections have been made to the Final Plat.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO APPROVE THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE THE FINAL PLAT FOR MORRIS MEADOWS. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

A. Spring Primary Election – February 16

B. Next Park and Recreation Commission Meeting – February 17

C. Town Hall Meeting – Congressman Sensenbrenner – Sunday, February 21, 12:30 p.m. to 3:00 p.m.

D. Next Town Board Meeting – February 23

E. Next Plan Commission Meeting – March 1

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ADJOURN AT 8:03 P.M.  
MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: February 23, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**February 23, 2016**

**Members Present:** L. Krause, P. Van Horn, C. Duchow, E. Kranick, R. Troy

**Others Present:** D. Dupies, *Park and Recreation Commission Chairman*, A. Lorbach, *Park and Recreation Coordinator*, J. Iding, *Village of Pewaukee Police Captain*, T. Otto, *Village of Pewaukee Police Chief*, 1 Citizen

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

**Second order of business:** Pledge of Allegiance

**Third order of business:** Citizen Comments  
*Jill Vento, W349S4695 Kingdom Dr., stated that she is running for Lake County Municipal Court Judge. She graduated from Marquette Law School and has served on the Board of Directors Norris Adolescent Center, served as an alcohol and drug abuse counselor, a probation and parole office for State of WI and Guardian ad Litem on "Cocaine Mom" Case. Jill has been a practicing attorney for 30 years. She stated that she is a very qualified candidate for the position of Lake County Municipal Court Judge and asked for the Town Board's vote.*

**Fourth order of business:** Approval of February 9, 2016 Town Board Minutes  
**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #56844 TO #56851 AND #56881 TO #56920 IN THE AMOUNT OF \$5,406,632.43**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$43,031.13**

**MS. DUCHOW/MR. TROY**

**MOTION CARRIED**

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

A. Eric J. Larson (2/5/16), Re: Legislative Update/January 2016

*Chairman Krause and Mr. Troy stated their request to follow up with Attorney Larson's recommendations, most specifically to take a look at our code with respect to the issue of tax exempt purchasing. The Town wants to confirm that our bid packets include all necessary and proper information. Ms. Duchow stated that she will follow up with the ambulance staffing issue. The Town has already addressed the website publication law.*

**Seventh order of business:** Unfinished Business

A. None

**Eighth order of business:** New Business

A. Consideration and possible action on Ford Construction Company Contract Change Order

*Change Order No. 2, in the amount of \$2107.00, is for items that were not included in the original specs.*

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. TROY TO APPROVE CHANGE ORDER NO. 2. MS. DUCHOW – AYE, MR. TROY – AYE, MR. KRANICK – AYE, MR. VAN HORN – NAY, CHAIRMAN KRAUSE – AYE. MOTION PASSED 4-1.**

- B. Consideration and possible action on purchase of a boat replacement for Pewaukee Lake Patrol

*Captain Iding is recommending purchase of a 2016 Key West 210 BR with 225 HP Honda motor. The subject boat has a lifetime warranty on the structure of the boat and a 10-year overall warranty. The Honda motor has a 5-year warranty full coverage. The DNR has approved this purchase and will reimburse the Lake Patrol 20% per year for five years to cover the cost of the boat. He stated that the boat will be used specifically for water rescue. The preference is to get into a 10-year cycle with boats. Ms. Duchow and Mr. Troy were concerned that this may not be the best boat to purchase, as it will not serve other purposes.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

- C. Consideration and possible action on Park & Rec review of the North Shore Park plan

*Chairman Dupies reviewed the subject site plan stating that the Park and Recreation Commission is creating a large grassy field this year that has an asphalt entrance. The parking lot will be stone as this point. The northeast corner of the park will be maintained as an infiltration area. There will be orange fencing installed for tree protection. Chairman Dupies stated that the Town will be responsible for keeping the established grass watered. Discussion followed as to the how this will be accomplished, as the highway department does not have adequate equipment to do the watering. Ms. Duchow stated that the no mow grass was a concern at the new Town Hall/Fire Station, so this issue should be researched.*

- D. Consideration and possible action on the March 26<sup>th</sup> egg hunt

*Ms. Lorbach stated that the 2<sup>nd</sup> Annual Egg Hunt will be held on March 26<sup>th</sup> from 10:00 a.m. to Noon. The Town is partnering again with the Delafield Chamber of Commerce. This is a free event that will include the egg hunt, an Easter bunny, face painting by high school volunteers and a concession stand. She asked the Town Board for permission to use the Town Hall lobby to do the face painting. They requested that she remove all furniture from the lobby, place it in the meeting room and keep the doors closed. Ms. Lorbach stated that the restrooms will be blocked off and someone will monitor the entryway to allow only those individuals in who are having their faces painted. The Town Board unanimously approved use of the Town Hall lobby for the egg hunt face painting event.*

**Ninth Order of business:** Announcements and Planning Items

- A. Next Plan Commission Meeting – March 1
- B. Next Town Board Meeting – March 8
- C. Next Park and Recreation Commission Meeting – March 14

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO ADJOURN AT 7:55 P.M. MOTION CARRIED.**

Respectfully submitted,

Mary T. Elsner, CMC, WCMC  
Town Clerk/Treasurer  
Minutes approved on: March 8, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**March 8, 2016**

**Members Present:** L. Krause, P. Van Horn, C. Duchow, E. Kranick, R. Troy

**Others Present:** T. Kay, *Lake Country Municipal Court Judge*, T. Barbeau, *Town Engineer*, T. Fockler, *Building Inspector*, K. Smith, *Lake Country Reporter*, 9 Citizens

**First order of business:** Call to Order

Chairman Krause called the meeting to order at 7:10 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 February 23, 2016 Town Board Minutes

*Chairman Krause directed attention to Item 8D and requested that the following be added: "The Town Board unanimously approved use of the Town Hall lobby for the egg hunt face painting event."*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE WITH THE SUGGESTED REVISION. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #56929 AND #56932 TO #56955 IN THE AMOUNT OF \$25,569.48**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$27,695.72**

**MS. DUCHOW/MR. KRANICK**

**MOTION CARRIED**

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

A. None

**Seventh order of business:** Unfinished Business

A. Consideration and possible action regarding possible offers to purchase and issues that may impact upon sale concerning the old Town Fire Station property

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO MOVE FORWARD WITH THE COUNTEROFFER AS DISCUSSED IN THE CLOSED SESSION. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Timothy T. Kay - Lake Country Municipal Court Annual Update

*Judge Kay complimented the Town Board on the new Fire Station/Town Hall facility. He provided an update on the 2015 operations of the Lake Country Municipal Court. As a result of the Court operating within the budget, there is no cost to any of the 17 member municipalities and; therefore, no cost to the taxpayers. Due to a slight deficit in the number of citations, hours were reduced for part-time staff. Judge Kay stated that the Court is self-sustaining and very proud of it. He continues to make referrals every month to the "Your Choice Program", which*



*has helped to substantially lower fines and/or driver license suspensions based upon completion of such a program. He praised the professionalism of all Lake Country Municipal Court Law Enforcement Officers.*

- B. Consideration and possible action regarding ordinance violations at N20W28432 Beach Road, and opportunity for property owner to show cause why the Town should not commence enforcement

*Jay Sindic, W290 N1109 Elmhurst Drive, spoke on behalf of his mother. He stated that she was unable to attend this evening, because she is in rehab at the current time. She has tried to get a reverse mortgage and home equity line without success. The property is now listed with Shorewest. Chairman Krause stated that these violations have been going on for a long time now, and the Town needs closure. Mr. Van Horn stated that the existing trailer is parked illegally and the excessive amount of junk outside this property, that fronts Pewaukee Lake, needs to be cleaned up.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. VAN HORN TO GRANT A 30-DAY EXTENSION TO THE SUBJECT PROPERTY TO REPAIR AND CORRECT ALL NON-COMPLIANCE ITEMS LISTED IN THE LETTER TO AUDREY SINDIC DATED OCTOBER 13, 2015, WITH THE EXCEPTION OF REPAIRING THE HOUSE BURNED OUT ON THE WEST END. MOTION CARRIED.**

- C. Consideration and possible action on acquisition of property from Waukesha County in the vicinity of Hillcrest Drive

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. TROY TO PURCHASE THE PROPERTY FROM WAUKESHA COUNTY DISCUSSED IN THE CLOSED SESSION FOR THE TERMS DISCUSSED. MOTION CARRIED.**

- D. Consideration and possible action on DaySpring Baptist Church Conditional Use Permit

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE THE CONDITONAL USE PERMIT FOR DAYSPRING BAPTIST CHURCH. MOTION CARRIED.**

- E. Consideration and possible action on Ordinance to Adopt an Amendment to the Town of Delafield Comprehensive Development Plan

*Engineer Barbeau stated that this Ordinance is the result of DaySpring Baptist Church's request to operate on lands currently designated as Commercial and Office Park. The purpose of amending the Land Use Plan map to Governmental and Institutional is to be consistent with the proposed use of the property and to allow for the construction of a church facility.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE. MOTIOIN CARRIED.**

- F. Discussion and possible action on Highway 18 Corridor Study

*Engineer Barbeau provided a summary of the proposed study stating that the Town Board and Plan Commission expressed concerns, especially regarding the installation of intersections through people's land. Chairman Krause stated as the Town is not in favor of being bound to anything, we will not sign off on the memorandum of understanding. Engineer Barbeau will draft a letter to the DOT expressing the Town's thoughts regarding the proposed Access Management Vision and bring it back to the Town Board for review.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. DUCHOW TO TABLE THE HIGHWAY 18 CORRIDOR STUDY DISCUSSION. MOTION CARRIED.**

- G. Consideration and possible action on changing the speed limit on Maple Avenue between Golf Hills Drive and Golf Road

*Chairman Krause stated that he has received calls regarding the consistency of the speed limit on Maple Avenue. Currently, it is 45 mph on Maple Avenue between Golf Hills Drive and Golf Road. As the Lake Country Trail and golf course is located in this area, it makes good common sense for public safety to reduce the speed limit to 35 mph. Mr. Kranick also stressed the importance of enforcement of the reduction. Engineer Barbeau stated that he will need to create a one-page findings, as this request requires meeting certain DOT criteria. After complete, he will bring it back to the Town Board for review.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO AUTHORIZE ENGINEER BARBEAU TO CREATE A ONE-PAGE FINDINGS REGARDING THE REQUEST TO CHANGE THE SPEED LIMIT TO 35 MPH ON MAPLE AVENUE BETWEEN GOLF HILLS DRIVE AND GOLF ROAD. MOTION CARRIED.**

- H. Consideration and possible action on a budget amendment of approximately \$2060 to cover the cost to join the Urban Towns Committee

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO TABLE. MOTION CARRIED.**

- I. Consideration and possible action on a budget amendment for street signs

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

- J. Consideration and possible action on an Ordinance to Repeal and Recreate Sections 12.03(3)(b)(3), 12.03(3)(e)(3), 12.03(10)(c) of the Town of Delafield Municipal Code, Related to Alcohol Beverage Licenses Issued to Events Held at Multiple Locations

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. TROY TO APPROVE. MOTION CARRIED.**

- K. Consideration and possible action on request for use of Town of Delafield roads for the Best Dam Bike Tour on August 6, 2016

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. TROY TO APPROVE. MOTION CARRIED.****Ninth Order of business:** Announcements and Planning Items

- A. Next Park and Recreation Commission Meeting – March 14
- B. Next Town Board Meeting – March 22
- C. Spring Election – April 5
- D. Next Plan Commission Meeting – April 6
- E. Annual Meeting – Tuesday, April 19
- F. Next WI Towns Association, Waukesha County Unit Meeting, Wednesday, April 27 – Town of Waukesha

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO ADJOURN AT 8:05 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: March 22, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**March 22, 2016**

**Members Present:** L. Krause, C. Duchow, E. Kranick, R. Troy

**Members Absent:** P. Van Horn

**Others Present:** T. Barbeau, *Town Engineer*, H. Jeanson, *Rotroff, Jeanson & Co.*, D. Dupies, *Park and Recreation Chairman*, A. Lorbach, *Park and Recreation Coordinator*, *Captain Larsuel*, *2 Citizens*

**First order of business:** Call to Order  
Chairman Krause 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 March 8, 2016 Town Board Minutes  
**MOTION MADE BY MR. TROY, SECONDED BY MS. DUCHOW TO APPROVE AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2015 budget per audit

*Mr. Jeanson reviewed the proposed 2015 budget amendment per audit. (A copy of this document is available for review in the Clerk's office.) He stated that even though these numbers may look unfavorable, the general fund balance grew substantially.*

**MOTION MADE BY MR. TROY, SECONDED BY MS. DUCHOW TO APPROVE THE BUDGET AMENDMENT PER AUDIT AS PRESENTED. MOTION CARRIED.**

B. 1) Accounts payable; 2) Payroll  
Accounts Payable  
**MOVED TO APPROVE PAYMENT OF CHECKS #56929 AND #56958 IN THE AMOUNT OF \$145,329.12**  
Payroll  
**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$40,932.90**

**MS. DUCHOW/MR. KRANICK**

**MOTION CARRIED**

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

**Seventh order of business:** Unfinished Business  
A. Discussion and possible action on Highway 18 Corridor Study (tabled 3/8/16)

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

*Chairman Krause directed attention to Engineer Barbeau's letter to WI DOT dated March 22. The Town Board is in favor of sending this letter.*

B. Consideration and possible action on a budget amendment of approximately \$2060 to cover the cost to join the Urban Towns Committee (tabled 3/8/16)

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

*Mr. Troy stated that he met with the Town Clerk and Fire Chief to request that the Clerk lower her budget by \$700.00 and the Fire Chief to lower his budget by \$1360.00 in order to allow the Town to join the Urban Towns Committee.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO REDUCE THE CLERK AND FIRE DEPARTMENT BUDGETS AND THAT THE FUNDS FROM THE REDUCTIONS BE USED TO FUND THE 2016 URBAN TOWNS COMMITTEE MEMBERSHIP. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Town Engineer's Presentation of the Annual Stormwater Report

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO APPROVE THE ANNUAL STORMWATER REPORT AS PRESENTED AND REQUEST THAT THE TOWN CHAIRMAN SIGN IT. MOTION CARRIED.**

B. Award of Bid for North Shore Park Improvement

*Engineer Barbeau stated that the subject bids came in very favorable. Western Contractors has been in business since 1975. He has worked with them on many projects, and they are a very respectable and reputable company. The requirement is to award the bid to the lowest responsible bidder. Engineer Barbeau recommended approval to award the contract to Western Contractors in the base amount of \$72,721.00, with the understanding that there may be additional costs for watering if needed. The Park and Recreation Commission unanimously approved the bid from Western Contractors.*

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO AWARD THE BID TO WESTERN CONTRACTORS AT THE COST OF \$72,721.00. MOTION CARRIED.**

C. Consideration and possible action on Resolution to Change the Town of Delafield Polling Place for Wards 7, 8 to the Town of Delafield Town Hall for the August 9 Primary Election

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO APPROVE THE RESOLUTION TO CHANGE THE TOWN OF DELAFIELD POLLING PLACE FOR WARDS 7, 8 TO THE TOWN OF DELAFIELD TOWN HALL FOR THE AUGUST 9 PRIMARY ELECTION. MOTION CARRIED.**

D. Consideration and possible action on Operator Licenses for the period of 7/1/14 to 6/30/16:  
1) John Ayer – *Golden Anchor*

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO APPROVE. MOTION CARRIED.**

2) Claire Monzel – *Pewaukee Yacht Club*

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO APPROVE. MOTION CARRIED.**

- E. Consideration and possible action on Alcohol Permit for an event to be held at Elmhurst Park on 7/16/16

**MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Spring Election – April 5
- B. Next Plan Commission Meeting – April 6 - cancelled
- C. Next Town Board Meeting – April 12
- D. Annual Meeting – Tuesday, April 19
- E. Next WI Towns Association, Waukesha County Unit Meeting, Wednesday, April 27 – Town of Waukesha

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO ADJOURN AT 7:35 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on:

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**April 12, 2016**

**Members Present:** L. Krause, P. Van Horn, C. Duchow, E. Kranick, R. Troy

**Others Present:** T. Barbeau, *Town Engineer*, T. Fockler, *Building Inspector*, 2 Citizens

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

**Second order of business:** Pledge of Allegiance

**Third order of business:** Citizen Comments  
*Roger Roundhouse, N28W30188 Red Hawk Ct., questioned why the Town did not inform the neighbors that the 6-acre property on Maple Avenue (former Sharpley property) was going to be subdivided into 3 parcels. One of the subject parcels abuts right up against the property line of his home. He will have to spend in excess of \$10,000 to maintain his privacy and is asking for restitution of the situation. He is of the opinion that this has caused a decrease in the value of his home.*

*Bill Blackmore, N28W30162 Red Hawk Ct., stated that he has lived in the community for 23 years and his lot adjoins that of Mr. Roundhouse. He was involved in issues with the former owners of the Sharpley property. Mr. Blackmore was of the opinion that the property would never be developed because of existing environmental issues. He questioned the Board several years ago if anyone had done a Phase I environmental study. He believes that the Town has a responsibility to do this study for liability reasons.*

**Fourth order of business:** Approval of March 22, 2016 Town Board Minutes  
**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO APPROVE AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2016 budget

- B. 1) Accounts payable; 2) Payroll  
Accounts Payable  
**MOVED TO APPROVE PAYMENT OF CHECKS #57024 - #57079 IN THE AMOUNT OF \$135,105.32**  
Payroll  
**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$29,064.13**

**MS. DUCHOW/MR. KRANICK**

**MOTION CARRIED**

**Sixth order of business:** Communications (*for discussion and possible action*)  
A. Eric J. Larson (3/28/16), Re: Legislative Update

*Chairman Krause addressed each law stating the following:*

1. *2015 Wisconsin Act 149: Knives - The Town does not have an ordinance in place.*
2. *2015 Wisconsin Act 156: Sexually Violent Offender Residency – Chairman Krause will contact Attorney Larson to review.*
3. *2015 Wisconsin Act 176: Real Estate Regulations - does not apply to the Town*
4. *2015 Wisconsin Act 211: Building Permit Forms – Chairman Krause stated that this is in process and he will contact Attorney Larson to monitor it.*
5. *2015 Wisconsin Act 254, 255, 256 and 257: Tax Increment Financing Revisions - does not apply to the Town*
6. *2015 Wisconsin Act (waiting Governor's signature): Chargeback Amendments – does not apply to the Town*

**Seventh order of business:** Unfinished Business

- A. Consideration and possible action regarding ordinance violations at N20W28432 Beach Road, and opportunity for property owner to show cause why the Town should not commence enforcement (tabled 3/8/16)

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

*Tony Fockler (building inspector) provided photos of his inspection of the detached garage and the burned out house. Mrs. Sindic and her daughter are living in the 2<sup>nd</sup> home on the property. The garage is currently filled with miscellaneous items. The property has been cleaned up, but code violations still exist.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO DIRECT THE BUILDING INSPECTOR TO DO A RAZE OR REPAIR ORDER INSPECTION AT N20W28432 BEACH ROAD FOR STRUCTURAL INTEGRITY AND REPORT BACK TO THE BOARD. MOTION CARRIED.****Eighth order of business:** New Business

- A. Consideration and possible action on request for an Amendment to the Declaration of Restrictions for Hawksnest Subdivision

*Tim Frank, W301N3226 Windrush Circle, stated the amendment request to Section A.6. of the subject restrictions to include: "All roofs having appropriate pitch shall be covered with wood shakes, wood shingles or dimensional fiberglass 50-year shingles of the type and quality of GAF Ultra, Landmark 50 or their equivalents, in a "Weathered Wood" color." and,*

*Section A. 13. to be deleted in its entirety and substituted with the following: "Except for existing pool houses and pool houses that do not exceed 1,000 square feet constructed after recording of this Amendment, there shall be no garden or other outbuildings or satellite dish antennas having a diameter in excess of twenty-four (24) inches. No antenna or satellite dish shall be visible from any roadway or neighboring lot unless the location of such antenna or satellite dish is approved by the Hawksnest Homeowner's Committee after finding that reception is not feasible in a permitted location. There shall be no swimming pools whatsoever located on the street side of the front line of the house. Plastic or vinyl pools less than 200 gallons are permitted if located behind a line extended across the lot from and parallel to the rear wall of the house located on a subdivision lot. These backyard plastic or vinyl pools are permitted only from Memorial Day to Labor Day each year."*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

- B. Consideration and possible action to award the construction contract for Hillcrest Drive Retaining wall project

*Engineer Barbeau stated that the existing retaining wall has washed out and has fallen down. It will be replaced with timber lagging and concrete masonry soldier pile footings. His estimate for the project was \$134,000, and the low bidder came in at \$91,254.40. He recommends awarding the contract to Terra Engineering and Construction, as the Town must award it to the lowest responsive responsible bidder. Engineer Barbeau will continue working with the DNR to obtain any necessary approvals.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MS. DUCHOW TO APPROVE AND AWARD THE CONTRACT FOR HILLCREST DRIVE RETAINING WALL PROJECT TO TERRA ENGINEERING AND CONSTRUCTION IN THE AMOUNT OF \$91,254.40. MOTION CARRIED.**



- C. Consideration and possible action on a request from Ford Construction for change order No. 3 related to the investigation, disconnection and abandonment of a sanitary sewer lateral at the former Town hall building

*Engineer Barbeau stated that the building inspector discovered a building sewer pipe when the cold storage building was being demolished. The contractor used a camera to investigate where the pipe was connected to. The contractor discovered that it was abandoned, so he capped the existing pipe. It never ran to the existing public sewer, but rather to an old septic system. He is requesting additional fees for performing the sewer work to investigate and cap the pipe in the amount of \$886.00.*

*Engineer Barbeau informed the Town Board that he was recently informed that the Town needs to disconnect a sewer line between the old town hall and the public sewer lateral that connects to the City of Delafield sewer system. This line was shared with the highway department. The City of Delafield is requiring that the Town apply for a permit to have a licensed contractor perform this job and, when this process is completed, will take us off the quarterly billing for charges that were billed to the Town for the old town hall.*

**MOTION MADE BY MR. TROY, SECONDED BY MS. DUCHOW TO APPROVE THE \$886.00 CHANGE ORDER TO DISCONNECT THE SEWER FOR THE OLD TOWN HALL BUILDING. MOTION CARRIED.**

*The Town Board directed staff to find out if Ford Construction can sign off on any necessary form(s) the City is requiring us to complete.*

- D. Consideration and possible action on a Temporary Class "B" license to sell fermented beverages and a Temporary "Class B" license to sell wine for St. Anthony Men's Club on May 6, 2016

**MOTION MADE BY MR. TROY, SECONDED BY MS. DUCHOW TO APPROVE. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Annual Meeting – Tuesday, April 19 – 7:00 p.m.
- B. Next WI Towns Association, Waukesha County Unit Meeting, Wednesday, April 27 – Town of Waukesha
- C. Next Plan Commission Meeting – May 3
- D. Next Town Board Meeting – May 10

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO ADJOURN AT 7:55 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: May 10, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**April 26, 2016**

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

**Others Present:** D. Dupies, *Park and Recreation Chairman, 10 Citizens*

**First order of business:** Call to Order  
Chairman Krause called the meeting to order at 7:10 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 12, 2016 Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. TROY TO TABLE. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57080- #57167 IN THE AMOUNT OF \$64,841.54**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$48,162.35**

**MR. TROY/MR. KRANICK**

**MOTION CARRIED**

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

A. None

**Seventh order of business:** Unfinished Business

A. Consideration and possible action regarding ordinance violations at N20W28432 Beach Road, and opportunity for property owner to show cause why the Town should not commence enforcement

*The Building Inspector informed the Town Clerk that he performed the raze or repair order inspection requested by the Town Board, and a report has not yet been completed by SAFEbuilt.*

**MOTION MADE BY MR. KRANICK TO TABLE. MOTION FAILED FOR LACK OF SECOND.**

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO SET A TIME LIMIT AND HAVE THE REPORT COMPLETED BY THE NEXT TOWN BOARD MEETING. MOTION CARRIED.**

B. Consideration and possible action regarding possible offer to purchase a lot on old fire station #1 land

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO APPROVE THE OFFER TO PURCHASE SUBJECT TO CHAIRMAN KRAUSE CLARIFYING LEGAL ISSUES WITH THE TOWN ATTORNEY. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Appointment to Plan Commission

*Chairman Krause stated that, as a result of the April election, there are three Town Board members*

*servicing on the Plan Commission. Mr. Cooley has offered to step down. He requested the item be tabled, as he is not ready to make an appointment at this time.*

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

- B. Consideration and possible action on Direct Seller's Permit Application for Brian Doroff, Brady's Tree Service

*The general consensus of the Town Board is not to allow solicitors to go "door to door" in the Town.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO DENY A DIRECT SELLER'S PERMIT APPLICATION FOR BRIAN DOROFF, BRADY'S TREE SERVICE. MOTION CARRIED.**

- C. Consideration and possible action to allow a vending machine at the skate board park

*Park and Recreation Chairman Dupies stated that the owner from Focus Boardshop in Madison presented his proposal, at their April meeting, to sell skateboarding equipment via a vending machine. The objective is to supply the community with the same level of product they would find at a skate shop without having to leave the park. The machine has unbreakable glass on both the inner machine as well as the protective outer case in order to deter and prevent theft. Mr. Dupies cannot comment on how well it would hold up to vandalism, as this is the company's first attempt at installing and maintaining a vending machine. The owner made an offer to pay the expense to pour a concrete pad and then connect the machine to power via the existing light pole. The Town will receive a 10% return from the sales. There will be no soda or food sold in the machine.*

*The Town Board presented the following concerns: Would this possibly be an attempt to extend the hours of the park, vandalism and theft, how do we track the 10% return and would this be the start for opening up additional requests of this type.*

*Mr. Kranick stated that the Park and Recreation Commission felt the presentation and concept was interesting. They wanted to get feedback from the Town Board.*

**MOTION MADE BY MR. KRANICK, SECONDED BY CHAIRMAN KRAUSE TO REFER THIS MATTER TO THE PLAN COMMISSION FOR FURTHER REVIEW AND RECOMMENDATION TO THE TOWN BOARD. MR. VAN HORN – NAY, MR. KRANICK – AYE, CHAIRMAN KRAUSE – AYE, MR. TROY – NAY, MR. COOLEY – AYE. MOTION PASSED 3-2.**

**Ninth Order of business:** Announcements and Planning Items

- A. Next WI Towns Association, Waukesha County Unit Meeting, Wednesday, April 27 – Town of Waukesha  
B. Next Plan Commission Meeting – May 3  
C. Next Town Board Meeting – May 10

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO ADJOURN AT 7:32 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: May 10, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**May 10, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, R. Troy, B. Cooley  
**Others Present:** T. Fockler, *Building Inspector*

**First order of business:** Call to Order  
Chairman Krause 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 12 and April 26, 2016 Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE BOTH MEETING MINUTES AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57172 - #57204 IN THE AMOUNT OF \$94,378.72**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$27,682.47**

**MR. TROY/MR. KRANICK**

**MOTION CARRIED**

**Sixth order of business:** Communications (*for discussion and possible action*)  
A. Eric J. Larson (4/26/16), Re: Updates for Sign Regulations

*Chairman Krause stated that the plan commission addresses sign issues. With the recent U.S. Supreme court changes concerning regulation of signs, the Town Code is in need of revision. He recommended that this matter be referred to the plan commission. Engineer Barbeau will contact Attorney Larson for direction on the necessary changes. Attorney Larson informed Chairman Krause that his firm will work as a whole with other Town clients to keep the legal costs down.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO REFER THIS MATTER TO THE PLAN COMMISSION TO WORK ON NECESSARY SIGN REGULATIONS. MOTION CARRIED.**

**Seventh order of business:** Unfinished Business

A. Consideration and possible action regarding ordinance violations at N20W28432 Beach Road, and opportunity for property owner to show cause why the Town should not commence enforcement

*Mr. Fockler stated that the owners were aware that this matter would be discussed by the Town Board, but they did not receive written notice. The Town Attorney will provide a 30-day notice to the owners if the Town Board directs the building inspector to raze the structure. The building is in a significant state of disrepair and structural instability that could pose a threat to the health and safety of any occupants or individuals who enter the structure. In order to justify a raze order, State Statutes require that the proven costs to repair a structure have to exceed 50% of the assessed value of the structure. Mr. Fockler performed an inspection on 4/18/16, and the results came in at 77%.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO DIRECT THE BUILDING INSPECTOR TO ISSUE A RAZE ORDER FOR THE PROPERTY AT N20W28432 BEACH ROAD IN THE TOWN OF DELAFIELD. MOTION CARRIED.**

B. Consideration and possible action to allow a vending machine at the skate board park

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO NOT ALLOW VENDING MACHINES AT THE SKATE BOARD PARK. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Appointment to Plan Commission

**MOTION MADE BY CHAIRMAN KRAUSE, SECONDED BY MR. COOLEY TO APPOINT MR. KRANICK TO SERVE ANOTHER YEAR TERM AS SUPERVISOR ON THE PLAN COMMISSION. MR. VAN HORN – AYE, MR. KRANICK – ABSTAINED, MR. COOLEY – AYE, MR. TROY – AYE, CHAIRMAN KRAUSE – AYE. MOTION PASSED 4-1.**

B. Consideration and possible action on new Chicken License Application:

- *Jamie and Josh Fraundorf, W281 N1897 Golf View Drive*

*Chairman Krause stated that the Town Engineer recommends approval of the application, as it meets town code.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE NEW CHICKEN LICENSE APPLICATION FOR JAMIE AND JOSH FRAUNDORF AT W281 N1897 GOLF VIEW DRIVE. MOTION CARRIED.**

C. Consideration and possible action on renewal Chicken License Applications:

- *Robin Weiss, N11 W31950 Phyllis Parkway*
- *Mark and Mary Gundrum, N2 W28791 Sylvan Trail*
- *Jack Abler, N5 W33722 Lapham Lane*
- *Jim and Karen Romanowski, W334 S188 Cushing Park Road*
- *Tom Trawitzke, W295 N425 Bryn Drive*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE RENEWAL CHICKEN LICENSE APPLICATION FOR ROBIN WEISS AT N11 W31950 PHYLLIS PARKWAY. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE RENEWAL CHICKEN LICENSE APPLICATION FOR MARK AND MARY GUNDRUM AT N2 W28791 SYLVAN TRAIL. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE RENEWAL CHICKEN LICENSE APPLICATION FOR JACK ABLER AT N5 W33722 LAPHAM LANE. MOTION CARRIED.**

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE THE RENEWAL CHICKEN LICENSE APPLICATION FOR JIM AND KAREN ROMANOWSKI AT W334 S188 CUSHING PARK ROAD. MOTION CARRIED.**

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE THE RENEWAL CHICKEN LICENSE APPLICATION FOR TOM TRAWITZKE AT W295 N425 BRYN DRIVE. MOTION CARRIED.**

- D. Consideration and possible action on request for an Amendment to the Declaration of Restrictions for Westwind Greens

*Chairman Krause stated that Engineer Barbeau reviewed this request, it is straightforward and not in contradiction with Town Code. The president of the association was unable to attend this evening.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. VAN HORN TO APPROVE THE AMENDMENT TO THE DECLARATION OF RESTRICTIONS FOR WESTWIND GREENS. MOTION CARRIED.**

