

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES

APRIL 2, 2012

President Brunnquell called the Village Board meeting to order at 6:02 p.m. The Pledge of Allegiance followed.

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

Board members Absent: Richard Rieck

Staff Present: Village Administrator Darrell Hofland, Director of Public Works / Village Engineer Dave Murphy, Utility Director Tom Krueger, Finance Director Paul Styduhar, Building Inspector Tom Johnson, Administrative Assistant Rachel Reiss, and Village Attorney Michael Herbrand

MINUTES

Motion by Trustee Antoine, seconded by Trustee Harbeck, to approve 3-19-2012 Village Board meeting minutes and File the 3-5-2012 Woodlawn Cemetery Committee; 3-19-2012 Special Board of Public Works; 3-20-2012 Public Arts Board meeting minutes, as presented. Approved unanimously.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

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

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Todd Taves, Ehlers, Inc. reviewed the pre-sale information for the refinancing bond resolutions. The estimated savings for the taxable bonds is \$165,000 and the non-taxable bonds is \$69,000. This is based on the prior week's interest rate.

The resolutions being presented give the Finance Director authority to authorize the bids. Due to the fluctuating market, it is necessary to approve the bids quickly in order to achieve the best rating. The sale of the bonds is set for April 26.

Administrator Hofland stated the projected savings include any cost for refinancing the bonds.

Resolution No. 003, Series 2012, Initial Resolution authorizing the issuance of \$105,000 General Obligation Bonds to finance Community Development Projects in Tax Incremental District No. 2 was offered by Trustee Grant.

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to adopt Resolution No. 003, Series 2012 as presented. Approved unanimously.

Resolution No. 004, Series 2012, Initial Resolution authorizing the issuance of not to exceed \$1,990,000 Taxable General Obligation Refunding Bonds was offered by Trustee Meinecke.

Motion by Trustee Liss, seconded by Trustee Antoine, to adopt Resolution No. 004, Series 2012 as presented. Approved unanimously.

Resolution No. 005, Series 2012, Resolution establishing parameters for and authorizing the sale of not to exceed \$2,095,000 Taxable General Obligation Corporate Purpose Bonds, Series 2012A was offered by Trustee Antoine.

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to adopt Resolution No. 005, Series 2012 as presented. Approved unanimously.

Resolution No. 006, Series 2012, Initial Resolution authorizing the issuance of \$250,000 General Obligation Bonds for Street Improvement Projects was offered by Trustee Liss.

Motion by Trustee Meinecke, seconded by Trustee Antoine, to adopt Resolution No. 006, Series 2012 as presented. Approved unanimously.

Resolution No. 007, Series 2012, Initial Resolution authorizing the issuance of not to exceed \$990,000 General Obligation Refunding Bonds was offered by Trustee Harbeck.

Motion by Trustee Liss, seconded by Trustee Antoine, to adopt Resolution No. 007, Series 2012 as presented. Approved unanimously.

Resolution No. 008, Series 2012, Resolution establishing parameters for and authorizing the sale of not to exceed \$1,240,000 General Obligation Corporate Purpose Bonds, Series 2012 B was offered by Trustee Meinecke.

Motion by Trustee Harbeck, seconded by Trustee Antoine, to adopt Resolution No. 008, Series 2012 as presented. Approved unanimously.

Post-Issuance Compliance Policy For Tax-Exempt And Tax Advantaged Obligations Finance Director Styduhar stated the policy presented has been prepared by Quarles & Brady, LLP, the Village's Bond Counsel for debt issuance. The main provisions of the policy indicate that the Village complies with documents and records for issuances, arbitrage, and private activity concerns. This is a new requirement of the Internal Revenue Service.

Motion by Trustee Grant, seconded by Trustee Liss, to approve the Post Issuance Compliance Policy for Tax Exempt and Tax Advantaged Obligations. Approved unanimously.

Update on Bridge Street dam repair requirements per NR 333 and Chapter 31

Public Works Director / Executive Utility Director Dave Murphy stated he received correspondence from Eric Nitschke of Wisconsin Department of Natural Resources (WDNR). The WDNR is not requiring the Village to put up a gate. The Village will be allowed to determine the design; however, there must be an area to draw down the dam for future repairs.

The contract is pending Attorney Herbrand's review and comments. Construction will hopefully begin in 2013.

Administrator Hofland commended the work Village President Brunnuell did to ensure a good partnership between the WDNR and the Village.

Trustee Grant questioned the total cost of the project. Mr. Murphy stated the project cost is approximately \$450,000 with about \$200,000 being funded from grants.

Phase 1 report by CH2MHill, Milwaukee, WI,

Utility Director Tom Krueger stated Phase 1 of the regional water system was a joint study undertaken by the Village of Grafton in concert with the City of Cedarburg and the City of Mequon. The purpose of the study was to investigate feasible long-term lake water supply alternatives along with potential options for regional water service and governance.

Motion by Trustee Harbeck, seconded by Trustee Liss to accept Phase 1 report by CH2MHill, Milwaukee, WI, entitled Preliminary Investigation for Regional Water Authority. Approved unanimously.

