

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
FEBRUARY 9, 2021 @ 6:30 PM**

Video Link: <https://www.youtube.com/watch?v=nBw393Ww-tU&t=5s>

Members Present: Chairman Troy, Supervisor Kranick, Supervisor Michels and Supervisor Dionisopoulos. Also present was Administrator/Clerk/Treasurer Dan Green.

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

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments: None

Fourth order of business:
A. Approval of January 26, 2021 Town Board Minutes

Motion made by Supervisor Michels to approve the minutes from January 26, 2021 subject to changes described by the Administrator. 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 payment of checks #64384-#64386, #64389-#64436, and in the amount of \$775,942.06, and the payrolls dated February 5, 2021 in the amount of \$15,264.17. Seconded by Supervisor Dionisopoulos. Motion carried 4-0.

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

A. Mixed Use Ordinance General Update (Discussion Only)

Administrator Green explained that the draft ordinance was sent out to the work group for their review and comment. Those comments are due back to Jason Fruth by February 16.

B. Administrator's Report

Fee Schedule Update

Staff is currently working through the fee schedule for 2021, making some changes to engineering and Plan Commission fees to bring them up to date. We are also working on a better format for these fees to be displayed on our website that is easy to read. Expect fee schedule updates to come up at the next board meeting. These fees have not been updated in many years, and costs have gone up significantly since fees were last reviewed. Impact fee increases took affect January 1, 2021, adjusted for CPI.

February 16, 2021 Primary

There will be a Primary Election held on Tuesday, February 16, 2021 for the State Superintendent of Public Instruction. All three polling locations will be open from 7:00AM to 8:00PM. We have in-person absentee voting available at Town Hall until Friday, February 12. Those wishing to receive an absentee ballot by mail can request a ballot through Thursday, February 11. The Spring Election will be held on Tuesday, April 6, requiring our Plan Commission meeting to be rescheduled.

Taxes

Taxes that have not been paid to this point are considered late and need to be paid directly to Waukesha County. Staff will be refunding overpayments over the next few weeks. With taxes being collected at Waukesha State Bank and Waukesha County, staff has been able to continue day to day operations, prepare for elections, and work on end-of-year procedures including assisting with the 2020

audit. We received significantly fewer complaints this year, with the convenience of Waukesha State Bank being close by.

C. Lake Country Fire Commission Update

John Schroeder gave an update to the board on the progress of the Fire Commission with their recruiting process. Mark Hoppe also gave an update on Lake Country Fire's involvement with the Covid-19 vaccinations to this point. He explained that Lake Country Fire will officially stand down at the end of February so Waukesha County can take over.

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)

Motion by Supervisor Kranick to remove "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" from the table. Seconded by Supervisor Dionisopoulos. Motion passed 4-0.

Supervisor Dionisopoulos questioned if 30 minutes was a long enough time limit given some of the contentious issues that have arisen over the past year. She asked how the board should determine what items get more time than others. Chairman Troy explained that there are two avenues by which more time can be allotted to public comment. The Chair can allow for the time limit to exceed 30 minutes, or by the consensus of the board. He also explained that once points of discussion become redundant, that is a good indication that the discussion is finished. Supervisor Kranick agreed that 30 minutes is a good starting point. Supervisor Michels added that the proceedings for a public hearing are outside of the public comment portion and allow for longer periods of public comment.

Chairman Troy explained that the word "citizen" is not defined in this ordinance. The Town's attorney advised that the board may want to give a definition to this term, otherwise, it leaves a broad interpretation of who is allowed to speak during public comment. The board discussed not defining the term, as any individual who wishes to address the board directed to topics subject to Town Board action, is defined in 2.04(1)(d).

Motion by Supervisor Kranick to adopt 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, contingent on using gender neutral references throughout the ordinance. Seconded by Supervisor Dionisopoulos. Motion passed 4-0.

Eighth order of Business: New Business

- A. Discussion and possible action on the approval of Ordinance 2021-02, an Ordinance to repeal and recreate Section 14.02(1) of the Municipal Code, to update the Administrative Code references.

Administrator Green explained that this ordinance allows the Town to conduct inspections on commercial buildings, instead of relying on the State.

Motion by Supervisor Kranick to approve Ordinance 2021—02, an Ordinance to repeal and recreate Section 14.02(1) of the Municipal Code, to update the Administrative Code references. Seconded by Supervisor Dionisopoulos. Motion passed 4-0.

- B. Discussion and possible action on the authorization to sell Engine #3162 through Wisconsin Surplus Auction.

Chief Mark Hoppe explained this truck was purchased in 1996 for \$153,000. He explained it served as a back up engine for many years and has low miles. He asked that the board make a decision on a reserve for the auction site. The board set a reserve at \$15,000.

Motion by Supervisor Kranick to approve the sale of Engine #3162 through Wisconsin Surplus Auction at a reserve of \$15,000. Seconded by Supervisor Michels. Motion passed 4-0.

- C. Discussion and possible action on the adoption of Resolution 21-644, a Resolution approving the Mutual Aid Box Alarm System Agreement.

Chief Hoppe explained that because the Town's Fire Department is no Lake Country Fire, the old MABAS agreement is no longer valid with the State and requires readoption. He explained that Wales and Genesee are going through the same procedures.

Motion by Supervisor Michels to adopt Resolution 21-644, a Resolution approving the Mutual Aid Box Alarm System Agreement. Seconded by Supervisor Kranick. Motion passed 4-0.

Ninth order of Business: Announcements and Planning items

- A. Spring Primary – Tuesday, February 16, 2021
- B. Plan Commission – Thursday, February 18, 2021 @ 6:30PM
- C. Town Board – Tuesday, February 23, 2021 @ 6:30PM

Tenth order of Business: Adjournment

Motion by Supervisor Michels to adjourn the February 9, 2021 Town Board meeting at 7:08 p.m. Seconded by Supervisor Kranick. Motion carried 4-0.

Respectfully submitted:

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