- E. Appointment of board liaison positions: DPW and Fire Department

*Chairman Krause stated his appointments: DPW – Mr. Cooley, Fire Department – Mr. Troy*

**Ninth Order of business:** Announcements and Planning Items

- A. Congressman Sensenbrenner – Sunday, May 22, 7:00 p.m. – 9:00 p.m., Delafield Town Hall
- B. Board of Review – May 24, 7:00 p.m. – Adjourn to Thursday, June 30, 7:00 p.m.
- C. Next Town Board Meeting – May 24, immediately following Board of Review
- D. Next Plan Commission Meeting – June 7

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO ADJOURN AT 7:26 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: May 24, 2016

**TOWN OF DELAFIELD BOARD OF REVIEW MEETING**  
**May 24, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, R. Troy, B. Cooley  
**Others Present:** T. Barbeau, *Town Engineer, 5 citizens*

**First order of business:** Call to Order  
Chairman Krause called the Board of Review meeting to order at 7:00 p.m.

**Second order of business:** Adjournment  
**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ADJOURN THE BOARD OF REVIEW TO THURSDAY, JUNE 30 AT 7:00 P.M. AT THIS LOCATION.**

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**

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

**Second order of business:** Pledge of Allegiance

**Third order of business:** Citizen Comments  
*Richard Hohl, 5373A West Cobblestone Way, Franklin, stated that he has an offer to purchase on lot 17 and would like to talk about the LPSD easement on the lot. On the 17<sup>th</sup> of May, a 25' easement was signed by LPSD and the Town. He was not informed of this. In speaking with his lawyer, the Town is not able to execute an agreement without his permission. He is going to contest the agreement that was put into place and will consult with his lawyer further. He was just notified of this last Friday and is contesting the verbiage contained in the sanitary sewer lateral easement agreement re: what he can and cannot do.*

*Gina Gresch, 4693 Village Ct., #1, Nashotah, stated that she is the former City of Delafield clerk/treasurer, and she is running for Waukesha County Clerk. She has 17 years of experience in maintaining the integrity of local government and the election process. She has administered over 45 elections in Wisconsin; coordinated technology innovations, workflow and streamlined processes; is a certified master municipal clerk and State and internationally certified. She is asking for the Town Board's support and vote.*

**Fourth order of business:** Approval of May 10, 2016 Town Board Minutes  
**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE AS PRESENTED.**  
**MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57206 - #57235 IN THE AMOUNT OF \$57,211.91**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$39,999.65**

**MR. TROY/MR. KRANICK**

**MOTION CARRIED**

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

A. Eric J. Larson (5/18/16), Re: Drivers Privacy Protection Act - Release of Public Records - Legal Interpretation

*None*

**Seventh order of business:** Unfinished Business

A. None

**Eighth order of business:** New Business

A. Consideration and possible action on the sale of a fire truck

*Mr. Troy stated that Chief Kozlowski has negotiated the sale of the 1994 E-One fire engine to the Village of Neosho in the amount of \$35,000.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO APPROVE THE BILL OF SALE AND SELL THE FIRE TRUCK. MR. COOLEY – AYE, MR. TROY – AYE, MR. KRANICK – AYE, MR. VAN HORN – NAY, CHAIRMAN KRAUSE – AYE. MOTION PASSED 4-1.**

B. Consideration and possible action on offer to extend guaranty of the roadways in the Woodridge Subdivision Phase I &amp; II for one additional year

*Mr. Kranick recused himself from this discussion. Engineer Barbeau stated that Phase I was paved in November of 2014 and the 1<sup>st</sup> layer of asphalt in Phase 2 was paved last year. The road has settled in many areas, mostly in the sanitary sewer areas as well as in some of the laterals. The highway superintendent is very concerned about the condition of the roads. The developer's agreement states that once the town accepts the roads, there is a one-year guaranty. The Town has not accepted them as of yet due to construction concerns. The final lift of asphalt has not been applied. According to the developer's agreement, Phase I should have already been completed, and we are holding off with Phase II until all road issues have been resolved. Neumann Companies and Super Excavators, Inc. would like to offer the town an additional one year guaranty. After the town accepts the roads, we would have a two-year guaranty. The highway superintendent is of the opinion that this is not adequate, as there are no guarantees that the road will not settle in other areas.*

*Cory O'Donnell, representing Woodridge Estates, LLC, stated that the requirements of the developer's agreement called for final lift installation of Phase I no later than 11/2015. They were asked to hold off on placement of surface course of asphalt; it has been through the freeze/thaw cycles for two years and has held up fairly well from the repairs that were done in Phase I. With acceptance of the one-year guaranty offer, the roads would be through four freeze/thaw cycles before the warranty would be up on Phase I. If something would take place, it would happen now as opposed to 10 years down the road. Mr. O'Donnell stated that he understands things happen outside of the developer's agreement, but does not know what else could have been done during construction to avoid what has happened. He is of the opinion that it is fair to offer an extended one year guaranty. They will have full responsibility for the roads until 2018.*

*Peter Schraufnagel, Super Excavators, Inc., stated that sometimes when there is a manhole coming out in three directions, it can be difficult to get the compaction around the manhole. One of the lateral trenches failed during the freeze/thaw cycle, and it was repaired in the spring. When you gravel backfill sewer trenches, (especially the stretch on the north end in Phase I) that were 18-20 ft. deep, there can be some subsidence. Because the project was built in the fall, there were no rains to help settle or compact that out before the pavement and base went down. He assigned a mechanical compaction operator on the equipment 100% of the time. This is unusual for this to happen, and it's happened twice in two different phases, so it is very frustrating. When you use gravel backfill, it usually ensures a good solid trench base. Phase II went through a freeze/thaw cycle and is ready for pavement.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. COOLEY TO ACCEPT THIS EXTENSION TO THE WARRANTY. MOTION CARRIED.**



- C. Request from James Wenninger, N26W30165 Maple Avenue, for an exception to Section 9.14(1) of the Town of Delafield Code

*Mr. Cooley recused himself from this discussion. Engineer Barbeau stated that the applicant seeks an exception or modification pursuant to Section 9.14(9)(a) of the Town Code from the lot line separation requirements of the Town Code. Section 9.14(1)(b)3. of the Town Code that states that no accessory building shall be erected so that the building footprint is closer than 15 feet to any lot line, subject to the following exception. In the case of a lot of record, which has a lot width of less than 100 feet, the lot separation shall 15% of the lot width, provided however, that such separation shall not be less than seven and one-half feet. The applicant seeks to rebuild a boathouse that is separated from the west property line by 11.60 feet. The distance from the east wall will not change, the boathouse will be moved back 5 feet from the lake and the width will not exceed 20 feet.*

Exceptional Circumstances. *The Town Board finds that exceptional circumstances to Section 9.14(9)(a) of the Town Code have been met in this case for the following reason: The owner will keep the east side of the new boathouse in the same location as the existing boathouse to maintain a straight access from the concrete walkway leading from his patio to the pier without having to go around the boathouse.*

Preservation of Property Rights. *The Town Board finds that preservation of property rights to Section 9.14(9)(b) of the Town Code have been met in this case for the following reasons: The existing boathouse slab has been damage by ice heave. The owner would like to move it further away from the lake in order to reduce damage potential; the proposed new boathouse construction will provide a substantial improvement to the neighborhood by removing a boathouse that is in very poor condition. The new boathouse will improve the aesthetics and allow the owner the same view corridor to enjoy the property; the new construction will add value to the neighborhood.*

Absence of Detriment. *The Town Board finds that absence of detriment to Section 9.14(9)(c) of the Town Code have been met in this case for the following reasons: The exception is consistent with the purposes of the ordinance, as this maintains the health, safety and welfare of the Town and its inhabitants, and it preserves property values; this does not adversely impact risks of fire or adversely affect access by public safety personnel and equipment or risks to public safety personnel, it does not create disturbance from one property to another whether by noise or other cause, or substantially interfere with the passage of light and air between buildings; the exception also preserves the uniform development patterns and preserves property values for the benefit of the Town.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO GRANT THE EXCEPTION AS ALLOWED IN TOWN CODE SECTION 9.14(1)(B)3, TO ALLOW BUILDING OF THE PROPOSED BOATHOUSE AS DISCUSSED IN THE FINDINGS OF FACT. MOTION CARRIED.**

- D. Consideration and possible action on approval of sanitary sewer lateral easement on Lot 17 - Plat of the addition to Crystal Spring Park (former fire station lot)

*Engineer Barbeau stated that this 6" sanitary sewer lateral easement was extended from an existing sewer that runs from Maple Rd. east/west through a portion of Lot 17 and to the North across Lot 16 to serve properties to the North of the three vacant Town properties. As Lot 18 did not have a sanitary sewer lateral, the Town determined that a lateral should be extended to that site during the demolition of the building. The lateral was installed on Lot 17's property to create an easement before proceeding with the sale. This easement was created after the offer to purchase was accepted. The buyer (Mr. Hohl) is requesting the following changes: installation of a 12' sanitary sewer lateral easement in place of the existing 20' easement and include a stipulation that the owner of Lot 18 has to pay for replacement/repairs to Lot 17's driveway if any damage is caused by having to excavate or repair the sewer.*

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

**Ninth Order of business:** Announcements and Planning Items

- A. Next Plan Commission Meeting – June 7 (Quorum of Town Board needed for Public Hearing)
- B. Next Park and Recreation Commission Meeting – June 13
- C. Next Town Board Meeting – June 14

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO ADJOURN AT 8:10 P.M.  
MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: June 14, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**June 14, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, B. Cooley

**Members Absent:** R. Troy

**Others Present:** T. Barbeau, *Town Engineer*, D. Dupies, *Park and Recreation Chairman*, 5 citizens

**First order of business:** Call to Order  
Chairman Krause 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 May 24, 2016 Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED.**  
**MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57236 - #57293 IN THE AMOUNT OF \$79,222.90**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$27,505.96**

**CHAIRMAN KRAUSE/MR. KRANICK**

**MOTION CARRIED.**

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

A. Eric J. Larson (6/6/16), Re: 2015 Wisconsin Act 391

*Chairman Krause stated that the Town needs to pay close attention to the changes referenced in Attorney Larson's letter. The recommendations listed in #9 are very good and require review of the Town Clerk and Town Engineer.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO DIRECT THE TOWN ENGINEER, TOWN CLERK AND TOWN ATTORNEY TO REVIEW THE RECOMMENDATIONS LISTED IN #9 OF THIS LETTER, SET UP A PROCEDURE TO HANDLE AND REPORT BACK TO THE TOWN BOARD. MOTION CARRIED.**

**Seventh order of business:** Unfinished Business

A. None

**Eighth order of business:** New Business

A. Request from Christian and Sabrina Quintero, N27W29900 Maple Avenue, for an exception to Section 9.14(1) of the Town of Delafield code

*Engineer Barbeau provided a summary stating that while the homeowners were putting up a shed on their existing concrete slab, the building inspector noticed they had not pulled a permit. There was a stop work order placed on the job, and Engineer Barbeau did a site visit. He discovered that the shed was too close to the lot line and requested that the homeowners hire a surveyor. In the case of a lot of record which has a lot width of less than 100 feet, the lot separation shall be 15% of the lot width, provided such separation shall not be less than seven and one-half feet. The applicants are proposing to rebuild*

a 12'x16' shed that is separated from the northerly property line by 3.9 feet. The existing slab measures 12'x28.5', and the shed will be placed in the same location.

Engineer Barbeau read a letter of support from the neighbor to the east. He stated that the neighbor to the west didn't provide information as to whether he was for or against the proposal but did not seem to be against it, as he was present when Engineer Barbeau visited the property.

The Town Board determined the following findings of fact:

1. Exceptional Circumstances – Section 9.14(9)(a) - The standard is met in this case for the following reasons:

The location of the proposed shed is in the exact same place as the previous deteriorated shed, which was removed by the owner. The owner will be using the same foundation as the previous shed. The slope of the land on this property is from north to south and has a gradient between 20% and 25%. The location of the shed is on the flattest portion of the property.

2. Preservation of Property Rights – Section 9.14(9)(b) - The standard is met in this case for the following reasons:

No garage is on the property, so storage of items normally in a garage would be kept in the shed. The proposed shed replaces an existing deteriorated shed that was beyond repair.

3. Absence of Detriment – Section 9.14(9)(c) - The standard is met in this case for the following reasons:

The proposed shed does not violate the green space requirement (60% per 9.14 (3)) of the property (lot contains approximately 72% green space when considering a right-of-way line that is 33 feet from the centerline of Maple Avenue). The exception is consistent with the purposes of the ordinance, as this maintains the health, safety and welfare of the Town and its inhabitants, and it preserves property values; this does not adversely impact risks of fire or adversely affect access by public safety personnel and equipment or risks to public safety personnel, it does not create disturbance from one property to another whether by noise or other cause, or substantially interfere with the passage of light and air between buildings; the exception also preserves the uniform development patterns and preserves property values for the benefit of the Town.

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO GRANT THE EXCEPTION BASED ON THE FINDINGS OF FACTS AND THAT THE STANDARDS ARE MET IN THIS CASE. MOTION CARRIED.**

B. Consideration and possible action to award the 2016 Town Road Paving Program contract

Engineer Barbeau stated that 3 bids were opened last Friday. Wolf Paving was the lowest bidder in the amount of \$287,712.42. His estimate for the project was \$324,918.00. As is required by State law, the Town must award the contract to the lowest responsive, responsible bidder. He recommends awarding the 2016 Road Paving Program project to the lowest bidder, Wolf Paving Corp.

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO AWARD THE 2016 TOWN ROAD PAVING PROGRAM CONTRACT TO WOLF PAVING IN THE AMOUNT OF \$287,712.42. MOTION CARRIED.**

C. Consideration and possible action on a request to rezone a parcel of land located at W297N3063 Oakwood Grove Road from A-2 Rural Home District to R-1 Residential District

Engineer Barbeau stated that Larry Rogers came before the Plan Commission last week requesting to rezone 3.95 acres of land from A-2 Rural Home District (3 acre minimum lot size) to R-1 Residential (1.5 acre minimum lot size). The lot contains one single-family residential home, and he is not proposing to split the land at this time. A public hearing was held and neighbors expressed concerns re: how this will

affect the aquifer and the existing rural nature of the area. The Plan Commission made a motion to deny the request to rezone as the rezoning and land split should take place at the same time. The land use designation for the property is Suburban I Density residential, 1.5 to 2.9 acres of land per unit. The proposed rezoning meets the Land Use Plan designation.

Richard Rogers, W297N3063 Oakwood Grove Road, stated that he loves the property and the neighbors but is not certain what the future holds. If they would have to move, they would like to rezone now, as it take 4-5 months to get the process to go through. As long as they stay on the property it would remain the same.

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO SUPPORT THE PLAN COMMISSION'S RECOMMENDATION TO DENY THE REZONING REQUEST. MOTION CARRIED.**

D. Consideration and possible action on donation to the Park and Recreation Commission

Dan Dupies stated that Pete Van Horn offered to donate painting of the shelter at Elmhurst in honor of his wife Penny. The work was completed before the Commission was aware of it. A bench has been built but not yet installed, and other improvements are also being planned. The Park and Recreation Commission would like to be made aware of all plans first. Chairman Krause stated that everyone is thankful for the donation to the Town but in order to meet the requirements of State law, we have to be aware of the projects before they are completed. Mr. Dupies requested to meet with Mr. Van Horn to review the donated improvements.

Mr. Dupies also informed the Town Board that a property owner wants to donate trees to be planted inside of the Del-Town park property because the slope on their property does not allow them to do so. This will provide a barrier for park users that not are not respecting private property and prevent the Town from having to install a fence. Chairman Krause stated that the property owner will need to provide the funds before any work begins.

Mr. Van Horn stated his request to donate money to cover the cost of painting the shelter, purchase of a bench and pad and installation of a handicapped accessible path to the picnic shelter.

