

VILLAGE OF GRAFTON

VILLAGE BOARD MEETING MINUTES

MAY 7, 2012

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

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

Staff / Officials Present: Village Administrator Darrell Hofland, Village Attorney Michael Herbrand, and Deputy Clerk Lisa Oppeneer

Others Present: Cub Scout and Boy Scout Troop from St. Paul Lutheran School-Grafton

MINUTES

Motion by Trustee Antoine, seconded by Trustee Grant, to approve the 4-17-2012 Village Board and the 4-25-2012 Joint Village Board / Town Board meeting minutes and File the 4-12-2012 Architectural Review Board; 4-18-2012 Parks and Recreation Board; 4-23-2012 Joint Library Board; 4-24-2012 Plan Commission; 5-2-2012 Joint Review Board and the 5-2-2012 Community Development Authority meeting minutes, as presented. Approved unanimously.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

Confirmation of Village Board Committee assignment change – 2012-2013 – Lisa Harbeck - Public Safety Committee

Motion by Trustee Grant seconded by Trustee Liss, to approve the confirmation of Village Board Committee assignment change – 2012-2013 – Lisa Harbeck – Public Safety Committee, as presented.

President Brunnquell commented that the assignment change is due to an imbalance of Committee assignments.

Trustee Meinecke commented that two years ago she had to leave the Public Safety Committee because she was also on the Board of Public Works. She was told she could not be on two high profile committees. Trustee Harbeck is now going to be on the Board of Public Works and Public Safety Committee. Trustee Meinecke would like to get back on Public Safety Committee and be removed from the Parks and Recreation Board if it is no longer a rule that you cannot be on both.

President Brunnuell commented he will look into this and will work with Trustee Meinecke to make some future changes.

The motion to approve the Committee assignment change was approved 6-1 (S. Meinecke – nay.)

Confirmation of Citizen Member Board / Committee / Commission appointments

Motion by Trustee Rieck, seconded by Trustee Grant, to approve the confirmation of Citizen Member Board / Committee / Commission appointments, as presented.

Trustee Harbeck questioned why some citizens on committees have two year terms and others are three year terms. She understands it is a tough job to fill positions; however, we need to make it fair for other citizens to have an opportunity to be on Committees.

Mr. Hofland commented that some Committees are required to be three to five year terms due to Wisconsin statutory regulations.

The motion to approve confirmation of Citizen Member Board / Committee / Commission appointments was approved 5-2 (L. Harbeck & S. Meinecke – nay.)

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

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Resolution No. 012, Series 2012, approving the employment contract with the Labor Association of Wisconsin, Inc. (Police Officer Unit) for 2012, was offered by Trustee Meinecke.

Motion by Trustee Rieck, seconded by Trustee Harbeck, to adopt Resolution No. 12, Series 2012, as presented.

Administrator Hofland commented this is a one year contract. The Police Officers will be given a wage increase on January 1 and July 1, 2012. Currently, they contribute 7 percent towards their health insurance premiums; under new contract, they will contribute 10 percent. Currently, employees contribute zero toward the employee share of the Wisconsin Retirement System and under new contract they will contribute 2.5 percent of their pay.

The motion to adopt Resolution No. 012, Series 2012, was approved unanimously.

Resolution No. 013, Series 2012, authorizing the submission of a Wisconsin Department of Transportation Facilities for Economic Assistance (TEA) grant application was offered by Trustee Liss.

Motion by Trustee Antoine, seconded by Trustee Meinecke, to adopt Resolution No. 013, Series 2012, as presented.

Administrator Hofland commented Village Staff has been working with Gauthier Biomedical on finding funding sources for construction of WIS 60 vehicular access, median improvements, and other traffic improvements to make the project feasible. The new facility for Gauthier Biomedical is not located within a TID District. There is a program available called the TEA grant that this project is eligible for a 50 percent grant of the cost of the project. The Village needs to be the applicant in order to qualify for the grant. The Gauthier's are aware that they will be responsible for paying the other 50 percent cost of the project. The grant amount will be \$87,761.

The motion to adopt Resolution No. 013, Series 2012, was approved unanimously.

Item 1 / Report of the Community Development Authority

Resolution No. 014, Series 2012, approving an Amendment to the Project Plan and Boundaries of Tax Incremental District No. 2, Village of Grafton, was offered by Trustee Grant.

Motion by Trustee Liss, seconded by Trustee Rieck, to adopt Resolution No. 014, Series 2012, as presented.

