

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING**  
**JUNE 27, 2023 @ 6:30 PM**

**Video Link:** <https://www.youtube.com/watch?v=8-sEKz7vavY&t=175s>

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

Chairperson Kranick called the meeting to order at 6:30 p.m.

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

**Third order of business:** Roll Call

Present: Supervisor Mahoney-Ogden, Supervisor Miller, Supervisor Michels, and Chairperson Kranick. Also present was Administrator Dan Green.

Excused: Supervisor Woelfle

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

**Fifth order of business:**

- a. Approval of the May 23, 2023, Town Board Minutes

*Motion by Supervisor Michels to approve the May 23, 2023, minutes. Seconded by Supervisor Miller. Motion passed 4-0.*

**Sixth order of Business:** Action on vouchers submitted for payment:

- a. Report on budget sub-accounts and action to amend 2022 or 2023 budget.
- b. 1) Accounts payable; 2) Payroll

*Motion by Supervisor Michels to approve payment of checks #66803- #66809 and checks #66812 - #66844 in the amount of \$268,801.42, and payments of checks #66845-#66847 and checks #66850-#66870 in the amount of \$39,349.78, and payrolls dated June 9, 2023, in the amount of \$17,381.78 and payrolls dated June 23, 2023, in the amount of \$17,565.97. Seconded by Supervisor Miller. Motion passed 4-0.*

**Seventh order of Business:** Communications

- a. Special Event Permit – Ronald McDonald House – Christmas Fantasy House: November 3<sup>rd</sup> to November 11<sup>th</sup> (N31W29225 Summerhill Road)
- b. City of Delafield Public Hearing Notice – Divine Redeemer Lutheran Church Conditional Use amendment.
- c. Village of Summit – Amendment to the 2045 Comprehensive Plan.
- d. Oakwood Grove Road – Schedule for construction
- e. Pewaukee Triathlon – Saturday, July 15<sup>th</sup> and Saturday, July 16<sup>th</sup>

**Eighth order of Business:** Unfinished Business:

**Ninth order of Business:** New Business:

- a. Discussion and possible action on a vacation rental application for Heather Black for the property located at W298N2785 Locust Lane.

Administrator Green reviewed the report from the Town Engineer. He explained the home currently has two parking stalls, but the code requires three. He also mentioned that the home itself only has two sleeping rooms, and the code requires one parking stall per room. Locust Lane is a private driveway that is owned by four separate homeowners. There is no homeowner's association. The engineer recommended approval on the application subject to 1) the owner installing an address plate that is clear and visible 2) the garage containers being moved from the front of the house to the rear of the house or to the west end of the carport 3) the corners of the lot be marked with stakes, so users know where the property lines are 4) the owner agreeing to all conditions of the license.

Supervisor Mahoney-Ogden asked if the home had lake access. The applicant explained there is shared access. There are four families that own the shared access with no homeowner's association. She also asked if guests use the owner's boat or if they bring their own boat. The applicant explained they cannot use the pier for their boat, and would have to rent a boat from elsewhere. The owner stated she will be using Airbnb and VRBO.

*Motion by Supervisor Mahoney-Ogden to approve the application for a vacation rental for Heather Black for the property located at W298N2785 Locust Lane, subject to the conditions from staff. Seconded by Supervisor Michels. Motion passed 4-0.*

- b. Discussion and possible action on the approval of a Temporary Class "B" beer and wine license for the Ronald McDonald House Charities of Easter WI for the Christmas Fantasy House Preview Night on November 2, 2023.

*Motion by Supervisor Michels to approve a Temporary Class "B" beer and wine license for the Ronald McDonald House Charities of Easter WI for the Christmas Fantasy House Preview Night on November 2, 2023. Seconded by Supervisor Miller. Motion passes 4-0.*

- c. Discussion and possible action on the approval of Alcoholic Beverage "Class B" Liquor, and "Class B" Beer renewal licenses for the licensing period of July 1, 2023, to June 30, 2024, to Pewaukee Yacht Club, Inc., Western Lakes Golf Club, FeNori Winery, LLC, and BuckRub Outfitters, Ltd.

*Motion by Supervisor Michels to approve alcoholic beverage "Class B" Liquor, and "Class B" Beer renewal licenses for the licensing period of July 1, 2023, to June 30, 2024, to Pewaukee Yacht Club, Inc., Western Lakes Golf Club, FeNori Winery, LLC, and BuckRub Outfitters, Ltd. Seconded by Supervisor Mahoney-Ogden. Motion passed 4-0.*

- d. Discussion and possible action on a proposed amendment to the Lake Country Fire and Rescue Agreement.

Chairman Kranick stated this amendment is from the Town of Genesee to allow the Town to exceed the 2% plus CPI. This would fund the seven staff this year and next year. This was approved by the referendum and recommends approval. The Town would be the sixth community of the seven in LCFR to approve this. The City of Delafield rejected this amendment. The proposed amendment creates an exception for 2024 to hire additional staff recommended by the staffing plan.

*Motion by Supervisor Mahoney-Ogden to approve the proposed amendment to the Lake Country Fire and Rescue Agreement. Seconded by Supervisor Miller. Motion passes 4-0.*

- e. Discussion and possible action on 2024 Budget Workshop dates

The two budget workshop dates will be September 26<sup>th</sup> and October 10<sup>th</sup>.

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

- a. Board of Review – Thursday, June 29, 2023 @ 5:00 PM
- b. Plan Commission – Tuesday, July 11, 2023 @ 6:30 PM
- c. Town Board - Tuesday, July 25, 2023 @ 6:30 PM
- d. Plan Commission – Tuesday, August 1, 2023 @ 6:30 PM
- e. Town Board – Tuesday, August 15, 2023 @ 6:30 PM (Combined August 8<sup>th</sup> & August 22<sup>nd</sup> meetings)

**Eleventh order of Business:** Adjournment:

*Motion by Supervisor Michels to adjourn the Tuesday, June 27, 2023, Town Board meeting at 6:55 PM. Seconded by Supervisor Miller. Motion passed 4-0.*

Respectfully submitted:

---

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