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE THE DONATIONS OF MR. VAN HORN FOR PAINTING OF THE PARK SHELTER, BENCH, BENCH PAD AND HANDICAPPED ACCESSIBLE PATH IN ELMHURST PARK AS PRESENTED WITH THE UNDERSTANDING THAT FUTURE WORK WILL BE HANDLED THROUGH THE PARK AND RECREATION DEPARTMENT AS DISCUSSED THIS EVENING. MOTION CARRIED.**

E. Appointments to the Plan Commission

**MOTION MADE BY CHAIRMAN KRAUSE, SECONDED BY MR. COOLEY TO RE-APPOINT GARRETT REICH FOR ANOTHER 3-YEAR TERM. MOTION CARRIED.**

Chairman Krause introduced Kevin Fitzgerald to take over Billy Cooley's appointment. Mr. Fitzgerald is a partner and insurance lawyer with Foley & Lardner LLP, a graduate of the University of Wisconsin Law School and Marquette University. He served on the City of Delafield Plan Commission and is involved with the Smart Growth Plan.

**MOTION MADE BY CHAIRMAN KRAUSE, SECONDED BY MR. KRANICK TO APPOINT KEVIN FITZGERALD TO SERVE A 3-YEAR TERM ON THE PLAN COMMISSION. MOTION CARRIED.**

F. Request to approve renewal Alcohol Beverage "Class B" Liquor, Class "B" Beer and Soda Water Beverage License Applications for the period of July 1, 2016 through June 30, 2017, for the following:

1. *Pewaukee Yacht Club, Inc.* – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
  2. *Kims Lakeside LLC* – **MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**
  3. *Western Lakes Golf Club, Inc.* - **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
  4. *Golden Anchor* – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO TABLE TO EXPLAIN PREMISES DESCRIPTION RE: OUTSIDE COOLER. MOTION CARRIED.**
- G. Request to approve renewal Alcohol Beverage Class “B” Beer and Soda Water Beverage License Applications for the period of July 1, 2016 through June 30, 2017 for Buck Rub Outfitters, Ltd. – **MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**
- H. Request to approve renewal Soda Water License Application for the period of July 1, 2016 through June 30, 2017 for St. Anthony on the Lake – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
- I. Consideration and possible action on Operator’s License **Renewals** for the period of 7/1/16 to 6/30/18:
1. *Brittini Begale – Pewaukee Yacht Club, Inc.*
  2. *Aaron Frank – Pewaukee Yacht Club, Inc.*
  3. *John Grignon, Jr. – Pewaukee Yacht Club, Inc.*
  4. *Michael McCaffrey – Pewaukee Yacht Club, Inc.*
  5. *Timothy McCaffrey – Pewaukee Yacht Club, Inc.*
  6. *Claire Monzel – Pewaukee Yacht Club, Inc.*
  7. *Briana Schnittke – Pewaukee Yacht Club, Inc.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE OPERATOR LICENSE RENEWALS 1-7 FOR PEWAUKEE YACHT CLUB, INC. MOTION CARRIED.**

8. *John Ayer – Golden Anchor*
9. *Sarah Kasten – Golden Anchor*
10. *Dennis Stukel – Golden Anchor*
11. *Diana Stukel – Golden Anchor*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE OPERATOR LICENSE RENEWALS 8, 9, 11 FOR GOLDEN ANCHOR. MOTION CARRIED.**

12. *Marijo Burbach – Kims Lakeside LLC*
13. *Teresa Burbach – Kims Lakeside LLC*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO APPROVE OPERATOR LICENSE RENEWALS 12, 13 FOR KIMS LAKESIDE LLC. MOTION CARRIED.**

14. *Alexander Kihslinger – Buck Rub Outfitters, Ltd.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE OPERATOR LICENSE RENEWAL 14 FOR BUCK RUB OUTFITTERS, LTD. MOTION CARRIED.**

15. *Joseph Moriarty – Western Lakes Golf Club, Inc.*
16. *Leigh Ann Pochowski – Western Lakes Golf Club, Inc.*
17. *Paige Wamser – Western Lakes Golf Club, Inc.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE OPERATOR LICENSE RENEWALS 15, 16, 17 FOR WESTERN LAKES GOLF CLUB, INC. MOTION CARRIED.**

- J. Consideration and possible action on **Operator's Licenses** for the period of 7/1/16 to 6/30/18:
1. *Annette Andlar – Golden Anchor* – **MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**
  2. *Paul Randall – Golden Anchor* – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
  3. *Jason Hoelz – Western Lakes Golf Club, Inc.* – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
  4. *Marissa Iacullo – Western Lakes Golf Club, Inc.* – **MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**
  5. *Andrea Natoli – Western Lakes Golf Club, Inc.* – **MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**
  6. *Morgan Pink – Western Lakes Golf Club, Inc.* – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
  7. *Lily Pittelkow – Western Lakes Golf Club, Inc.* – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
  8. *Lisa Taylor – Western Lakes Golf Club, Inc.* – **MOTION MADE BY MR. COOLEY, SECONDED BY MR. VAN HORN TO APPROVE. MOTION CARRIED.**
  9. *Justine Wamser – Western Lakes Golf Club, Inc.* – **MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**
- K. Consideration and possible action on Alcohol Permit for birthday party on July 9 at Sports Commons Park

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Next Plan Commission Meeting - June 21
- B. Open House – Waukesha County Shoreland Zoning Update – Thursday, June 23  
6:00-8:00 p.m. – Delafield Town Hall
- C. Next Town Board Meeting – June 28
- D. Board of Review – Thursday, June 30 – 7:00 p.m.

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO ADJOURN AT 8:30 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: June 28, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**June 28, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, B. Cooley  
**Members Absent:** R. Troy  
**Others Present:** 3 citizens

**First order of business:** Call to Order  
Chairman Krause 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 June 14, 2016 Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57294 – 57295 and #57299 – 57339  
IN THE AMOUNT OF \$66,563.12**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$38,493.79**

**CHAIRMAN KRAUSE/MR. KRANICK**

**MOTION CARRIED.**

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

**Seventh order of business:**

A. Request to approve renewal Alcohol Beverage “Class B” Liquor, Class “B” Beer and Soda Water Beverage License Applications for the period of July 1, 2016 through June 30, 2017, for the Golden Anchor (tabled 6/14/16)

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

*Chairman Krause stated that the subject application was tabled due to a question regarding the “outside cooler” premises description. Chaz Hastings, President of Golden Anchor, stated that beer kegs are kept in the cooler. The cooler is attached to the establishment, has been there since existence and he made an error on the application by including “outside cooler”.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE LICENSES FOR GOLDEN ANCHOR. MOTION CARRIED.**

B. Consideration and possible action on Operator’s License **Renewal** for the period of 7/1/16 to 6/30/18:  
*Dennis Stukel – Golden Anchor*

*Chairman Krause stated that Mr. Stukel answered “no” to the questions asking if he had ever been convicted of violating any laws. His background check reflected a violation from January of*



this year. The Town takes this process very seriously and it's important to include all information on the application.

Dennis Stukel, N26W30227 Maple Avenue, stated that the reason he answered "no" is because he has not yet been convicted. He will go back to court on July 5.

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE LICENSE FOR DENNIS STUKEL CONTINGENT UPON CORRECTING THE APPLICATION. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Consideration and possible action on **Operator's Licenses** for the period of 7/1/16 to 6/30/18:

1. *Cari Gilbert – Kims Lakeside LLC*

*Cari Gilbert stated that she currently holds an operator's license in West Allis and has managed other facilities since charges were added to her record. She takes full responsibility for her actions.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. VAN HORN TO APPROVE. MR. VAN HORN – AYE, MR. KRANICK – NAY, MR. COOLEY – AYE, CHAIRMAN KRAUSE – AYE. MOTION PASSED 3-1.**

2. *Krystle Lentz – Kims Lakeside LLC*

**MOTION MADE MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**

3. *Kathryn Skelton – Western Lakes Golf Club, Inc.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

4. *Julie Borchardt – Western Lakes Golf Club, Inc.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO APPROVE. MOTION CARRIED.**

B. Consideration and possible action on Operator's License **Renewals** for the period of 7/1/16 to 6/30/18:

1. *Jacqueline Behling – Kim's Lakeside LLC*

**MOTION MADE MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**

2. *Robert Elliott – Western Lakes Golf club, Inc.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

3. *Clark Jester – Kim's Lakeside LLC*

**MOTION MADE MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE. MOTION CARRIED.**

4. *Halle Grove – Western Lakes Golf Club, Inc.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO APPROVE. MOTION CARRIED.**

- B. Discussion and possible action on a Resolution to apply for a DNR grant to help develop North Shore Park

*Mr. Kranick stated that the Park and Recreation Commission is looking to apply to offset some costs to develop North Shore Park.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE A RESOLUTION FOR A DNR GRANT TO HELP DEVELOP NORTH SHORE PARK. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Next Park and Recreation Commission Meeting – July 11
- B. Next Town Board Meeting – July 12
- C. Next Plan Commission Meeting – August 2
- D. Partisan Primary – August 9

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADJOURN AT 7:20 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: July 12, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**CLOSED SESSION**  
**July 12, 2016**

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

**Others Present:** V. Anderson, Arenz, Molter, Macy, Riffle & Larson

*Chairman Krause called the meeting to order at 6:30 p.m. and read the Closed Session notice.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO GO INTO CLOSED SESSION. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. COOLEY – AYE, MR. TROY – AYE, CHAIRMAN KRAUSE – AYE. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO GO INTO OPEN SESSION. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. COOLEY – AYE, MR. TROY – AYE, CHAIRMAN KRAUSE – AYE. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO AUTHORIZE TOWN LEGAL COUNSEL TO PREPARE A SETTLEMENT ARRANGEMENT WITH ATTORNEY SHAW PROVIDING FOR THE PREPARATION OF THE SUMMONS AND COMPLAINT TO WHICH ATTORNEY SHAW AND HIS CLIENT WOULD ADMIT SERVICE, ADMIT THE ALLEGATIONS AND AGREE THAT WITHIN 30 DAYS OF THE DATE OF THE FILING OF THE SUMMONS AND COMPLAINT THE PROPERTY WOULD BE RAZED OR THE TOWN COULD MOVE THE COURT FOR AN ORDER TO USE SELF HELP TO RAZE THE PROPERTY. IF IT GOES TO THAT POINT, THE TOWN WOULD RECOUP NOT ONLY THE COST OF THE RAZING BUT ALL THEIR ATTORNEY FEES INCURRED FROM THE PREPARATION OF THE SUMMONS AND COMPLAINT TO CONCLUSION. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADJOURN AT 6:50 P.M. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. COOLEY – AYE, MR. TROY – AYE, CHAIRMAN KRAUSE – AYE. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: July 26, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**July 12, 2016**

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

**Others Present:** P. Kozlowski, *Fire Chief*, A. Mraz, *Fire Department*, 5 citizens

**First order of business:** Call to Order  
Chairman Krause 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 June 28, 2016 Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED.**  
**MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57340 – 57374 IN THE AMOUNT OF \$76,891.51**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$27,209.09**

**CHAIRMAN KRAUSE/MR. KRANICK**

**MOTION CARRIED.**

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

A. None

**Seventh order of business:** Unfinished Business

A. Consideration and possible action concerning the grant of an easement across Lot 17, in Block A, of the Addition to Crystal Spring Park, known as part of W304 N2455 Maple Avenue in the Town of Delafield (tabled 5/24/16), and to approve any remaining issues in the sale of such lot

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

*Chairman Krause stated the need to discuss the granting of the sanitary sewer lateral easement across the front of Lot 17 (which fronts Maple Avenue) so that the potential owner of Lot 18 can get access and if there is a problem with his lateral, it can be fixed. Attorney Anderson stated that the Town Engineer has reviewed this in length, approved it and Attorney Larson has recommended approval.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO APPROVE THE SANITARY SEWER LATERAL EASEMENT ACROSS LOT 17, BLOCK A, OF THE ADDITION TO CRYSTAL SPRING PARK. MOTION CARRIED.**

*The other issue that needs to be addressed is the resolution that authorizes Chairman Krause to conclude the sale of the property, execute the lateral easement document that was just approved and to execute a warranty deed.*

*Attorney Anderson stated that to complete the transaction, there will be an amendment to the contract for sale (basically extending the closing date), the execution of the warranty deed that would convey title, execution of the sanitary sewer lateral easement that would effectively grant the easement before the*

sale all of which would then be recorded at the time of the closing of the sale as well as the closing documents.

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADOPT THE RESOLUTION CONCERNING CONVEYANCE OF LOT 17, CRYSTAL SPRINGS PARK. MOTION CARRIED.**

**Eighth order of business:** New Business

- A. Discussion and possible action on purchase of rubber flooring for the workout room in the Fire Department mezzanine

*Chief Kozlowski stated that the existing health and wellness equipment sits on concrete flooring. In order to help protect the floor, eliminate noise issues and allow for the opportunity to do floor exercises, he is proposing to purchase interlocking, 3/8" thick rubber flooring in the amount of \$3,366.62. The fire department will install it. He is requesting to use funds from the fire department donation account.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO GRANT THE FIRE DEPARTMENT REQUEST FOR RUBBER FLOORING IN THE AMOUNT OF \$3,366.62 TO COME OUT OF THEIR DONATION ACCOUNT. MOTION CARRIED.**

- B. Consideration and possible action on a request from Jon Spheeris, agent for Ernestina Cousland Life Trust, owner, to permit two lots with access only to a private drive in the Hunt Club Farms subdivision proposed for the Cousland property located at S1 W33857 Abitz Road

*Chairman Krause stated that the Town typically does not like to have a private drive serving two lots, but the Plan Commission has unanimously approved the plat to include the same.*

*Mr. Spheeris stated that the reason for this request is if they were to put in a 66' road right-of-way, it would destroy the aesthetics and rural integrity of the area. There will still be a road going through the proposed subdivision with 2 cul-de-sacs.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ACCEPT THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE THE CREATION OF 2 LOTS (IDENTIFIED AS 7&8) TO HAVE ACCESS TO THE PRIVATE DRIVE. MOTION CARRIED.**

- C. Consideration and possible action on Chicken License Application for Jay Abts, W330 N539 Highway C

*Chairman Krause stated that Engineer Barbeau recommends conditional approval of the license pending removal of one chicken.*

*Mr. Kranick stated that the Town Code allows for only 8 chickens, and he is proposing that this be revisited.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO CONDITIONALLY APPROVE THE CHICKEN LICENSE FOR JAY ABTS PENDING CONFIRMATION FROM THE TOWN ENGINEER THAT THERE ARE ONLY EIGHT CHICKENS ON SITE. MOTION CARRIED.**

- D. Consideration and possible action on Just Fix It Wisconsin Transportation Resolution

*Mr. Kranick stated that the Legislature and Governor are having problems funding roads. They have been cutting our aids and the roads are deteriorating. The Just Fix It Resolution was a big push at the State Convention for the Towns Association last year. It is an attempt to raise awareness on the importance of how the interstate, state and local road systems play a vital role in the economy of*

*Wisconsin and must be maintained in order for our economy to grow. It's important to show that we are backing the rest of the towns.*

*Chairman Krause stated that the resolution has created attention to the problem and we want our legislators to do something.*

*Mr. Troy expressed concerns that the resolution is going to be perceived as confrontational rather than a nice, helpful suggestion. He would like to sit down with State Representative Duchow, as she will receive a copy of the signed resolution and also see what other municipalities have done to address the matter.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO PASS AND ADOPT THIS RESOLUTION. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. COOLEY – NAY, MR. TROY – NAY, CHAIRMAN KRAUSE – AYE. MOTION PASSED 3-2.**

E. Consideration and possible action on Operator License of 7/1/16 to 6/30/18:

1. Jason San Miguel – Kim's Lakeside LLC

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE THE OPERATOR LICENSE FOR JASON SAN MIGUEL – KIM'S LAKESIDE LLC. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Next Town Board Meeting – July 26
- B. Next Plan Commission Meeting – August 2
- C. Next Park and Recreation Commission Meeting – August 3
- D. Partisan Primary – August 9

**Tenth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADJOURN AT 7:30 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: July 26, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**July 26, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, B. Cooley

**Members Absent:** R. Troy

**Others Present:** E. Larson, *Town Attorney*, T. Barbeau, *Town Engineer*, D. Roberts, *Highway Superintendent*, J. Formea, *Fire Department*, 6 citizens

**First order of business:** Call to Order  
Chairman Krause called the meeting to order at 7:03 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 July 12, 2016 Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE BOTH SETS OF MINUTES WITH ONE CORRECTION TO THE CLOSED SESSION MINUTES. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57384 – 57418 IN THE AMOUNT OF \$32,709.00**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$41,618.90**

**MR. COOLEY/MR. KRANICK**

**MOTION CARRIED.**

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

A. None

**Seventh order of business:** Unfinished Business

A. Discussion and possible action concerning possible transfer of ownership, maintenance, repair, responsibility for costs of the same, and necessary legal actions, for Alley 2 and Alley 3 of Johnsons Park Subdivision.

