

VILLAGE OF GRAFTON

VILLAGE BOARD MEETING MINUTES

MARCH 19, 2012

President Brunnquell called the Village Board meeting to order at 6:00 p.m. The Pledge of Allegiance followed.

Board members present: Jim Grant, Dave Antoine, Sue Meinecke, David Liss, Lisa Harbeck, and Jim Brunnquell

Absent: Richard Rieck

Staff Present: Village Administrator Darrell Hofland, Finance Director Paul Styduhar, Police Chief Charles Wenten, Building Inspector Tom Johnson, Parks and Recreation Director John Safstrom, Utility Director Tom Krueger, Deputy Clerk Lisa Oppeneer, and Village Attorney Michael Herbrand

MINUTES

Motion by Trustee Harbeck, seconded by Trustee Antoine, to approve the 3-5-2012 Village Board meeting minutes and File the 3-5-2012 Finance Committee; 3-7-2012 Community Development Authority; 3-8-20112 Architectural Review Board; 3-12-2012 Board of Public Works; 3-13-2012 Public Safety; and the 3-14-2012 Parks and Recreation Board meeting minutes, as presented. Approved unanimously.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

Committee Appointments

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve items A and B as follows: A. Approval of appointment to Public Arts Board – Joan Warwick to fill unexpired term of Gloria Rosenberg (expires 2014) B. Approval of appointment to Public Arts Board – John (Jay) Batista to fill unexpired term of Angelica Chalmers (expires 2012), as presented. Approved unanimously.

President Brunnquell reviewed the materials distributed for Village Board member review.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Resolution No. 002, Series 2012, Initial Resolution Regarding Midwestern Disaster Area Revenue Bond Financing for WP Property Acquisitions LLC, was offered by Trustee Liss.

Motion by Trustee Meinecke, seconded by Trustee Antoine, to adopt Resolution No. 002, Series 2012, as presented.

Administrator Hofland commented these bonds are similar to Industrial Revenue Bonds that the Village has approved in the past. Starting in 2012, the Village can authorize these bonds under special legislative action, due to a flood that happened 3 to 4 years ago. These bonds are for a new business that wants to develop on a Cheyenne Avenue parcel. The bond financing will allow them to obtain tax exempt financing.

President Brunnuell commented that the Village has approved these types of bond issuances before.

The motion to adopt Resolution No. 002, Series 2012 was approved unanimously.

Report of the Finance Committee

Item 1/ Report of the Finance Committee

Motion by Trustee Grant, seconded by Trustee Liss, to authorize the chargeback of the 2010 Village portion of delinquent personal property taxes in the amount of \$744.53, as presented. Approved unanimously.

Items 2-5 / Report of the Finance Committee

Motion by Trustee Meinecke, seconded by Trustee Liss, to approve items 2-5 of the Report of the Finance Committee as follow: 2. Approve an amendment to the Table of Organization and Personnel Schedule; 3. Approve the job descriptions for the Utility Program Coordinator and the Lead Utility Operator with placement in the Classified Structure for Non-represented Employees; 4. Authorize the filling of the Utility Program Coordinator and the Lead Utility Operator positions with existing Village employees; 5. Authorize the Village Administrator to increase the wage for the newly promoted Utility Program Coordinator and Lead Utility Operator by 2 percent, as presented.

Administrator Hofland commented the change in positions is due to Utility Director Tom Krueger going to a part-time status and to get job duties lined up for his future retirement.

Trustee Harbeck questioned if these promotions would include additional job duties. Director Krueger stated yes.

The motion to approve items 2-5 of the Report of the Finance Committee was approved unanimously.

Item 6 / Report of the Finance Committee

Motion by Trustee Grant, seconded by Trustee Antoine, to authorize the filling of the vacant part-time Office Assistant position, as a limited term

employee in the Inspection Department, effective April 2, 2012, as presented. Approved 4-2 (Harbeck and Meinecke – nay.)

Item 1 / Report of the Community Development Authority

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve the Downtown Business Development Loan Program, as presented.
Approved unanimously.

President Brunnuell commented the Village will partner with First Bank Financial Centre for this program.

Report of the Board of Public Works

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve Items 1-8 of the Report of the Board of Public Works.

It was found that the Report of the Board of Public Works contained Items 1-8; however, two items were inadvertently omitted from the Village Board agenda. Utility Director Krueger identified that the postponement of two items will not be an issue and will allow him to obtain additional information for presentation to the Board. The two items will be placed on the April 2, 2012 Board agenda for action.