Administrator Hofland commented in 1996 TID 2 was created and has been doing very well ever since. In 2008 the TID was able to become a donor TID to TIDs 3 and 4. The proposed TID Project Plan amendment includes an addition of a six acre parcel and a developer incentive of an amount up to \$100,000.

There is currently a proposed project for the six acre parcel. The project is proposed to be a \$5 million project which consists of a 45,000 square foot office building. Village staff may have final details available to release to the public by the end of the month.

Trustee Harbeck had questions regarding the soil on the six acre parcel and wondering if she could see the soil boring report that is being referenced.

Wayne Wiertzema, President of Wangard Partners, commented that a soil boring report is available for review. The vacant property has been "filled" over time. It does not have some of the stability as natural virgin ground does.

Administrator Hofland introduced Todd Taves, of Ehlers, who had prepared the TID Project Plan and Boundary Amendment and is present for questions.

Trustee Grant commented that Grafton has one major project going on right now and potentially a second. This is rare in this economy and is extremely healthy for the Village. The Village of Grafton is a thriving community.

The motion to adopt Resolution No. 014, Series 2012, was approved unanimously.

Item 2 / Report of the Community Development Authority

Motion by Trustee Harbeck, seconded by Trustee Meinecke, to approve the South Commercial District Development Loan Program, as presented.

Administrator Hofland commented this program is similar to the downtown development program. Due to property types and square footage of properties in the South Commercial District, Port Washington State Bank has increased the individual loan amount from \$25,000 to \$50,000, with an interest rate of 1 percent over a 10 year repayment term. Loans can be used towards purchase of property, renovation of building, and environmental clean-up. The Village is very pleased with Port Washington State Bank and its continued commitment to Grafton.

The motion to approve Item 2 of the Report of the Community Development Authority was approved unanimously.

Report of the Plan Commission

Motion by Trustee Rieck, seconded by Trustee Antoine, to approve Ordinance No. 004, Series 2012, approving an amendment to Section 19.03.0803 Detailed Standards for Accessory uses in non-residential districts to regulate unattended donation boxes, as presented. Approved unanimously.

LICENSES

Motion by Trustee Rieck, seconded by Trustee Grant, to approve the issuance of Operators Licenses and approve the expansion of premises / Scooters / 1412 Wisconsin Avenue / 8:00 a.m. to 9:00 p.m. on Saturday, May 12, 2012 for a Pig Roast, as presented. Approved unanimously.

DEPARTMENT AND OFFICERS REPORTS

Administrator Hofland commented that the Village's debt level at the close of 2011 was 66 percent of the statutory limit. The non-TID related debt was under 31 percent of the statutory limit. The Village's maximum debt percentages for these two types of debt are 85 percent and 55 percent respectively. This is very healthy for an active community which has often partnered with developers to create new property tax base.

Trustee Grant commented that the Village's building/facility infrastructure for municipal use is completely built and updated. That is rare for communities.

REPORT OF BILLS

Motion by Trustee Grant, seconded by Trustee Antoine, to approve the payment of Village Expenditures in the amount of \$345,354.18, as presented. Approved unanimously.

Trustee Meinecke and Trustee Harbeck had questions regarding a few of the bills.

OLD BUSINESS

President Brunnuell commented the ribbon cutting at Lions Park which had a great turn out.

Trustee Antoine commented about 150 people attended and the Grafton Lion's Club went through all the food and beverages.

NEW BUSINESS

Trustee Meinecke commented laws regarding absentee voting have changed. She questioned if Village staff could get the information out to the public that absentee voting ends the Friday before an Election.

CONVENE TO CLOSED SESSION

Motion by Trustee Grant, seconded by Trustee Harbeck, to convene to closed session at 6:28 p.m., pursuant to Wisconsin Statutes 19.85(1)(c) for Personnel Matters (Employee performance evaluation - Finance Director) and 19.85(1)(e) for Real Estate and Competitive Bargaining matters (Developer Incentive Agreement – Grafton Cheyenne LLC and UPAD, EtAL). Approved unanimously.

During Closed Session, the Village Board discussed the performance of the Finance Director and discussed negotiation strategies associated with Grafton Cheyenne development agreement and UPAD development agreement amendments.

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

Motion by Trustee Grant, seconded by Trustee Meinecke to adjourn the Closed Session and reconvene into the regular order of business at 7:05 p.m. Approved unanimously by roll call vote.

ADJOURN

Motion by Trustee Grant, seconded by Trustee Harbeck to adjourn the meeting at 7:05 p.m. Approved unanimously