*Chairman Krause stated that all resolutions that are on the agenda were addressed in the past. The first time was April 14, 2015, and the Town Board tabled the issue in anticipation of discussions taking place amongst the neighbors re: privatization. The matter was taken up again on July 28, 2015, so this has been discussed and re-discussed in open and private meeting settings.*

*Attorney Larson provided an overview stating that the resolution of necessity and relocation (referenced as Item 7B) allows for temporary construction easements. If the Town is going to be responsible for maintenance of the alleys, there is not sufficient room to get into the area with the necessary equipment. If we are going forward with the understanding that the alleys will be the Town's responsibility, each alley needs a turnaround for snowplowing equipment and snow storage. The resolution commences a proceeding for acquisition of land for the required turnaround areas. The assessment resolutions (referenced as Items 7C and 7D) include costs of acquiring the land and making the improvements in the areas to the benefitted properties. Item 7A is to written very broadly to give those interested in speaking to the issue the opportunity to speak to all issues, including these accesses. If the neighbors would decide to go private, we would need court approval. There would need to be 100% participation from all property owners and would also require Town Board approval. Attorney Larson stated that he has a petition available for signature, but he is not aware of how the court will handle it.*

*Jim Ferrell, N27W30076 Maple Avenue, stated that since there are new board members, the history is not here. A newer board member that was unable to attend this evening requested that the meeting be put off for two weeks and was denied. This issue was left with the understanding that the town engineer was supposed to get back to the neighbors on the specifications of the construction/assessments and did not. This is grossly unfair, as the neighbors do not know what they are signing because they do not know what the engineering specifications are. This is wrong, as it was placed on an agenda without necessary information. He is of the opinion that the neighbors have worked very hard to get information.*

*Mr. Cooley stated that the resolutions that are on the agenda are the start of the process and direct the engineer to do what needs to be done and come up with a price.*

*Sue Welch, N27W30080 Maple Avenue, stated that she received a call from Supervisor Troy informing her of his request to postpone this matter for two weeks or to have the opportunity to conference in, but was denied. He informed Ms. Welch of the importance of all elected board members involvement in this matter. He made every effort, but was overruled. She owns Lots 7&8 and is being asked to privatize two roads or be assessed for two roads. She read a letter into the record and will submit it to the clerk. She stated that the neighbors have been waiting since April for the specs for quality roads. She would like the board members to continue discussing this issue and reimburse the neighbors for the 26 years that they have maintained the driveway.*

*Jonathan Walter, N27W30028 Maple Ave., is the owner of lot 2. He stated that this situation has caused a burden on his property. It continues to get worse and continues to get eroded away. The Hornick property is a problem without the town road being put in properly. There is not a deeded easement at this point. He would like to get his front yard back. He has a major concern with privatizing because of constant wash out of the area. What are the neighbors getting if they privatize? What land is needed to get an easement to the Hornick property?*

*Ed Welch, N27W30080 Maple Ave., has lived in the area for 27 years. He stated that the neighbors would like to decide, but they don't know what they are deciding on. They need details. He would like to ask the Board if there has been research done on costs, how much of his yard will disappear and how much will his taxes go up. Would the Town Board present options/details in writing to the neighbors for consideration?*

*Jim Smerz, N27W30020 Maple Ave., is the owner of Lot 3. He stated that everyone has a different point of view but some don't have the background on this issue as they haven't heard or seen what has developed. He doesn't trust certain people in this room. Wisconsin Statutes state that the town is liable for their own roads. If the town tries to assess him, he will take them to court. He doesn't understand why they are being singled out.*

*Attorney Larson stated that he prepared a document for privatizing and copies were distributed to the neighbors.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE PETITION TO VACATE THE PUBLIC ALLEYS AND AUTHORIZE THE TOWN CHAIRMAN TO SIGN AND EXECUTE THE DOCUMENT ONLY IF 100% OF THE RESIDENTS AGREE TO COMMENCE LEGAL PROCEEDINGS BY NO LATER THAN NOON ON SEPTEMBER 9. MOTION CARRIED.**

B. Discussion and possible action on Resolution of Necessity and Relocation Order of the Town of Delafield, Waukesha County, Wisconsin

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE RESOLUTION OF NECESSITY AND RELOCATION ORDER OF THE TOWN OF DELAFIELD, WAUKESHA**



COUNTY, WISCONSIN, SUBJECT TO THE TOWN ENGINEER PROVIDING THE FINAL EXHIBITS.  
**MOTION CARRIED.**

- C. Discussion and possible action on Resolution Declaring Intent to Exercise Police Power Authority for Special Assessment, Alley 2, Johnsons Park Subdivision

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE THE RESOLUTION DECLARING INTENT TO EXERCISE POLICE POWER AUTHORITY FOR SPECIAL ASSESSMENT, ALLEY 2, JOHNSONS PARK SUBDIVISION. MOTION CARRIED.**

- D. Discussion and possible action on Resolution Declaring Intent to Exercise Police Power Authority for Special Assessment, Alley 3, Johnsons Park Subdivision

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE RESOLUTION DECLARING INTENT TO EXERCISE POLICE POWER AUTHORITY FOR SPECIAL ASSESSMENT, ALLEY 3, JOHNSONS PARK SUBDIVISION. MOTION CARRIED.**

**Eighth order of business:** New Business

- A. Discussion and possible action on a request by Julie Stouffer and Alice Rouleau for the flagpole plaque at the old town hall

*Chairman Krause stated that Julie and Alice are daughters of a former town clerk and former highway superintendent. Their mother was honored for her years of service with a plaque that was installed at the old town hall. They are interested in obtaining the plaque to be used as a family memento.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO HONOR THE REQUEST OF JULIE STOFFER AND ALICE ROULEAU FOR THE FLAGPOLE PLAQUE AT THE OLD TOWN HALL AND RETURN IT TO THE FAMILY. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. WI Towns Association, Waukesha County Unit – July 27 – Brookfield Town Hall
- B. Next Plan Commission Meeting – August 2
- C. Next Park and Recreation Commission Meeting – August 3
- D. Partisan Primary – August 9
- E. Next Town Board Meeting – August 10

**Tenth order of business:** Adjournment

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

Respectfully submitted,

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

Minutes approved on: August 10, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**August 2, 2016**

**Members Present:** L. Krause, E. Kranick, B. Cooley

**Others Present:** T. Barbeau, *Town Engineer, 1 citizen*

**First order of business:** Call to Order  
Chairman Krause called the meeting to order at 8:12 p.m.

**Second order of business:** Pledge of Allegiance

**Third order of business:** New Business

- A. Mary Gram, N22 W29150 Elmhurst Drive  
Re: Consideration and possible action on a Certified Survey Map to combine two properties into one property at N22 W29150 Elmhurst Drive

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY, TO APPROVE THE CERTIFIED SURVEY MAP FOR MARY GRAM TO COMBINE TWO PROPERTIES INTO ONE PROPERTY AT N22 W29150 ELMHURST DRIVE AS RECOMMENDED BY THE PLAN COMMISSION.  
MOTION CARRIED.**

**Fourth order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY, TO ADJOURN AT 8:18 P.M.  
MOTION CARRIED.**

Respectfully submitted,

Lauren Beale  
Deputy Clerk/Treasurer

Minutes approved on: August 10, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**August 10, 2016**

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

**Others Present:** E. Larson, *Town Attorney*, J. Siepmann, *Siepmann Realty*

**First order of business:** Call to Order  
Chairman Krause 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 July 26, 2016 and August 2, 2016, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE ALL MINUTES AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57419, #54723 – 57467 AND #57469 - #57474 IN THE AMOUNT OF \$112,980.21**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$27,208.44**

**CHAIRMAN KRAUSE/MR. KRANICK**

**MOTION CARRIED.**

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

A. Andrew Shaw (8/2/16), Re: Town of Delafield v. Audrey Sindic

*Attorney Larson stated that he was informed by Attorney Anderson that the subject stipulation will be signed as indicated by Mr. Shaw. He believes that this will proceed along the lines that were discussed and identified in the subject letter.*

**Seventh order of business:** Unfinished Business

A. None

**Eighth order of business:** New Business

A. Consideration and possible action on a special assessment policy

*Chairman Krause stated that this policy is a guiding principal with respect to special assessments.*

*Attorney Larson stated that the Town has the ability to assess. The Town needs to treat situations in a consistent manner. The preamble describes the basis for the distinctions that separate one class of public road improvements from other classes of public road improvements. If the Town is doing a "full blown" road project, in this case a driveway, this will be assessed. The policy lays out, if designated as a public road, how the Town will call it a driveway.*

*Mr. Troy stated that the policy is well written, but he would feel more comfortable if research was done on how other municipalities handle this issue. He expressed concerns re: other roads that are listed on the inventory list.*

Mr. Kranick expressed concerns re: roads that are listed on the road inventory being protected by a future Board.

Attorney Larson stated that the following verbiage could be added in this regard, "If the abutting owners have previously been assessed or paid for the road through a mill tax, they will not be assessed again."

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO TABLE ACTION ON ESTABLISHING A SPECIAL ASSESSMENT POLICY TO THE NEXT REGULARLY SCHEDULED TOWN BOARD MEETING. MOTION CARRIED.**

B. Consideration and possible action on a request to repaint the highway department garage

C. Consideration and possible action on the potential purchase of a used highway department truck

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO TABLE ITEMS 8B AND 8C UNTIL THE NEXT MEETING AND REQUEST THAT DON ROBERTS BE IN ATTENDANCE. MOTION CARRIED.**

D. Consideration and possible action on Operator License for the period of 7/1/16 to 6/30/18:  
*Elliot Nesheim – Golden Anchor*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE THE FERMENTED MALT BEVERAGE AND INTOXICATING LIQUOR LICENSE APPLICATION FOR ELLIOT NESHEIM, GOLDEN ANCHOR. MR. KRANICK – AYE, MR. VAN HORN – NAY, MR. TROY – NAY, MR. COOLEY – AYE, CHAIRMAN KRAUSE – AYE, MOTION PASSED 3-2.**

**Ninth Order of business:** Announcements and Planning Items

A. Next Town Board Meeting – Monday, August 22 (PLEASE NOTE CHANGE IN DATE)

B. Next Plan Commission Meeting – September 6

C. Budget Workshop – Wednesday, September 21 – 6:30 p.m.

**Tenth Order of business:** PLEASE TAKE NOTICE that on Wednesday, August 10, 2016, upon motion duly made, seconded and adopted by roll call vote, the Town of Delafield Town Board will convene in closed session to consider the following: To deliberate or negotiate the purchase of public properties, the investment of public funds, or to conduct other specified public business, whenever competitive or bargaining reasons require a closed session as authorized under §19.85(1)(e), Wis. Stats., more particularly to consider sales price, possible offer to purchase and issues that may impact upon sale concerning the old Town Fire Station property; and, Pursuant to authorization conferred by Section 19.85(1)(c), Wisconsin Statutes, to consider employment, promotion, compensation or employment evaluation data of any public employee over which the Town Board has jurisdiction or exercises responsibility, more specifically concerning the Deputy Clerk/Treasurer. Participating in the closed session will be the Town Board and Town Clerk. Following the closed session, the Town Board may convene into open session and take action on the matters discussed in closed session.

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO GO INTO CLOSED SESSION. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. TROY – AYE, MR. COOLEY – AYE, CHAIRMAN KRAUSE – AYE. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ADJOURN INTO OPEN SESSION. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. TROY – AYE, MR. COOLEY – AYE, CHAIRMAN KRAUSE – AYE. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADOPT A RESOLUTION CONCERNING CONVEYANCE OF LOT 16, CRYSTAL SPRINGS PARK, WHICH IS A PORTION OF THE FORMER TOWN OF DELAFIELD FIRE STATION PROPERTY, TO DALE DARLING AND COURTNEY DARLING, THE TERMS AND CONDITIONS OF THE SALE HAVING BEEN AGREED UPON PREVIOUSLY, AND THE TOWN HEREBY INTENDS TO DOCUMENTS ITS INTENTIONS. THE TOWN CHAIRMAN, LAWRENCE G. KRAUSE, IS HEREBY AUTHORIZED AND DIRECTED TO SIGN THE COUNTER OFFER IN THE AMOUNT OF \$94,700 AND ENTER THE PURCHASE AGREEMENT CONCERNING THE ABOVE-NOTED PROPERTY. CHAIRMAN KRAUSE IS AUTHORIZED AND DIRECTED TO EXECUTE A WARRANTY DEED IN A FORM APPROVED BY THE TOWN ATTORNEY TO CONVEY LOT 16 TO DALE DARLING AND COURTNEY DARLING. MOTION CARRIED.**

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO INCREASE THE DEPUTY CLERK/TREASURER WAGE BY \$1.00/HOUR. MOTION CARRIED.**

**Eleventh order of business:** Adjournment

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO ADJOURN AT 7:47 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: August 22, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**August 22, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, B. Cooley

**Members Absent:** R. Troy

**Others Present:** E. Larson, *Town Attorney*, D. Roberts, *Highway Superintendent*

**First order of business:** Call to Order  
Chairman Krause 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 August 10, 2016, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED.**  
**MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57506 – #57540 IN THE AMOUNT OF \$285,321.34**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$42,044.76**

**CHAIRMAN KRAUSE/MR. KRANICK**

**MOTION CARRIED.**

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

A. None

**Seventh order of business:** Unfinished Business

A. Consideration and possible action on a special assessment policy (tabled 8/10/16)

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

*Mr. Kranick stated that this is a good solid document to refer back to if the Town needs to assess residents in the future.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO ADOPT THE RESOLUTION TO ESTABLISH A SPECIAL ASSESSMENT POLICY FOR THE TOWN OF DELAFIELD. MOTION CARRIED.**

B. Consideration and possible action on a request to repaint the highway department garage (tabled 8/10/16)

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

*Mr. Cooley stated that the garage could use a “freshening up”. He will be meeting with Don Roberts this week re: the 2017 budget, and they will discuss the repainting issue. Mr. Roberts confirmed that he will not have funds in his budget to complete the project this year.*

*Mr. Van Horn stated that the building has not been painted since it was built in 1990, and he is of the opinion that it should be painted this year. It should cost less than \$10,000 to complete the work.*

*The general consensus of the Board is to discuss this issue at the budget workshop on September 21<sup>st</sup>.*

