

VILLAGE OF GRAFTON

VILLAGE BOARD MEETING MINUTES

JANUARY 7, 2013

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

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

Board members absent: Richard Rieck

Staff/Officials present: Village Administrator Darrell Hofland, Director of Planning and Development Michael A. Rambousek, Police Chief Charles Wenten, Village Attorney Mike Herbrand, Senior Coordinator / Recreation Program Supervisor Karin Sevener, and Administrative Assistant Katie Salatto

Public present: News Graphic Reporter Steve Schuster

MINUTES

Motion by Trustee Grant seconded by Trustee Antoine to approve the 12-17-2012 Village Board meeting minutes and File the 12-19-2012 Park and Recreation Board; 11-28-2012 Police and Fire Commission; and 12-18-2012 Plan Commission meeting minutes, as presented.

PERSONS REQUESTING TO BE HEARD

None.

BUSINESS PRESENTED BY THE PRESIDENT

None.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Emergency Dispatch Task Force: appointment of Village Representatives

Administrator Hofland stated that the first meeting for the Emergency Dispatch Task Force occurred this past month. Mr. Hofland explained that city administrators, fire chiefs, and police chiefs were all present. He stated that the goal is to appoint official designation of staff members for future meetings as well as appoint multiple subcommittees who are knowledgeable about fire, police and finances/administration.

Village President Jim Brunnquell asked if anyone else was interested in serving on the task force. There was no reply.

Motion by Trustee Meinecke seconded by Trustee Antoine to approve the Emergency Dispatch Task Force: appointment of Village representatives. Approved unanimously.

Report of Plan Commission

1. Approval of ordinance to establish Section 19.03.0803 (F) for Transient Street Merchant which will outline the requirements as well as definitions, regulations and issuance of Transient Street Merchant permitting, proof of documentation, application and registration fees, and revocation of permits.

Director of Planning and Development Mike Rambousek stated that the ordinance creates a level playing field between those who rent and own with those who are street vendors. Mr. Rambousek stated that with the approval of the ordinance there would be a required fee for street vendors who wish to operate in the Downtown area. He stated that the food would have to pass a safety test and that applications would need to be renewed yearly. He explained that a number of users would be exempt from having to apply. He provided the example of anything that is directly related to the Village of Grafton and any other non-for-profit approved by the Plan Commission as well as any stores who want to place vendor stations on their private property.

Village Administrator Darrell Hofland stated that the intent of the ordinance is not to discourage transient merchants, but to create a level playing field among transient merchants and brick and mortar establishments.

Village Attorney Mike Herbrand stated that food and personal safety as well as background checks are covered by the application fees transient merchants would be required to pay.

Trustee Grant pointed out that a transient merchant would not need to pay the application fee if s/he were on private property.

Motion by Trustee Antoine seconded by Trustee Liss to approve the ordinance to establish Section 19.03.0803 (F) for Transient Street Merchant which will outline the requirements as well as definitions, regulations and issuance of Transient Street Merchant permitting, proof of documentation, application and registration fees, and revocation of permits. Approved unanimously.

2. Approval of ordinance to amend the Comprehensive Plan for 2035 Ozaukee Chapter, for property located on the north side of Columbia Road west of the Sendik's Store (2195 First Avenue) to designate 1.01 acres from the current Commercial use designation to Medium Density Urban Residential (2.4-4.4 dwelling unit/acre) use designation

Village President Jim Brunnquell stated that this ordinance is one of four approvals needed to change to the 2035 land-use map which is consistent with the change to moving from a commercial use to a residential use.

Director of Planning and Development Mike Rambousek stated that this is the perfect fit as it explains the density of the parcel.

Motion by Trustee Antoine, seconded by Trustee Meinecke to approve the ordinance to amend the Comprehensive Plan for 2035 Ozaukee Chapter, for property located on the north side of Columbia Road west of the Sendik's Store (2195 First Avenue) to designate 1.01 acres from the current Commercial use designation to Medium Density Urban Residential (2.4-4.4 dwelling unit/acre) use designation. Approved unanimously.

3. Approval of ordinance to amend the Comprehensive Plan for 2035 (Land Use Map), as requested by Al and June Kohlwey, property owners of the 0.409 acre parcel located at 1127 Keup Road (with the exception of the 15 feet running along the southern border of said parcel) from Median Density Urban Residential use designation to Park and Recreational use designation

Village President Jim Brunnquell that items three and four would be discussed at the same time.