The motion was amended to approve Items 1-6 of the Report of the Board of Public Works, as follows: 1. Award project 12-01 / Street Reconstruction (11th Avenue / 13th Avenue / Broad Street / Cedar Street / Police Station driveway) to Advance Construction, Green Bay, WI for a cost of \$857,430.95; 2. Award contract 12-02 / Sidewalk Replacement to Venske Concrete & Construction, Jefferson, WI for a project amount not to exceed \$36,000; 3. Approve the 2011 Storm Water Annual Report; 4. Approve change order #2 by Rawson Contractors, Inc., Sussex, WI, to extend the substantial and final completion dates for project construction to March 30 and April 30 respectively; 5. Approve Amendment No. 1 to the Septage Receiving Station Engineering Services Agreement with Donohue & Associates, Inc., Sheboygan, WI, including an increase of \$5,700 resulting in a total contract amount of \$42,400; 6. Approve the Tower #2 maintenance contract agreement with Utility Services Company, as presented. Approved unanimously.

Items 1 & 2 / Report of the Public Safety Committee

Motion by Trustee Antoine, seconded by Trustee Liss, to approve items 1 and 2 as follows: 1. Approve the Tour de Cure fundraiser bike ride on June 16, 2012; 2. Ordinance No. 002, Series 2012, amending Chapter 9.47 / Chronic Nuisance Premises, as presented.

Chief Wenten commented the Chronic Nuisance Ordinance has a policy which requires an action plan and compliance with the property owner of the surveillance system. The mandated surveillance system is working out very well. The surveillance system

requirement was helpful with the recent armed robbery at a local gas station. Telecommunicators were able to dispatch out Police Officers before the call came in.

Trustee Grant questioned what businesses would be mandated to have the surveillance system. Chief Wenten stated any business open 24 hours and/or having firearms on the premises.

Trustee Harbeck questioned if any businesses have resisted the installation of surveillance systems. Chief Wenten commented once in a while there may be some resistance but overall once installed, businesses are very pleased.

The motion to approve Items 1 & 2 of the report of the Public Safety Committee were approved unanimously.

Item 1 / Report of the Parks and Recreation Board

Motion by Trustee Meinecke, seconded by Trustee Antoine, to accept the donation of the Josh Davis-Joiner Memorial Project for Veterans Memorial Park, and to allow the project to move forward with the project details being brought back to the Parks and Recreation Board for review and final approval, as presented.

Parks and Recreation Director John Safstrom commented a group of teens in Grafton have been planning to update the basketball courts at Veterans Memorial Park in memory of Josh Davis-Joiner. Currently they are working with a contractor for the project, completing fund raisers, and the numbers they have received look great and doable. The Parks and Recreation Board have reviewed the colors and plans for the project.

Trustee Liss questioned when the project would be started. Mr. Safstrom replied they are anticipating sometime in June but as soon as they have all their funding they will start.

President Brunquell questioned if the construction of the project is taking into consideration other events that may be going on in the park. Mr. Safstrom replied the project should only take about a about a day to complete.

Trustee Grant questioned if a ribbon cutting ceremony could take place during one of the events that will be held in the park. This would provide additional publicity for the project. Trustee Liss agreed.

Scott Volkert, 2031 Huron Circle, commented as a father of a son in the Grafton schools this project will touch many lives and to be able to have a big dedication would be great.

The motion to approve item 1 of the Report of the Parks and Recreation Board was approved unanimously.

Item 2 / Report of the Parks and Recreation Board

Motion by Trustee Grant, seconded by Trustee Harbeck, to approve the proposed program fee increases, as presented.

Director Safstrom commented the fee increase is for multiple programs over a five year period.

The motion to approve item 2 of the Report of the Parks and Recreation Board was approved unanimously.

Item 3 / Report of the Parks and Recreation Board

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to table the recommendation to inform the Feith Family YMCA Center that the Village is not interested in a potential partnership regarding the Family Aquatic Center, pending receipt of additional information. Approved unanimously.

Contract with Stantec Consulting Services

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve the contract with Stantec Consulting Services, Inc., Mequon, WI, for the design of Badger Court improvements for a cost not to exceed \$10,600, as presented. Approved unanimously.

LICENSES

None

DEPARTMENT AND OFFICERS REPORTS

None

REPORT OF BILLS

Motion by Trustee Liss, seconded by Trustee Antoine, to approve the payment of Village expenditures in the amount of \$697,499.32, as presented. Approved unanimously.

Trustee Harbeck questioned a few of the bills. Her questions were satisfactorily answered by Staff.

OLD BUSINESS

Village Attorney Michael Herbrand informed the Village Board he received settlement money from the Shady Lady business. Foundations Bank has issued a foreclosure on the business owner's home and the Village was named in the suit.

Bill Hass, 1226 Water Terrace, questioned if there was any new information regarding the Bridge Street dam.

President Brunnquell commented he received an email from the Deputy DNR Director thanking him for the meeting and the information presented. Hopefully the Village will hear back in the next week or two with a resolution.

NEW BUSINESS

None

ADJOURN

Motion by Trustee Harbeck, seconded by Trustee Meinecke, to adjourn at 6:28 p.m. Approved unanimously.