C. Consideration and possible action on the potential purchase of a used highway department truck (tabled 8/10/16)

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

*Mr. Roberts stated that the City of Pewaukee is selling a 2007, 5-yard plow truck with 28,000 miles for \$40,000. It would replace a 1997 plow truck and would definitely suit the needs of the Town. Last year, \$25,000 was set aside in the replacement fund for a future purchase of a truck. His first choice would be to purchase the 5-yard truck, but the City of Pewaukee is also selling a 2007, 1-ton plow truck with 32,000 miles for \$30,000. He requested approval to use the \$25,000 and place a bid on the 1-ton truck.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. COOLEY TO SPEND UP TO \$40,000 TO MAKE AN OFFER TO THE CITY OF PEWAUKEE TO BUY THE USED TRUCK. MR. VAN HORN – AYE, MR. KRANICK – NAY, MR. COOLEY – AYE, CHAIRMAN KRAUSE – NAY. MOTION FAILED.**

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO PLACE A BID ON THE 1-TON TRUCK BEING SOLD BY THE CITY OF PEWAUKEE AND AUTHORIZE DON ROBERTS TO SPEND UP TO \$25,000. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Consideration and possible action on Alcohol Permit for an event to be held at the Sports Commons on September 17, 2016

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AN ALCOHOL PERMIT FOR THE FAMILY PICNIC BEING HELD BY ELIZABETH AND CLARENCE FENNER ON SEPTEMBER 17. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

A. Next Plan Commission Meeting – September 6

B. Next Park and Recreation Commission Meeting – September 12

C. Next Town Board Meeting – September 13

D. Budget Workshop – Wednesday, September 21 – 6:30 p.m. – Town Hall

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO ADJOURN AT 7:32 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: September 13, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING  
CLOSED SESSION  
September 13, 2016**

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

**Others Present:** J. Siepmann, *Siepmann Realty*

*Chairman Krause called the meeting to order at 6:30 p.m. The clerk read the Closed Session notice.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO GO INTO CLOSED SESSION. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. TROY – AYE, MR. COOLEY – AYE, CHAIRMAN KRAUSE – AYE. MOTION CARRIED.**

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. VAN HORN TO CONVENE IN OPEN SESSION. MR. VAN HORN – AYE, MR. KRANICK – AYE, MR. TROY – AYE, MR. COOLEY – AYE, CHAIRMAN KRAUSE – AYE. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: September 27, 2016



**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**September 13, 2016**

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

**Others Present:** T. Barbeau, *Town Engineer*, J. Siepmann, *Siepmann Realty*, 1 citizen

**First order of business:** Call to Order  
Chairman Krause called the meeting to order at 7:08 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 August 22, 2016, Town Board Minutes  
**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE AS PRESENTED.**  
**MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57541 – #57592 IN THE AMOUNT OF \$80,996.45**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$26,609.18**

**MR. TROY/MR. KRANICK**

**MOTION CARRIED.**

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

A. None

**Seventh order of business:** Unfinished Business

A. None

**Eighth order of business:** New Business

A. Consideration and possible action regarding possible offers to purchase on lot 18, Crystal Springs Park (the old Town Fire Station property)

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. COOLEY TO ALLOW CHAIRMAN KRAUSE TO ACCEPT THE OFFER FROM JOHN AND NANCY KREIL IN THE AMOUNT OF \$91,900 ON LOT 18, CRYSTAL SPRINGS PARK, AS IT STANDS. MOTION CARRIED.**

**MOTION MADE BY MR. TROY, SECONDED BY MR. VAN HORN TO ADOPT A RESOLUTION TO ALLOW CHAIRMAN KRAUSE TO SIGN THE OFFER TO PURCHASE AND ENTER THE PURCHASE AGREEMENT CONCERNING THE ABOVE-NOTED PROPERTY, IN A FORM APPROVED BY THE TOWN ATTORNEY; AND, EXECUTE A WARRANTY DEED IN A FORM APPROVED BY THE TOWN ATTORNEY TO CONVEY LOT 18 TO JOHN AND NANCY KREIL. MOTION CARRIED.**

B. Request from Alan and Karen Olson, N11W28760 Northview Road, for an exception to Section 9.14 of the Town of Delafield code

*Engineer Barbeau stated that the subject property is located on the far west end of Glen Cove Road, just before you get to the cul-de-sac. It is the last vacant parcel on the road. Mr. and Mrs. Olsen are requesting an exception or modification pursuant to Section 9.14(9) of the Town Code, from the lot line*

*separation requirements of the Town Code. Section 9.14(1)(b)(1) of the Town Code requires that no building or structure is closer than 20 feet to any other structure on the adjacent lot measured from the outward-most points of the two structures. Section 9.14(1)(b)(2) of the Town Code requires that principle buildings must be located at least 15 feet from the lot line or in the case of a lot of record, which has a lot width of less than 100 feet, the lot separation shall be 15% of the lot width, provided, however, that such separation shall not be less than 7 and one-half feet. Mr. and Mrs. Olsen seek to build a home that is separated from its outward-most points by 14.67 feet from the house to the east and 17.83 feet from the house to the west. The lot separation from the east and west lot lines is 7.0 feet each.*

**MR. TROY MOVED, SECONDED BY MR. COOLEY TO APPROVE THAT EXCEPTIONAL CIRCUMSTANCES ARE MET IN THIS CASE FOR THE FOLLOWING REASONS: 1. THE BUILDING FOOTPRINT IS LIMITED BY THE FRONT SETBACK SET BY WAUKESHA COUNTY, A 50-FOOT SETBACK FROM EXISTING WETLANDS IN THE REAR OF THE PROPERTY AND SEPARATION BETWEEN BUILDINGS REQUIRED IN THE TOWN CODE OF 7.5 FEET ON EACH SIDE. THE RESULTING BUILDING FOOTPRINT AREA IS 36' X 50' (1,800 SQUARE FEET). REMOVING THE SPACE SET ASIDE FOR A GARAGE (767 SQUARE FEET), THE REMAINING AREA FOR THE FIRST FLOOR OF THE HOUSE IS 1033 SQUARE FEET ON THE FIRST LEVEL. 2. STRICT ADHERENCE TO THE BUILDING SEPARATION REQUIREMENT OF 20 FEET WOULD RESULT IN THE WIDTH OF THE BUILDING ENVELOPE TO BE 28.51 FEET, WHICH RESULTS IN AN UNDERSIRABLE HOUSE WIDTH. MOTION CARRIED.**

**MR. TROY MOVED, SECONDED BY MR. KRANICK TO APPROVE THAT PRESERVATION OF PROPERTY RIGHTS IS MET IN THIS CASE FOR THE FOLLOWING REASONS: 1. THE LOT IS ZONED FOR A SINGLE FAMILY RESIDENCE. THE PROPERTY OWNERS ARE EXERCISING THEIR RIGHT TO USE THE PROPERTY AS PERMITTED AND BUILD A REASONABLY SIZED HOME ON THE SITE. 2. THE NEW CONSTRUCTION WILL ADD VALUE TO THE NEIGHBORHOOD. MOTION CARRIED.**

**MR. TROY MOVED, SECONDED BY MR. KRANICK TO APPROVE THAT ABSENCE OF DETRIMENT IS MET IN THIS CASE FOR THE FOLLOWING REASONS: 1. THE EXCEPTION IS CONSISTENT WITH THE PURPOSES OF THE ORDINANCE, AS THIS MAINTAINS THE HEALTH, SAFETY AND WELFARE OF THE TOWN AND ITS INHABITANTS, AND IT PRESERVES PROPERTY VALUES; THIS DOES NOT ADVERSELY IMPACT RISKS OF FIRE OR ADVERSELY AFFECT ACCESS BY PUBLIC SAFETY PERSONNEL AND EQUIPMENT OR RISKS TO PUBLIC SAFETY PERSONNEL, IT DOES NOT CREATE DISTURBANCE FROM ONE PROPERTY TO ANOTHER WHETHER BY NOISE OR OTHER CAUSE, OR SUBSTANTIALLY INTERFERE WITH THE PASSAGE OF LIGHT AND AIR BETWEEN BUILDINGS; THE EXCEPTION ALSO PRESERVES THE UNIFORM DEVELOPMENT PATTERNS AND PRESERVES PROPERTY VALUES FOR THE BENEFIT OF THE TOWN. 2. THE CONSTRUCTION OF A NEW SINGLE FAMILY HOUSE WILL NOT BE A DETRIMENT TO NEIGHBORING HOMES. MOTION CARRIED.**

**BASED UPON THE FOREGOING, THE APPLICANT'S REQUEST FOR AN EXCEPTION OR MODIFICATION IS GRANTED.**

C. Discussion and possible action on Plan Commission's recommendation to approve a Certified Survey Map to combine two properties into one property at W282N3398 Taylors Woods Road

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ACCEPT THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE A CERTIFIED SURVEY MAP TO COMBINE TWO PROPERTIES INTO ONE PROPERTY AT W282N3398 TAYLORS WOODS ROAD. MOTION CARRIED.**

- D. Discussion and possible action on Plan Commission's recommendation to approve a Certified Survey Map to combine two properties into one property at N20W29857 Glen Cove Road

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ACCEPT THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE A CERTIFIED SURVEY MAP TO COMBINE TWO PROPERTIES INTO ONE PROPERTY AT N20W29857 GLEN COVE ROAD. MOTION CARRIED.**

- E. Discussion and possible action on maintenance and replacement of plantings around new Town Hall/Fire Station

*Mr. Van Horn stated that we have dead plantings on site, and the fire chief has informed him that the contractor is not responding to our request to replace them. We need to complete this outstanding issue. Mr. Troy stated that he and Mr. Van Horn met with the fire chief last month and were of the understanding that the contractor would resolve all planting and drainage issues.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO TABLE AND REQUEST THAT THE FIRE CHIEF ATTEND THE NEXT MEETING IN TWO WEEKS. MOTION CARRIED.**

- F. Discussion and possible action – North Shore Park project update

*Engineer Barbeau stated that the contractor will start the curbing project next week and is estimating completion of the work in three weeks.*

*Mr. Kranick stated that the Park and Recreation Commission would like to plant trees and is requesting to allocate \$24,500 of the remaining budget to do so. He provided a sketch and quote of a proposed sign.*

**MOTION MADE BY CHAIRMAN KRAUSE, SECONDED BY MR. KRANICK TO AUTHORIZE THE PARK AND RECREATION COMMISSION TO SPEND UP TO \$24,500 FOR TREES AND PLANTINGS. MOTION CARRIED.**

- G. Consideration and possible action on Operator License for the period of 7/1/16 to 6/30/18:  
*Joseph Helker – Kim's Lakeside*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

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

- I. Consideration and possible action on Alcohol Permit for neighborhood picnic on September 18<sup>th</sup> at the Sports Commons Park

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AN ALCOHOL PERMIT FOR A NEIGHBORHOOD PICNIC ON SEPTEMBER 18 AT THE SPORTS COMMONS PARK. MOTION CARRIED.**

- H. Set additional budget workshop dates

*The following additional budget workshop dates were set:  
Thursday, October 6 – 6:30 p.m.  
Wednesday, October 12 – 6:30 p.m.*

**Ninth Order of business:** Announcements and Planning Items

- A. Next Plan Commission Meeting – September 6
- B. Next Park and Recreation Commission Meeting – September 12
- C. Next Town Board Meeting – September 13
- D. Budget Workshop – Wednesday, September 21 – 6:30 p.m. – Town Hall

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. TROY TO ADJOURN AT 7:51 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: September 27, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**September 27, 2016**

**Members Present:** L. Krause, E. Kranick, R. Troy, B. Cooley

**Members Absent:** P. Van Horn

**First order of business:** Call to Order  
Chairman Krause called the meeting to order at 7:35 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 September 13, 2016, Town Board Minutes  
**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE AS PREPARED 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 2016 budget

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO AMEND THE 2016 BUDGET FOR THE PURCHASE OF TWO TRUCKS FOR THE HIGHWAY DEPARTMENT, ONE OF WHICH WAS FINANCED BY FUNDS PREVIOUSLY SET ASIDE IN THE REPLACEMENT FUND, BY INCREASING THE FOLLOWING ACCOUNTS: 10-53310-810, HIGHWAY OPERATIONS – CAPITAL EQUIPMENT, IN THE AMOUNT OF \$65,000, 10-49222 – TRANSFER FROM EQUIPMENT REPLACEMENT FUND, IN THE AMOUNT OF \$25,000, 22-59200 – TRANSFER TO GENERAL FUND, IN THE AMOUNT OF \$25,000. IN ADDITION, TO AMEND THE 2016 BUDGET FOR THE TRANSFER OF THE REMAINING SURPLUS IN THE CAPITAL PROJECTS FUND TO THE GENERAL FUND BY INCREASE THE FOLLOWING ACCOUNTS: 10-49400 – TRANSFER FROM CAPITAL PROJECTS FUND, IN THE AMOUNT OF \$97,280 AND 40-59200-740 – TRANSFER TO GENERAL FUND, IN THE AMOUNT OF \$97,280. MOTION CARRIED.**

B. 1) Accounts payable; 2) Payroll  
Accounts Payable  
**MOVED TO APPROVE PAYMENT OF CHECKS #57595 – #57627 IN THE AMOUNT OF \$95,688.90**  
Payroll  
**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$38,941.44**

**MR. TROY/MR. COOLEY**

**MOTION CARRIED.**

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

**Seventh order of business:** Unfinished Business  
A. Discussion and possible action on maintenance and replacement of plantings around new Town Hall/Fire Station (tabled 9/13/16)

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

*Mr. Troy stated that he met with the Fire Chief regarding this issue. Chief Kozlowski has contacted the contractor on numerous occasions requesting that the plantings be replaced. As he has not received a response, Mr. Troy is of the opinion that there is nothing we can do at this point.*

*Mr. Krause stated that the tree located in front of the fire station is dead, but the fire chief did not want the tree to begin with. The plantings on the town hall level are not a true serious issue.*

*There was no further action taken.*

**Eighth order of business:** New Business

A. None

**Ninth Order of business:** Announcements and Planning Items

- A. Next Plan Commission Meeting – October 4
- B. Next Budget Workshop – Thursday, October 6 – 6:30 p.m.
- C. Next Park and Recreation Commission Meeting – October 10
- D. Next Budget Workshop – Wednesday, October 12 (if needed)
- E. Senator Chris Kapenga – Wednesday, October 19 – 6:30 to 8:00 p.m.
- F. Turnout for Transportation Meeting – Thursday, September 29 – 7:00 p.m. – 1641 Woodburn Rd.
- G. Wisconsin Town Association Waukesha County Unit Meeting – Wednesday, October 26 - 7:00 p.m. – Town of Eagle

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADJOURN AT 7:52 P.M.  
MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: October 11, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**October 11, 2016**

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

**Others Present:** T. Barbeau, *Town Engineer*, 1 citizen

**First order of business:** Call to Order  
Chairman Krause 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 September 27, 2016, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE WITH ONE CORRECTION TO THE CLOSED SESSION MINUTES. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll

Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57631 – #57669 IN THE AMOUNT OF \$34,069.95**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$27,876.01**

**MR. TROY/MR. COOLEY**

**MOTION CARRIED.**

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

A. None

**Seventh order of business:** Unfinished Business

A. None

**Eighth order of business:** New Business

A. For discussion and possible action: Animal Welfare proposals

*Elmbrook Humane Society submitted a proposal for the 2017 calendar year in the amount of \$4,000 and HAWS for 2017 through 2018 in the amount of \$2,346 per year. The general consensus of the Town Board is to award the contract to HAWS.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO ACCEPT THE 2-YEAR ANIMAL CONTROL SERVICE AGREEMENT WITH HAWS. MOTION CARRIED.**

B. For discussion and possible action: Assessor proposal for increase in fees

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO APPROVE THE REQUEST TO INCREASE THE ASSESSOR BUDGET BY \$2000.00 IN 2017. MOTION CARRIED.**

C. Consideration and possible action on the approval of the final plat for Hunt Club Farms, approval of a private driveway agreement, acceptance of the declaration of restrictions and approval of the Developer's Agreement.