CH2MHill, Milwaukee, WI, Phase 2

Phase 2 of the investigations will refine the analysis of Phase 1 water supply alternatives, identify near-term cooperative planning efforts over the next 10 to 15 years and, perform more detailed investigations regarding options and potential for future water entity formation.

Motion by Trustee Liss, seconded by Trustee Antoine, to authorize CH2MHill, Milwaukee, WI, to proceed with Phase 2 investigations per their scope of services proposal and for a not-to-exceed cost of \$35,888 with Grafton's cost share equal to \$11,962.66.

Resolution amending the 2011 General Fund Budget

Finance Director Styduhar stated this process is completed yearly. The transfer is to ensure no program areas are over budget. Overall the General Fund is under budget for 2011.

Trustee Grant questioned why the Police Chief was not informed of the transfer. Mr. Styduhar stated it was his error to not inform the Chief of the amendment; however, the Public Safety program area is still within budget for 2011.

Trustee Grant expressed concern that this was not presented to the Public Safety Committee. It is a simple courtesy to inform the departments affected by any budget transfer prior to approval.

Motion by Trustee Grant, seconded by Trustee Antoine to table the adoption of the resolution until a future meeting.

Woodlawn Cemetery Road

Motion by Trustee Grant, seconded by Trustee Meinecke, to authorize the hiring of Payne and Dolan to replace the Woodlawn Cemetery road for a cost of \$11,200 with a loan transfer of \$2,300 from Capital Projects Fund account 205.49.491405 to Woodlawn Cemetery Capital Fund account 405.592205.998 for the road replacement. Approved unanimously.

LICENSES

Motion by Trustee Liss, seconded by Trustee Meinecke, to approve the issuance of Operators Licenses, as presented. Approved unanimously.

DEPARTMENT AND OFFICERS REPORTS

None

REPORT OF BILLS

Motion by Trustee Grant, seconded by Trustee Antoine, to approve the payment of Village expenditures in the amount of \$119,103.39, as presented. Approved unanimously.

Trustee Antoine questioned several bills from the expenditure listing. His questions were answered satisfactorily by staff.

OLD BUSINESS

Trustee Grant questioned the status of a joint Village / Town of Grafton meeting. Administrator Hofland stated the Village has not heard from the Town to finalize a date.

NEW BUSINESS

Grafton Lions Park

Trustee Antoine announced the grand opening date for Grafton Lions Park on May 5. Festivities will begin at 10:00 a.m. There will be a ribbon cutting at 11:00 a.m. It would be appreciated if Village officials and staff could attend.

Electronic Sign

Administrator Hofland stated the 2012 Capital Projects Fund includes \$14,000 for a joint electronic sign on the Grafton School District Property. The Grafton School District is anticipated to fund 50 percent of the sign. Since the original quote, prices have increased and the Village's share has increased by \$3,500. The excess expense would come from the Capital Projects Fund Balance.

The base material is foam that visually looks like brick. This is less expensive than using real brick.

The School District is hoping to have the sign installed by graduation and needs a commitment from the Village to begin construction.

Trustee Antoine questioned where the sign would be located. Administrator Hofland stated it would be in front of the District Offices.

Trustee Grant questioned if Mr. Murphy thought the foam base would be acceptable. Mr. Murphy indicated he was unaware of the scope of the project.

There was a consensus of the Board to direct Staff to contact the School District to begin the project. This item will be on the next Board agenda for official action.

Election

Trustee Harbeck wished the candidates success in the election on Tuesday.

CONVENE TO CLOSED SESSION

Motion by Trustee Liss, seconded by Trustee Harbeck, to convene to closed session at 6:51 p.m., pursuant to Wisconsin Statutes 19.85(1)c) for Personnel matters (Non-represented employee review/compensation and 2013-2014 LAW-Police Officer Unit collective bargaining unit) and 19.85(1)e) for real estate and competitive bargaining matters (Purchase of property for redevelopment purposes / Developer incentive agreement – UPAD, EtAl and WP Property Acquisitions LLC). Approved unanimously.

During the Closed Session, the Village Board discussed negotiation strategies relating to possible amendments to UPAD development agreement, 2012-2013 LAW-Police Officer Union contract, and a development agreement with WP Properties Acquisition LLC. The Village Board also discussed conducted an evaluation of the Village Administrator's 2011 performance.

RE-CONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS

Motion by Trustee Grant, seconded by Trustee Meinecke, to re-convene to open session and the regular order of business at 7:43 p.m. Approved unanimously by roll call vote.

CONSIDERATION OF 2012 COMPENSATION PACKAGE FOR VILLAGE ADMINISTRATOR

Motion by Trustee Liss, seconded by Trustee Antoine to approve the 2012 compensation package for the Village Administrator as discussed.

Village Board members expressed their appreciation for the continued professional services of Mr. Hofland. Mr. Hofland conveyed his appreciation for their ongoing support.

The motion to approve the 2012 compensation package was approved unanimously.

ADJOURN

Motion by Trustee Grant, seconded by Trustee Meinecke, to adjourn at 7:45 p.m. Approved unanimously.