Motion by Trustee Harbeck, seconded by Trustee Meinecke to approve the ordinance to amend the comprehensive Plan for 2035 (Land Use Map), as requested by Al and June Kohlwey, property owners of the 0.409 acre parcel located at 1127 Keup Road (with the exception of the 15 feet running along the southern border of said parcel) from Median Density Urban Residential use designation to Park and Recreation use designation. Approved unanimously.

4. Approval of ordinance to rezone a 0.348 acre parcel of the 0.409 acre property, as requested by Al and June Kohlwey, located at 1127 Keup Road from R-2 Single Family Residential District to PR-Park and Recreation District

Motion by Trustee Liss, seconded by Trustee Antoine to approve the ordinance to rezone a 0.348 parcel of the 0.409 acre property, as requested by Al and June Kohlwey, located at 1127 Keup Road from R-2 Single Family Residential District to PR-Park and Recreation District. Approved unanimously.

Report of Park and Recreation

1. Approval of revisions to the New Programming Policy as proposed

Village Administrator Darrell Hofland stated that the Parks and Recreation Board is concerned with the timeframe between the genesis of a program and the availability of all the necessary approvals to establish the program. Mr. Hofland pointed out that the

approval process can sometimes take two months or longer. He explained that the goal of the policy change to fast-track the approval process before something has the chance to change within the program which may result in it not being able to move forward. Mr. Hofland stated that the idea would be to set a “sunset date” or “review date” of a six-month period to come back with an update to the Village Board in order to allow the process to continue.

Village President Jim Brunnquell stated that if nothing should happen in a three-month period there would be no need to revisit the topic.

Senior Activities and Recreation Program Supervisor Karin Sevenser explained the importance of moving Parks and Recreation projects forward. Ms. Sevenser stated that after obtaining school usages or instructors, the waiting period most often postpones being able to offer aspects of the programs – especially when coordinating events with other municipalities. She pointed out that the Parks and Recreation Department always creates a feasibility report which is then benchmarked after the event.

Motion by Trustee Grant, seconded by Trustee Harbeck to approve the revisions to the New programming Policy as proposed. Approved unanimously.

LICENSES

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

Motion by Trustee Grant, seconded by Trustee Meinecke to approve the issuance of class “A Fermented Malt Beverage (Beer)/”Class A” intoxicating liquor license for the period ending June 30, 2013, for Ruhama Masih-agent/SR & K Investor, LLC, d.b.a. Grafton Clark Gas Station, 1020 Washington Street, as presented. Motion carried.

DEPARTMENT AND OFFICERS REPORTS

None.

REPORT OF BILLS

Trustee Antoine asked about the \$22,000 bill on page five.

Trustee Meinecke and Trustee Harbeck stated that they thought it was for defective paint for the wastewater treatment plant.

Trustee Antoine stated that he would contact Director of Administrative Services Paul Styduhar about it.

Trustee Harbeck questioned the amount to Polar Express (page two of the first section). Ms. Harbeck wanted to know why there were two separate amounts.

Senior Coordinator / Recreation Program Supervisor Karin Sevenser stated that the first amount was for the trolley in Grafton to get folks to and from the Fire Department and that the second amount was for the bus transportation for the other two participating communities. Ms. Sevenser stated that Grafton paid in full as the host community and Port Washington and Cedarburg are invoiced accordingly so that the expense for the busses is split evenly amongst all three communities.

Motion by Trustee Meinecke, seconded by Trustee Liss to approve the payment of Village expenditures in the amount of \$335,740.74, as presented. Approved unanimously.

OLD BUSINESS

Trustee Antoine stated that the last GALA event turned out wonderfully and that the next event should be just as great. He welcomed everyone to attend.

Trustee Grant asked if there was any follow up done to the concerns people had from the 2012 Community Survey. Village Administrator Darrell Hofland stated that there was no opportunity to provide comment or ask questions for 2012, but that there will be an option for open-ended questions to residents in 2013.

NEW BUSINESS

None.

CONVENE TO CLOSED SESSION

Motion by Trustee Antoine, seconded by Trustee Grant to Convene to closed session at 6:31p.m., pursuant to Wisconsin State Statutes 19.85(1)(b) for personnel matters (Grafton Professional Police Officers Association 2013 contract). Approved unanimously by roll call vote.

During five-minute closed session, the Village Board discussed negotiation strategies for the 2013 police officer contract.

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

Motion by Trustee Meinecke, seconded by Trustee Grant to re-convene to open session and the regular order of business at 6:36 p.m. Approved unanimously by roll call vote.

ADJOURN

Motion by Trustee Antoine, seconded by Trustee Grant to adjourn the meeting at 6:36 p.m. Approved unanimously.