

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**JANUARY 26, 2021 @ 6:30 PM**

**Video Link:** <https://www.youtube.com/watch?v=8M7tOJhU4Hg>

**Members Present:** Chairman Troy, Supervisor Kranick, Supervisor Michels and Supervisor Dionisopoulos. Also present was Administrator/Clerk/Treasurer Dan Green, R&R Insurance representative Mike Walden, and Town Engineer Tim Barbeau.

**First order of business:** Call to Order  
Supervisor Troy called the meeting to order at 6:30 p.m.

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

**Third order of business:** Citizen Comments: None

**Fourth order of business:**  
A. Approval of January 12, 2021 Town Board Minutes

*Motion made by Supervisor Kranick to approve the minutes from January 12, 2021 as presented with the correction of the spelling of his name under "Adjournment". Seconded by Supervisor Dionisopoulos. Motion carried 4-0.*

**Fifth order of Business:** Action on vouchers submitted for payment:  
A. Report on budget sub-accounts and action to amend 2020 budget  
B. 1) Accounts payable; 2) Payroll

*Motion by Supervisor Kranick to approve amending the 2020 Budget to increase revenues and expenses by \$142,229.73 to the accounts described above with monies to come from the General Fund Surplus. Staff also recommends amending the 2020 Budget Refuse Collection Expense Account by \$12,895.02 and Capital Outlays for the Highway Department by \$40,507.19 to come from General Fund surplus. Seconded by Supervisor Dionisopoulos. Motion carried 4-0.*

*Motion by Supervisor Kranick to approve payment of checks #64329-#64338, #64341-#64345, and #64337-#64383 in the amount of \$190,111.95, and the payrolls dated January 22, 2021 in the amount of \$60,488.29. Seconded by Supervisor Michels. Motion carried 4-0.*

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

A. Mixed Use Ordinance General Update (Discussion Only)

Administrator Green updated the board, explaining that the draft ordinance was reviewed by him and the engineer. Comments were then discussed with Jason Fruth from Waukesha County, and Jason will have an updated draft sent to the workgroup by the end of the week.

Supervisor Kranick wanted to make it clear that the amount of interaction will not be the same at the public hearing as compared to the open house. He explained this is a different format and hosting a Teams meeting is going to be complicated. He encouraged residents who could not come to write letters to the Plan Commission before the meeting.

Jim Frett asked if the Town would consider a Teams meeting if it could be done in conjunction with YouTube. Administrator Green stated he would work with Jim on getting a virtual meeting set up.

**Seventh order of Business:** Unfinished Business

A. Discussion and possible action on the approval of Ordinance 2021-01, an Ordinance to repeal and re-create portions of Chapter 2 of the Town of Delafield Municipal Code, concerning the conduct of meetings and vacation of chair. (tabled)

Chairman Troy explained that all comments were taken into consideration and a draft ordinance is being reviewed by the attorney and will be brought forward at the next board meeting.

**Eighth order of Business:** New Business

- A. Discussion and possible action on the Plan Commission's recommendation to approve a Certified Survey Map to split land at the Shoppes at Lynndale Farms to separate Ms. Leverage's home from the rest of the business property.

Engineer Barbeau explained the property owner is looking to split the property from north to south, separating the home from the business. He explained this parcel is partially in the Town of Merton as well. The house will be accessed through a private drive with an easement. He explained the CSM is technically correct as presented and just needs signatures. Supervisor Michels asked if the Town of Merton had acted on the CSM at their meeting. Engineer Barbeau had not heard from Merton to this point. Chairman Troy added that the Town tried to move the entire property to the Town but found that Towns cannot annex other Towns.

*Motion by Supervisor Kranick to approve the Certified Survey Map dated 1/10/2021 for property located at N47W28270 Lynndale Road. Seconded by Supervisor Dionisopoulos. Motion passed 4-0.*

- B. Discussion and possible action on the renewal of insurance for 2021 property and liability coverages.

Mike Walden from R&R Insurance presented the 2021 renewal rates for property, vehicle, and general liability insurance. Reviewing the locations of property in the open, Supervisor Kranick asked why the park on HWY KE was not listed. Mr. Walden explained that it was because there was no property in the open, at that park location.

Chairman Troy asked that Mr. Walden send the cost for insuring Fire Station #2. Mr. Walden stated he would send that information to Administrator Green. Supervisor Kranick asked that Mr. Walden send cyber threat training to the Administrator that he can share with his staff. Mr. Walden stated he will send any available training to Mr. Green.

Mike Walden brought to the attention of the board, a Fire Truck which will need to remain on the insurance if the truck is not sold by the time coverage begins. The board discussed keeping only liability insurance on the truck. They decided to keep normal coverage to be safe. They also discussed taking the Injunctive Relief coverage and waiving the Auto Medical Payments coverage.