Engineer Barbeau directed attention to his report dated October 11, 2016. The subject property is 83.3 acres and will be split into 16 3-acre minimum lots. The Plan Commission conditionally approved the lot allocation and preliminary plat on June 21. Mr. Spheeris previously received Town Board approval for the creation of lots not abutting a public street. Engineer Barbeau recommended that the Town Board conditionally approve the final plat provided that it shall not be executed by Town officials until the following conditions are met to the satisfaction of the Town Attorney and Town Engineer:

1. *Subject to the developer executing a private road easement and declaration of restrictions specifying that the owners of lots 4, 6, 7, and 8 served by the private road are solely responsible for all costs and expenses of maintenance, repair and reconstruction of the private road, and that it must be maintained to a sufficient standard to allow for access by emergency vehicles as determined by the Town, and that upon failure to adequately maintain the road the Town may do so and may charge the lot owners for all costs and expenses of doing so; and further making clear that the private road access to such lots was created by the developer, at the developer's request, and therefore the developer and all successors in title waive any claims against the Town that may relate to the creation of lots not served by a public road.*
2. *Subject to the developer resolving all comments from the Wisconsin Department of Administration and Waukesha County Department of Parks and Land Use Planning Division and the Land resources Division, to the satisfaction of such entities.*
3. *Subject to the developer either (a) removing the existing barn (accessory building) on Lot 14, prior to approval of the final plat, or (b) submitting a financial guarantee in an amount approved by the Town Engineer and form approved by the Town Attorney prior to approval of the final plat, to guarantee removal of such existing barn (accessory building) if no principal structure is built or under construction (building permit acquired and work proceeding) on Lot 14 within two (2) years of the recording of the final plat.*
4. *Staff and Governmental Approval. Subject to the developer satisfying all comments, conditions and concerns of the Town Engineer and all reviewing, objecting and approving bodies, which may include but not be limited to the State of Wisconsin Department of Safety and Professional Services per ch. 236, Wisconsin Statutes and ch. SPS 385, Wisconsin Administrative Code; the State of Wisconsin Department of Transportation per ch Trans. 233, Wisconsin Administrative Code; the State of Wisconsin Department of Administration per ch. 236, Wisconsin Statutes; the Waukesha County Parks and Land Use Department and the Waukesha County Department of Transportation; in regard to the final plat, and obtaining all necessary permits and approvals, prior to commencing construction of any improvement, whether public or private, or site development or recording of the final plat, whichever is earlier.*
5. *Financial Guarantee and Agreement. Subject to the Developer submitting to the Town Clerk and receiving approval as to form from the Town Attorney and as to amount from the Town Engineer, a letter of credit or cash and subject to the Developer submitting to and receiving from the Town Attorney and the Town Engineer, approval of a Developer's Agreement for the improvements (including all public, private and site development improvements), prior to commencing construction of any improvement, whether public or private, or site development or recording of the final plat, whichever is earlier.*
6. *Deed Restrictions. Subject to the Developer submitting to and receiving from the Town Attorney and the Town Engineer, approval of the final draft of the deed restrictions, prior to commencing construction of any improvement, whether public or private, or site development, or recording of the final plat, whichever is earlier.*
7. *Professional Fees. Petitioner shall, on demand, reimburse the Town for all costs and expenses of any type that the Town incurs in connection with this development, including the*



*cost of professional services incurred by the Town (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.*

8. Payment of Charges. *Any unpaid bills owed to the Town by the Subject Property Owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees or any other fees owed to the Town; shall be placed upon the tax roll for the Subject Property if not paid within thirty (30) days of billing by the Town, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Town, including possible cause for termination of the conditional approval.*
9. One Year to Satisfy Conditions. *Subject to the Developer satisfying all of the conditions of plat approval within one year of the Town Board granting conditional final plat approval, except as to conditions which specify an earlier deadline in which case the earlier deadline shall apply.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO CONDITIONALLY APPROVE THE FINAL PLAT, PRIVATE DRIVEWAY AGREEMENT, DECLARATION OF RESTRICTIONS, AND DEVELOPER'S AGREEMENT, SUBJECT TO THE 9 CONDITIONS STATED IN THE TOWN ENGINEER'S PLAN COMMISSION REPORT DATED OCTOBER 11, 2016, AND THAT THE FINAL PLAT SHALL NOT BE EXECUTED BY TOWN OFFICIALS UNTIL EACH OF THE CONDITIONS ARE MET TO THE SATISFACTION OF THE TOWN ATTORNEY AND TOWN ENGINEER. MOTION CARRIED.**

- D. Discussion and possible action on von Briesen & Roper Engagement Letter/Waiver of Potential Conflicts

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO ACCEPT THE ENGAGEMENT LETTER/WAIVER OF POTENTIAL CONFLICTS WITH VON BRIESEN & ROPER. MOTION CARRIED.**

- E. Discussion and possible action to change the employee handbook regarding group medical insurance coverage

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO TABLE. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Fire Department Open House – October 15 – 9:00 a.m. to 2:00 p.m.
- B. Senator Chris Kapenga – Wednesday, October 19 – 6:30 p.m. to 8:00 p.m.
- C. Fright Hike – October 21 and 22 – 6:00 p.m. to 8:45 p.m.
- D. Next Town Board Meeting – October 25
- E. Wisconsin Town Association Waukesha County Unit Meeting – Wednesday, October 26 - 7:00 p.m. – Town of Eagle

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ADJOURN AT 7:30 P.M. MOTION CARRIED.**

Respectfully submitted,

Mary T. Elsner, CMC, WCMC  
Town Clerk/Treasurer  
Minutes approved on: October 25, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**October 25, 2016**

**Members Present:** L. Krause, E. Kranick, B. Cooley  
**Members Absent:** P. Van Horn, R. Troy  
**Others Present:** T. Barbeau, *Town Engineer*, 3 citizens

**First order of business:** Call to Order  
Chairman Krause 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 October 11, 2016, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57671 – #57707 IN THE AMOUNT OF \$116,927.01**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$40,467.02**

**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. Discussion and possible action to change the employee handbook regarding group medical insurance coverage (tabled 10/11/16)

*Chairman Krause stated that this item will remain on the table.*

**Eighth order of business:** New Business

A. For discussion and possible action: Estimates for N20W28432 Beach Road Demolition

*Engineer Barbeau directed attention to the two proposals that were submitted for the subject project: 1. Siegler Grading & Excavating LLC in the amount of \$18,500 and; 2. LEI llc in the amount of \$18,850. Siegler noted that if any asbestos is found, there will be an extra cost for the removal. LEI is of the opinion that they would not have any issues with asbestos and will not charge extra to get rid of it.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE QUOTE WITH LEI FOR REMOVAL OF THE STRUCTURE AT N20W28432 BEACH ROAD. MOTION CARRIED.**

B. For discussion and possible action: 2017 Agreement with Rotroff Jeanson & Company

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE 2017 UNDERSTANDING OF SERVICES WITH ROTROFF JEANSON & COMPANY DATED SEPTEMBER 21, 2016. MOTION CARRIED.**

C. Consideration and possible action on a request from Jon Spheeris, developer of Hunt Club Farms subdivision, for approval of an escrow agreement to satisfy the financial guarantee requirement found in Section X. of the Developer's Agreement.

*Engineer Barbeau stated that conditional approval of the final plat, private driveway agreement, declaration of restrictions and developer's agreement was granted at the last meeting. Typically, the developer's agreement only requires a Letter of Credit. Mr. Spheeris has also requested that money be placed in an escrow account. The two independent funds will satisfy the guarantee amount required by the Town. The Letter of Credit will be in the amount of \$150,000, and the Escrow account will be in an amount sufficient to cover the balance of the required financial guarantee. By the time the final plat is recorded, 200% of the cost of any item not completed will be held. The Escrow Agreement cannot be executed by the Town unless it is approved by the Town Board.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE ESCROW AGREEMENT REFERENCED IN ATTORNEY LARSON'S LETTER DATED OCTOBER 21, 2016, CONTINGENT ON ANY OTHER OUTSTANDING ISSUES TO BE RESOLVED BY ATTORNEY LARSON OR ENGINEER BARBEAU. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Wisconsin Town Association Waukesha County Unit Meeting – Wednesday, October 26 - 7:00 p.m. – Town of Eagle
- B. Next Plan Commission Meeting – November 1
- C. General Election – November 8
- D. Next Town Board Meeting – November 9
- E. Next Park and Recreation Commission Meeting – November 14

*Mr. Kranick thanked all those who gave of their time and talents to help make the Fright Hike a huge success.*

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADJOURN AT 7:23 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: November 9, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**November 9, 2016**

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

**Others Present:** 2 citizens

**First order of business:** Call to Order  
Chairman Krause 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 October 25, 2016, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57721 – #57772 IN THE AMOUNT OF \$332,710.01**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$31,159.99**

**MR. TROY/MR. COOLEY**

**MOTION CARRIED.**

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

A. None

**Seventh order of business:** Unfinished Business

A. Discussion and possible action to change the employee handbook regarding group medical insurance coverage (tabled 10/11/16)

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

*Chairman Krause directed attention to the verbiage shown in the Town employee handbook and that proposed by the Town Labor Attorney. Due to the high cost of health insurance premiums, the Town Board has discussed the requirement to offer a surcharge to dependents of eligible, participating employees who wish to continue to participate in the town's group health insurance plan even though they are eligible under another plan. The proposed language includes a \$200 per month premium surcharge.*

*Mr. Kranick stated that the proposal is prudent, as other companies follow this type of policy. Insurance costs have gone up and will continue to. The proposed charge is not a significant burden to the employee and the changes should be approved as presented.*

*Mr. Troy stated that this concept is being adopted by companies across the country, but a \$200 surcharge is on the high side. He made inquiries and his research has proven that it is higher than other companies. Also, has met with the fire department, and this issue has caused much concern in the employee's lives. How will they pay these costs? Since the Town has received a proposal for a 0% increase in 2017, the need for urgency should be removed. This should be done*

eventually, but not in 2017. The issue should be discussed for implementation in 2018 in order to give the employees time to prepare.

Chairman Krause stated that the Town Board could approve the proposal at this time to become effective at a later date. This should be done, and it is just a matter of when.

Mr. Van Horn stated that putting it off isn't doing any good. He works for the taxpayer of the Town of Delafield. To act on what employees would like is not a good employer. He suggested that a decision be made now with the start date of April of next year.

Mr. Troy stated that we need to take the welfare of our employees into consideration, because by doing so we are benefitting the citizens of the Town of Delafield.

Chairman Krause stated that since the policy hasn't changed yet and it was just received this evening, we could table until a further meeting.

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO TABLE.**

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO MODIFY THE TOWN'S EMPLOYEE HANDBOOK TO REFLECT AN EMPLOYEE SPOUSAL SURCHARGE ON GROUP MEDICAL INSURANCE TO \$175.00 PER SPOUSE PER MONTH EFFECTIVE JUNE 1, 2017.**

**AMENDED MOTION BY MR. TROY, SECONDED BY MR. COOLEY TO ADOPT A GROUP MEDICAL INSURANCE POLICY SURCHARGE THAT WAS PRESENTED TO THE BOARD MODIFYING THE COST TO \$175.00 PER MONTH PER SUCH DEPENDENT EFFECTIVE JUNE 1, 2017.**

**AMENDED MOTION BY MR. TROY, SECONDED BY MR. COOLEY TO CHANGE THE EFFECTIVE DATE TO APRIL 1, 2017. MOTION CARRIED.**

B. Consideration and possible action: Approval of a Resolution Concerning Conveyance of Lot 18, Crystal Springs Park and Amendment to Offer to Purchase

Chairman Krause stated that request for approval of the subject amendments is due to the buyer going to a Living Trust.

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO APPROVE THE AMENDED OFFER TO PURCHASE DATED SEPTEMBER 13, 2016. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE THE RESOLUTION CONCERNING CONVEYANCE OF LOT 18, CRYSTAL SPRINGS PARK. MOTION CARRIED.**

**Eighth order of business:** New Business

A. Consideration and possible action: Approval of rezoning of a 49.5 acre parcel of land located at S4 W28701 Norms Road from A-1 Agricultural District to A-2 Rural Home District

Chairman Krause stated that the Plan Commission approved the rezoning unanimously. This approval refers to just the rezoning at this time, not a land split.

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE REZONING OF A 49.5 ACRE PARCEL LOCATED AT S4 W28701 NORMS ROAD FROM A-1 AGRICULTURAL DISTRICT TO A-2 RURAL HOME DISTRICT. MOTION CARRIED.**

B. Approval of 2017 Lake Country Municipal Court Budget and Resolution

*Chairman Krause stated that costs incurred by the Lake Country Municipal Court get paid for by citations that are issued. Every year, the Town Board is asked to consider the budget.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO APPROVE THE 2017 LAKE COUNTRY MUNICIPAL COURT BUDGET AND RESOLUTION. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Next Park and Recreation Commission Meeting – November 14
- B. Annual Budget Hearing – Wednesday, November 16 – 7:00 p.m
- B. Next Town Board Meeting – November 29
- C. Next Plan Commission Meeting – December 6

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO ADJOURN AT 7:32 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: November 29, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**November 29, 2016**

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

**Others Present:** S. Riffle, *Town Attorney*, T. Barbeau, *Town Engineer*, D. Roberts, *Highway Superintendent*, M. Goldmann, *Waukesha County Sheriff's Dept.*, K. Smith, *Lake Country Reporter*, 9 citizens

Prior to the start of the Town Board meeting there will be a public hearing in front of the Town Board to solicit public input regarding its intention to exercise police power in accordance with §66.0703, to levy special assessments for reconstruction and related storm water improvements to 2<sup>nd</sup> and 3<sup>rd</sup> Alley, Johnson's Park Subdivision. Chairman Krause called the public hearing to order at 7:00 p.m. and read the Notice of Public Hearing.

*Attorney Riffle recommended that the Town Board open this meeting to adjourn it to another time at a later date. He was brought into this assessment issue due to the fact that he has worked with the attorney that represents the subject residents. His goal is to have an agreement amongst the neighbors and the Town, and to attempt to get everyone 100% on board with a bullet proof lawsuit. Attorney Markovitz (legal representative for the residents of Johnson's Park Subdivision) and Attorney Riffle are in the process of working together to accomplish this. They have met at the site and the next step is to have an informal communication with legal counsel representing the neighbors, Town Chairman and town staff to address the assessment methodology.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO POSTPONE THIS HEARING UNTIL FEBRUARY 14, 2017, AT 7:00 P.M. MOTION CARRIED.**

**First order of business:** Call to Order  
Chairman Krause called the meeting to order at 7:17 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 November 9, 2016, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57838 – #57887 IN THE AMOUNT OF \$136,938.31**

Payroll (November 18 and December 2)

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$70,675.50**

**MR. TROY/MR. KRANICK**

**MOTION CARRIED.**

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

A. Carolyn Wickert, re: Neighborhood Petition for Speed Limit Reduction on Abitz Rd.

Chairman Krause stated that Abitz Road is located by the newly proposed Hunt Club Farms Subdivision. One half of the road is in the town and the other half is located in the Town of Summit. It runs approximately ¾ miles. There is an un-posted speed limit of 55 miles per hour on the road. The neighbors are requesting a 35 mph speed limit.

Highway Superintendent Roberts stated that he spoke with the Village of Summit Police Chief, and he is considering a 35 mph speed limit for the Village. Mr. Roberts is recommending the same. Engineer Barbeau stated that the Department of Transportation will need to approve this request, and they will most likely perform a speed study.

