

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
April 21, 2020 @ 6:30 PM

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

First order of business: Call to Order
Chairman Troy called the meeting to order at 6:35 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments:

Richard Nowacki, W281N3450 Taylors Woods Road, wanted to thank the poll workers and staff for a smooth Election and for putting themselves at risk to help.

Fourth order of business: Approval of March 10, 2020 Town Board Minutes

MOTION MADE BY SUPERVISOR KRANICK TO APPROVE THE MINUTES AS PRESENTED BY THE CLERK WITH THE CORRECTION OF ADDING JIM FRETT TO THE PUBLIC COMMENTS PORTION, CHANGING SUPERVISOR VAN HORN TO EXCUSED AND AMENDING THE ANNUAL MEETING TIME TO 6:30 PM. SUPERVISOR COOLEY SECONDED. MOTION CARRIED UNANIMOUSLY.

Fifth order of Business: New Business

- A. Discussion and possible action to approve the appointments and reappointments of Board of Appeal members

Chairman Troy introduced two current members, Robert Scheible and Heather Shaw, who were being reappointed with new 3-year terms. He also introduced a new member, Anthony Arbucias, who will be serving a 3-year term as an alternate member. Robert Scheible was present to receive his oath by the Clerk.

MOTION BY SUPERVISOR KRANICK TO APPROVE THE REAPPOINTMENTS OF ROBERT SCHEIBLE AND HEATHER SHAW FOR 3-YEAR TERMS AND THE APPOINTMENT OF ANTHONY ARBUCIAS FOR A 3-YEAR TERM AS AN ALTERNATE MEMBER TO THE BOARD OF APPEALS. SECONDED BY SUPERVISOR COOLEY. MOTION PASSED UNANIMOUSLY.

- B. Discussion and possible action to approve a contract with Civic Plus to develop and implement a new website platform for a one time investment cost of \$9,600.00 and an annual services cost of \$2,250.00 for a total cost of \$11,850.00.

Chairman Troy explained to the board the need for a new website that would include automatic alerts to residents who wish to receive them. He explained this will help to make the Town more transparent. Administrator Green added that he has worked with CivicPlus in the past and they have a very user friendly website with easy access to creating new content and updating information. Supervisor Dionisopoulos asked if there were any functions in the contract that the Town would be missing out on. Mr. Green explained that the main functions of the website that we would most utilize and that would benefit the Town the most are included. Supervisor Van Horn asked if Mr. Green felt comfortable with using this company in which he replied yes.

MOTION BY SUPERVISOR KRANICK TO APPROVE A CONTRACT WITH CIVICPLUS TO DEVELOP AND IMPLEMENT A NEW WEBSITE PLATFORM FOR A ONE TIME INVESTMENT COST OF

\$9,600.00 AND AN ANNUAL SERVICES COST OF \$2,250.00 FOR A TOTAL COST OF \$11,850.00. SECONDED BY SUPERVISOR DIONISOPOULOS. MOTION PASSED UNANIMOUSLY.

- C. Discussion and possible action to approve a service contract with Heartland Business Systems for Office 365 licenses and Active Directory configuration for upgraded email service and Microsoft Office Suite.

Dan Green reviewed the proposal from Heartland Business Systems and explained to the board the need for an updated email system. He explained that the current setup has too little of email storage and that mailboxes become full quickly. This causes returned back emails from senders. He also explained that with a change to the website provider, we would need to change our email as the current website and email provider are joined together.

MOTION BY SUPERVISOR KRANICK TO APPROVE A SERVICE CONTRACT WITH HEARTLAND BUSINESS SYSTEMS FOR OFFICE 365 LICENSES AND ACTIVE DIRECTORY CONFIGURATION FOR UPGRADED EMAIL SERVICE AND MICROSOFT OFFICE SUITE FOR A TOTAL COST OF \$6,792.00. SECONDED BY SUPERVISOR DIONISOPOULOS. MOTION PASSED UNANIMOUSLY.

- D. Discussion and possible action to approve a letter of credit reduction of \$60,500.00 for Zach Builders for White Oak Conservancy.

Supervisor Van Horn expressed concern about the frost damaging the road and the amount of traffic that will travel on the road the next 6 to 8 months. Chairman Troy stated he would like to have the Highway Superintendent sign off on this before allowing them to release the funds.

MOTION BY SUPERVISOR COOLEY TO APPROVE A LETTER OF CREDIT REDUCTION OF \$60,500.00 FOR ZACK BUILDERS FOR WHITE OAK CONSERVANCY CONTINGENT ON APPROVAL BY THE HIGHWAY SUPERINTENDANT. SECONDED BY SUPERVISOR KRANICK. MOTION PASSED UNANIMOUSLY.

Sixth order of Business: Adjournment

SUPERVISOR COOLEY MADE A MOTION TO ADJOURN THE APRIL 21, 2020 TOWN BOARD MEETING AT 7:02 PM. SECONDED BY SUPERVISOR KRANICK. THE MOTION PASSED UNANIMOUSLY.

Respectfully submitted:

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