*Motion by Supervisor Kranick to approve the 2021 property and liability coverages, declining the Auto Medical Payments Endorsement and accepting the Injunctive Relief Endorsement. Seconded by Supervisor Dionisopoulos. Motion passed 4-0.*

- C. Discussion and possible action on the approval and authorization of an application and resolution to the Board of Commissioner of Public Lands, State of Wisconsin, for a \$250,000 loan to finance a portion of the roadway improvement project for 2021 budget.

Administrator Green explained this item was discussed at the budget meetings, and due to the referendum failing, the Town needed to borrow to keep up with the road improvement plan outlined by the engineer and highway superintendent. The board reviewed the resolution and preamble, discussing the 5-year term and the interest rate of 2.5%.

*Motion by Supervisor Kranick to approve the authorization of an application and a resolution to the Board of Commissioner of Public Lands, State of Wisconsin, for a \$250,000 loan for the purpose of financing roadwork for a period of 5 years. Seconded by Supervisor Michels. Motion passed 4-0.*

- D. Discussion and possible action on the approval and authorization of an application and resolution to the Board of Commissioner of Public Lands, State of Wisconsin, for a \$150,000 loan to finance the purchase of a highway truck, and other Town purchases not funded by the tax levy for the 2021 budget.

Chairman Troy explained this was the second piece to the 2021 budget which was discussed at the budget workshops. This loan would be for 7 years, for the purposes of financing a truck for the highway department along with road salt, upgrades to the Town Hall internet and phone systems and highway equipment repair and maintenance. Supervisor Kranick asked if the Highway Department was planning to purchase a 1-ton truck or if they were going to purchase a larger plow truck. Administrator Green explained that the City of Pewaukee will be auctioning a plow truck this year, and if they can get it at the right price point, they will get the plow truck. If not, they will order a 1-ton. Both are anticipated to be around the same price.

*Motion by Supervisor Kranick to approve the authorization of an application and a resolution to the Board of Commissioner of Public Lands, State of Wisconsin, for a \$150,000 loan for the purpose of financing a truck purchase, road salt, internet/phone upgrades and highway equipment repair costs for a period of 7 years. Seconded by Supervisor Michels. Motion passed 4-0.*

- E. Discussion and possible action on Letter of Credit reduction for Hunt Club Farms in the amount of \$52,609.

Engineer Barbeau asked that Items 8-E and 8-F be taken up at the same time. The board had no objection to his request.

Engineer Barbeau explained that this is the 5<sup>th</sup> letter of credit reduction over the years, for Hunt Club Farms. He stated that there is a 1-year guarantee period once the roads are accepted by the Town. In the case of Hunt Club Farms, the roadways have been completed for over 2 years, but the ditches were not determined to be complete by Highway Superintendent Roberts. Because of that, the Town did not pass a resolution giving final acceptance of the roadways. Since then, Superintendent Roberts has approved the ditches in the subdivision and the roads are still acceptable to the Town Engineer and staff. The applicant has asked that the final acceptance of roadways be back dated to last year, so the Letter of Credit can be dissolved.

Chairman Troy questioned why the Town is backdating the acceptance of roadways. The engineer explained that the road has been completed for over 2 years with the only issue being a handful of ditches which are now up to the Town's standard. He explained that normally the Town would have given final acceptance one year ago. Chairman Troy questioned if the ditches were not holding up, would the Town want another one-year guarantee to make sure they continue to hold up. Engineer Barbeau explained that Superintendent Roberts would have accepted everything else in the development, less a small number of ditches in the subdivision. Mr. Roberts also expressed that he did not think the Town needed to hold money for those ditches.

Jon Spheeris, developer of Hunt Club Farms, explained the ditches were redone 4 times and were not accepted by Mr. Roberts until recently. The roads have been blacktopped for over 2 years. Chairman Troy stated he is not concerned about the release of funds; he is worried about backdating the resolution. He also stated he considers the ditch part of the road.

Supervisor Michels questioned what would happen if something came up in the next year, that ruined the ditches, given they were just approved in the later part of 2020. Engineer Barbeau stated that Highway Superintendent Roberts had no water concerns.

*Motion by Supervisor Kranick to approve a letter of credit reduction for Hunt Club Farms in the amount of \$52,609 and approve Resolution 21-643, a resolution giving final acceptance of roadways within Hunt Club Farm Subdivision. Seconded by Supervisor Dionisopoulos. Motion passed 4-0.*

- F. Discussion and possible action on adopting Resolution 21-643, a resolution giving final acceptance of roadways within Hunt Club Farm Subdivision.

This item was addressed under Item 8-D.

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

- A. Town Board – Tuesday, February 9, 2021 @ 6:30 PM
- B. Spring Primary – Tuesday, February 16, 2021

**Tenth order of Business:** Adjournment

*Motion by Supervisor Kranick to adjourn the January 26, 2021 Town Board meeting at 7:35 p.m. Seconded by Supervisor Michels. Motion carried 4-0.*

Respectfully submitted:

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