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. COOLEY TO APPROVE THAT THE TOWN ENGINEER CONTACT THE DEPARTMENT OF TRANSPORTATION AND REQUEST THAT A 35 MPH SPEED LIMIT BE CONSIDERED ON THE SUBJECT ROAD. MOTION CARRIED.**

**Seventh order of business:** Unfinished Business

A. None

**Eighth order of business:** New Business

A. Consideration and possible action: Special assessments for the reconstruction of 2<sup>nd</sup> and 3<sup>rd</sup> Alley, Johnson's Park Subdivision

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO TABLE UNTIL FEBRUARY 14, 2017. MOTION CARRIED.**

B. Discussion with Tim Casey, Waukesha County Center for Growth

Mr. Casey stated that he has been on the job for approximately 2 ½ months. Waukesha County Economic Development Corporation went out of business at the end of 2014. It was not a financially sustainable model. Waukesha County previously provided approximately \$95,000 to that entity. Waukesha County leadership decided to convene a work group with 30+ individuals, headed by Dale Shaver. They worked for over 1-1/2 years to create a new entity and have it be a central point of contact for economic development and a provider of economic development services on a county wide basis, to actively call on companies within Waukesha County on a routine basis, to really understand the labor force issue and to put together a robust revolving loan fund. Waukesha County committed \$250,000 a year to the new entity, the City of Waukesha committed \$50,000 a year and UWM Extension committed \$50,000 a year. A new staff person has been brought on board to work with Mr. Casey on visits to businesses throughout the County. Waukesha County is hopeful that many of the municipalities will work with them to coordinate economic developing and marketing efforts. Their job is to keep the economy strong and growing.

C. Consideration and possible action: Proposed revisions to Chapter 5 of the Town Code

Mr. Troy stated that in an effort to reorganize the fire department, the Fire Chief is proposing the following revisions to Chapter 5 of the Town Code. Mr. Troy is in favor of the proposed changes, as it gives the Fire Chief operational control and modernizes the code for the department.

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO APPROVE THE PROPOSED REVISIONS TO CHAPTER 5 OF THE TOWN CODE.**

Chairman Krause directed attention to the proposed changes made to Chapter 5.04(3)1. He stated that the Town Board is in charge of hiring personnel and would like the Fire Chief to explain the proposed language.



**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO WITHDRAW HIS MOTION. MOTION CARRIED.**

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO TABLE UNTIL THE FIRE CHIEF IS PRESENT. MOTION CARRIED.**

D. Consideration and possible action: Reduction in Letter of Credit for Woodridge Estates and acceptance of improvements

*Mr. Kranick recused himself from this issue.*

*Engineer Barbeau stated that phase 1 of the subject project encompasses the final lift of asphalt and restoration of the site. All required improvements have been completed and, in accordance with the Developer's Agreement, 10% of the total letter of credit will be maintained during the two-year guarantee period.*

*Engineer Barbeau and Highway Superintendent Roberts do not consider the improvements to be acceptable, due to the fact that they are aware of ongoing roadside ditch problems such as incorrect grades and ongoing erosion. The Developer's Agreement states that "Final acceptance as used herein, however, shall be the ultimate acceptance of all the improvements in the completed development as a whole, and shall be granted specifically by separate resolution of the Town Board". Engineer Barbeau recommended that lien waivers be provided from all contractors and that the acceptance of improvements be tabled at this time.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO ALLOW THE LETTER OF CREDIT REDUCTION BUT DENY THE ACCEPTANCE OF IMPROVEMENTS AS RECOMMENDED BY THE TOWN ENGINEER AND TOWN HIGHWAY SUPERINTENDENT. MR. COOLEY – AYE, MR. TROY – AYE, CHAIRMAN KRAUSE – AYE, MR. VAN HORN – ABSTAINED. MOTION PASSED 3-1.**

E. Approval of 2017 Waukesha County Police Services and Transcription Services Contract

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO ACCEPT THE 2017 WAUKESHA COUNTY POLICE SERVICES AND TRANSCRIPTION SERVICES CONTRACT. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Next Plan Commission Meeting – December 6
- B. Next Park and Recreation Commission Meeting – December 12
- C. Next Town Board Meeting – December 13

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. COOLEY TO ADJOURN AT 7:59 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: December 13, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**December 13, 2016**

**Members Present:** L. Krause, P. Van Horn, E. Kranick, R. Troy

**Members Absent:** B. Cooley

**Others Present:** *Town Attorney, T. Barbeau, Town Engineer, P. Kozlowski, Town Fire Chief, 5 citizens*

**First order of business:** Call to Order  
Chairman Krause 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 November 29, 2016, Town Board Minutes  
**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable

**MOVED TO APPROVE PAYMENT OF CHECKS #57891 – #57929 IN THE AMOUNT OF \$83,939.40**

Payroll

**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$39,551.79**

**MR. TROY/MR. KRANICK**

**MOTION CARRIED.**

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

A. None

**Seventh order of business:** Unfinished Business

A. Consideration and possible action: Proposed revisions to Chapter 5 of the Town Code (tabled 11/29/16)

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

*Chief Kozlowski stated that during the process of updating the department organizational chart, he determined that Chapter 5 of the Town Code didn't fit well with current Fire Department procedures and practices. He directed attention to Section 5.04 (3) (b) 1. Officers. His proposed revision states: "The Fire Chief shall establish officer positions as he/she deems proper and fill those positions to ensure the department functions in a safe and efficient manner. The Chief need not fill all officer positions".*

*Supervisor Troy stated that the Fire Chief should be able to set the organizational chart the way he prefers. Chief Kozlowski distributed the subject chart.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE THE PROPOSED REVISIONS TO CHAPTER 5 OF THE TOWN CODE. MOTION CARRIED.**

**Eighth order of business:** New Business

- A. Consideration and possible action on appointments effective 1/1/2017:
1. Clerk/Treasurer
  2. Deputy Clerk/Treasurer
  3. Fire Chief
  4. Board of Appeals

**MOTION BY CHAIRMAN KRAUSE, SECONDED BY MR. TROY TO APPROVE THE APPOINTMENT OF MARY ELSNER AS CLERK/TREASURER. MOTION CARRIED.**

**MOTION BY CHAIRMAN KRAUSE, SECONDED BY MR. TROY TO APPROVE THE APPOINTMENT OF LAUREN BEALE AS DEPUTY CLERK/TREASURER. MOTION CARRIED.**

**MOTION BY CHAIRMAN KRAUSE, SECONDED BY MR. TROY TO APPROVE THE APPOINTMENT OF PAUL KOZLOWSKI AS FIRE CHIEF. MOTION CARRIED.**

**MOTION MADE BY CHAIRMAN KRAUSE, SECONDED BY MR. TROY TO APPROVE THE APPOINTMENT OF ROBERT SCHIEBLE TO THE BOARD OF APPEALS. MOTION CARRIED.**

- B. Consideration and possible action on approval of a Certified Survey Map for land division and lot reconfiguration at N35W28256 Taylors Woods Road

*Engineer Barbeau stated that the subject property consists of 2 lots each containing one residence. A substantial part of each lot is located in the environmental corridor. The 29.9 acre lot abuts Taylors Woods Road, and the 8.42 acre lot abuts Taylors Woods Road in the far easterly portion of the lot; however, access to the home is via a private roadway/shared driveway with the larger lot. Engineer Barbeau's understanding is that a section of the 8.42 acre lot did not abut a public road when it was created, but it currently does due to acquisition of land from an adjoining neighbor in 2005. The subject owner is requesting to create one additional lot that will have direct access to Taylors Woods Road. Access to Lot 2 (referenced on the CSM) will remain as is and meets Town Code requirements. The surveyor indicated that the private roadway easement exists only by reference in the deed; therefore, a new easement will be created by separate document using the Town's private driveway agreement language.*

*The proposed lot configuration will result in three lots consisting of 20.06, 10.30 and 8.91 acres respectively. Access to Lot 3 will be directly off of Taylors Woods Road. The zoning requirements to building on this lot will be dictated by the Waukesha County Shoreland Zoning Ordinance.*

*The Plan Commission unanimously recommended that the Town Board conditionally approve the Meyer CSM subject to resolution of 6 items.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO CONDITIONALLY APPROVE THE MEYER CSM SUBJECT TO RESOLUTION OF THE FOLLOWING ITEMS: ADDRESS AND INCORPORATE ALL COUNTY REVIEW COMMENTS INTO THE DOCUMENT; PROVIDE AN EXECUTED PRIVATE DRIVEWAY AGREEMENT FOR ACCESS TO LOT 2 FOR RECORDING WITH THE CSM; PROVIDE AN EXECUTED SEPTIC EASEMENT AGREEMENT FOR THE SEPTIC IMPROVEMENTS ON LOT 3 OF THE CSM; REQUIRE A PUBLIC SANITARY SEWER CONNECTION FOR LOT 3; CREATE AN EASEMENT TO TAYLOR'S WOODS ROAD FOR LOT 2 FOR A POSSIBLE FUTURE CONNECTION TO PUBLIC SANITARY SEWER, AND PAYMENT OF ALL FEES AND CHARGES. MOTION CARRIED.**

- C. Consideration and possible action on request for a budget amendment to shift remaining unused highway funds from 2016 to 2017

*Engineer Barbeau stated that the proposal was to use up the entire 2016 road budget. While the contractor was performing storm sewer improvements in preparation of paving the easterly portion of Lakeside Road, it was discovered that residents were planning to either build a house or remove and reconstruct their existing house in the next year. He and Highway Superintendent Roberts felt that it would be in the best interest of the residents to hold off on paving in that area until construction work was completed to avoid having construction vehicles damage the new road surface. As it was late in the paving season and they were not ready to designate another road to pave, they researched the option to determine whether or not unused money from this specific area identified in the highway budget could be designated to be used in 2017. A budget amendment will need to be approved this year relating to the unused monies estimated at \$42,500.*

**MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO APPROVE.  
MOTION CARRIED.**

- D. Consideration and possible action on R.A. Smith National 2017 Contract Renewal

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE THE R.A. SMITH NATIONAL 2017 CONTRACT AS PRESENTED. MOTION CARRIED.**

- E. Consideration and possible action on modifications to Chapter 9.14 of the Town Code related to minimum property standards

*Engineer Barbeau stated that when Section 9.14 was adopted, it was a response to substantial loss of Town authority. It was created through police powers, not zoning powers, as a means to establish some Town-wide standards that could be enforced even in shoreland areas. Recently, Waukesha County Park and Land Use, Planning Division, adopted changes to their Shoreland Floodland Protection Ordinance. The current Waukesha County Ordinance states that In the case of a lot of record, which has a lot width of 50 ft. to 84 ft., the required offset is 10 ft. In the case of a lot record, which has a lot width of 84 ft. to 120 ft., the required offset is 14ft. The reason for the subject modifications request is that the difference between the County requirements and the Town requirements is 1 ft. on a 100-ft. lot and 0.5 feet on a 50-ft. lot. The proposed ordinance would be enforced by Waukesha County as part of their zoning permit and result in more consistent information being provided to applicants, reduce sending people back and forth between the Town and County and eliminate the requests for exception hearings in front of the Town Board.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE ORDINANCE TO REPEAL SECTION 9.14(1)(B)(2). OF THE TOWN OF DELAFIELD MUNICIPAL CODE RELATED TO MINIMUM STANDARDS FOR LOT SEPARATION. MOTION CARRIED.**

- F. Consideration and possible action on an amendment to Section XI. J. of the Hunt Club Farms Developer's Agreement as it relates to Lots 2 and 3

*Attorney Joseph Abruzzo spoke on behalf of Mr. Spheeris requesting early start building permits for the subject lots. The reason for the request is that the families are living in apartments until they finish building their homes. If they could not start until April, it would set them back four months and living conditions are tight. The developer understands that no occupancy permits will be granted until the utilities are installed.*

**MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE THE AMENDMENTS FOR LOTS 2 & 3 CONTINGENT UPON LEGAL COUNSEL AND TOWN ENGINEER APPROVING THE WORDING OF THE AMENDMENT. MOTION CARRIED.**

- G. Consideration and possible action on a Resolution to Authorize a Reduction and Release of the Financial Guarantee for the Hunt Club Farms Subdivision, upon Receipt of a Replacement Letter of Credit

*Attorney Abruzzo stated that the structure of the financial guarantee included an escrow agreement and a letter of credit. The escrow agreement was fully funded in the amount of \$453,200, was approved by the Town Attorney and none of the funds can be released without Town Board approval. The escrow agreement in the amount of \$453,200 combined with the \$150,000 letter of credit totaled \$603,200, which the Town Engineer certified as a proper amount for the financial guarantee. We are now proposing to get the final plat recorded to get the legal lots created. Even though there is \$603,200 funded, the Town Attorney informed the developer that it was not possible to have this type of financial arrangement in place for the financial guarantee with the recording of the final plat. Rather, the full amount would need to be by letter of credit. Engineer Barbeau estimated the cost of the remaining improvements to be \$257,367 at this time. This amount is required to be doubled by Town Code (\$514,734). There is an existing barn on site that needs to be removed at the cost of \$14,850. This results in a required letter of credit in the amount of \$529,584 before the plat can be recorded. The developer is requesting approval from the Town Board to replace the existing financial guarantees with a letter of credit in the amount of \$529,584.*

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE THE RESOLUTION TO AUTHORIZE A REDUCTION AND RELEASE OF THE FINANCIAL GUARANTEE FOR THE HUNT CLUB FARMS SUBDIVISION, UPON RECEIPT OF A REPLACEMENT LETTER OF CREDIT. MOTION CARRIED.**

- H. Consideration and possible action on sale of 1995 International Plow Truck

*As there was no information provided or representation to discuss this issue, it was suggested that the item be tabled.*

**MOTION MADE MR. KRANICK, SECONDED BY MR. TROY TO TABLE. MOTION CARRIED.**

**Ninth Order of business:** Announcements and Planning Items

- A. Next Town Board Meeting – December 27
- B. Next Plan Commission Meeting – January 3
- C. Next Park and Recreation Commission Meeting – January 9
- D. WI Towns Association – Waukesha County Unit Meeting – Wednesday, January 25 – Delafield Town Hall

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO ADJOURN AT 7:48 P.M. MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: December 27, 2016

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**December 27, 2016**

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

**First order of business:** Call to Order  
Chairman Krause 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 December 13, 2016, Town Board Minutes  
**MOTION MADE BY MR. COOLEY, SECONDED BY MR. KRANICK TO APPROVE AS PRESENTED. MOTION CARRIED.**

**Fifth order of business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2016 budget

B. 1) Accounts payable; 2) Payroll  
Accounts Payable  
**MOVED TO APPROVE PAYMENT OF CHECKS #57932 – #57967 IN THE AMOUNT OF \$101,765.07**

Payroll  
**MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$33,297.81**

**MR. TROY/MR. KRANICK** **MOTION CARRIED.**

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

**Seventh order of business:** Unfinished Business  
A. Consideration and possible action on sale of 1995 International Plow Truck (tabled 12/13/16)

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

*Mr. Cooley stated that the Town received an original offer of \$8500.00. Shortly after this was submitted, the same bidder offered \$10,000 because he stated that his truck broke down and he was in dire need of a vehicle for the upcoming predicted snowstorm. As the Town Board was not scheduled to meet at that time to consider the matter, the offer of \$10,000 had to be turned down. Mr. Cooley is not certain whether or not the bid still stands at \$10,000.*

**MOTION MADE BY MR. COOLEY, SECONDED BY MR. TROY TO APPROVE THE SALE OF THE 1995 INTERNATIONAL PLOW TRUCK AT A MINIMUM OF \$8500.00. MOTION CARRIED.**

**Eighth order of business:** New Business  
A. None

**Ninth Order of business:** Announcements and Planning Items

- A. Next Park and Recreation Commission Meeting – January 9
- B. Next Town Board Meeting – January 10
- C. WI Towns Association – Waukesha County Unit Meeting – Wednesday, January 25 –  
Delafield Town Hall

**Tenth Order of business:** Adjournment

**MOTION MADE BY MR. TROY, SECONDED BY MR. COOLEY TO ADJOURN AT 7:12 P.M.  
MOTION CARRIED.**

Respectfully submitted,

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

Minutes approved on: January 10, 2017