

VILLAGE OF GRAFTON

VILLAGE BOARD MEETING MINUTES

MONDAY, FEBRUARY 18, 2013

President Brunnquell called the Village Board meeting to order at 6:00 p.m. The Pledge of Allegiance followed; Troop 839 was asked to lead by President Brunnquell.

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

Staff/Officials present: Village Administrator Darrell Hofland, Police Chief Charles Wenten, Director of Public Works Dave Murphy, Director of Planning and Development Michael Rambousek, Director of Parks and Recreation John Safstrom, Utility Director Tom Krueger, Village Attorney Mike Herbrand, and Village Clerk Kelly Popp

Public Present: Boy Scout Troop 839, News Graphic Reporter Melanie Boyung, Rambousek Family, and other members of the public

President Brunnquell noted the Village Board would be convening to closed session for 30-45 minutes; he stated it would be everyone's prerogative whether they remain for open session.

CONVENE TO CLOSED SESSION

Motion by Trustee Harbeck, seconded by Trustee Grant to convene to closed session at 6:01 p.m., pursuant to Wisconsin Statutes 19.85(1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility and 19.85 (1) (e) for real estate and competitive bargaining matters (intergovernmental agreement with the Town of Grafton for fire protection and emergency medical services). Approved unanimously by roll call vote.

During the 71 minute closed session, the Village Board discussed the performance of an employee.

RECONVENE TO OPEN SESSION

Motion by Trustee Grant, seconded by Trustee Meinecke to reconvene to open session at 7:12 p.m. by roll call vote.

President Brunnquell commented on his appreciation for everyone's patience.

Trustee Grant left the meeting after closed session at 7:13 p.m.

MINUTES

Motion by Trustee Antoine seconded by Trustee Meinecke to approve the 02-06-2013 Community Development Authority; 02-07-2013 Architectural review Board; 02-11-2013 Public Arts Board; 02-11-2013 Board of Public Works; 02-12-2013 Public Safety Committee; 02-13-2013 Parks and Recreation Board; and 02-14-2013 Police and Fire Commission meeting minutes, as presented and with the requested changes stated below. Approved Unanimously.

Trustee Antoine requested a change amending the 01-14-2013 Public Arts Board meeting minutes noting Peter Raymond as being present.

Trustee Harbeck requested a change to page three of the Village Board meeting minutes to reflect her distribution of documents during the Bridge Street dam agenda item under Old Business.

PERSONS REQUESTING TO BE HEARD

None.

BUSINESS PRESENTED BY THE PRESIDENT

Approval of appointment of 2 positions to Police and Fire Commission

Motion by Trustee Meinecke, seconded by Trustee Liss to approve the appointment of Police and Fire Commission – William J. Roden to fill unexpired term (2010-2015) of David Harvey and Michael Verplancke to fill unexpired term (2009-2014) of Al Jacoby. Approved Unanimously.

RESOLUTIONS/ORDINANCES/ACTIONS ITEMS

Emergency Medical Services Agreement with the Grafton Volunteer Fire Department

Motion by Trustee Harbeck, seconded by Trustee Liss to approve the Emergency Medical Services Agreement with the Grafton Volunteer Fire Department. Approved Unanimously.

Village Administrator Hofland stated this document was reviewed by the Grafton Volunteer Fire Department. In order to be eligible for continued Medicare payment of the Emergency Medical Services (EMS) patient bills, this agreement is necessary. The Village will be providing the Grafton Volunteer Fire Department with staff, but the Village is contracting with the Grafton Volunteer Fire Department for EMS on a temporary timeframe until a Medicare provider number has been assigned to the Village.

Approval for purchase of 3rd pump for I-43 lift station in the amount of \$25,208.44 from Xylem Water Solutions USA, Pewaukee, WI

Motion by Trustee Meinecke, seconded by Trustee Liss to approve the purchase of 3rd pump for 1-43 lift station in the amount of \$25,208.44 from Xylem Water Solutions USA, Pewaukee, WI. Approved Unanimously.

Utility Director Krueger commented this purchase order number W13-007 is for a three-pump station. With all the development, the third pump needs to go in for sufficient capacity.

Approval for the purchase of 500 Model 25 Trace to Orion Meter Conversions in the amount of \$61,845.00 from Badger Meter, Inc., Milwaukee, WI

Motion by Trustee Liss, seconded by Trustee Antoine to approve the purchase of 500 Model 25 Trace to Orion Meter Conversions in the amount of \$61,845.00 from Badger Meter, Inc., Milwaukee, WI. Approved unanimously.

Utility Director Krueger stated the meters on purchase order number W13-008 are the batch they are buying to take them through the remainder of the year and possibly some into next year. These are the remote meters. The Utility Department is still converting and this will assist in completing the conversion.

Item 1/Report of Public Works

Director of Public Works Murphy stated that Village staff is recommending the Village Board not to award items 2 and 3. The Village will be able to save approximately 8,000 dollars, if the Village purchases those items themselves. The two items will be approximately 12,000 dollars.

Motion by Trustee Meinecke, seconded by Trustee Harbeck to award contract with base bid and alternate 1 for a cost of \$2,477,150 for construction of the Utility garage/septage receiving project improvements to Joseph Schmitt & Sons Construction Co., Inc., Sheboygan, WI in the amount of \$2,477,150. Approved Unanimously.

Item 2/Report of Public Works

Motion by Trustee Meinecke, seconded by Trustee Liss to accept the proposal from S-O-S Electronics Corporation, Glendale, WI for security equipment at the Utility site, not to exceed costs of \$109,916. Approved unanimously.

Village Administrator Hofland identified support for the award in light that all other Village buildings do use this contractor.

Item 3/Report of Public Works

Motion by Trustee Harbeck, seconded by Trustee Meinecke to authorize Water Utility staff to perform further investigations and work on a draft agreement to implement H20score for Grafton. Approved unanimously.

Utility Director Krueger stated this is a software program aimed at providing incentives for water conservation and is very applicable to Grafton at this time. This is a push towards customers desire to save on water with a future increase forthcoming. This program will allow the customer to log on at any time and track water usage with neighbors, the community and others statewide. The incentive program will consist of coupons and money savings at local businesses for customers. The customer will pay nothing for this program.

Item 1/Report of Public Safety Commission

Motion by Trustee Meinecke, seconded by Trustee Harbeck to approve the purchase of two 2013 Ford utility vehicles from Ewald Ford, Hartford, WI. Approved unanimously.

Chief stated that they had purchased Ford Crown Victorias in the past. They found the space was limited and thought this utility vehicle was the best bet to meet the Police Department's need.

Chief Wenten provided the Village Board with a verbal list of savings and related accounts that will offset the amount that will be overspent due to the recommended purchase of utility vehicles in lieu of passenger vehicles for squad use.

Item 2/Report of Public Safety Commission

Motion by Trustee Liss, seconded by Trustee Harbeck, to approve ordinance amending 5.16.02/Demerit Point System. Approved unanimously.

Police Wenten stated 100 demerit points only merited a warning with certain offenses. With this ordinance amended for the Demerit Point System, it would increase the demerit points per incident from 100 points to 150 points. In a recent case, an individual pleaded no contest and was found guilty; the current demerits of 100 points per incident only merited a warning with the offense.

Item 1/Report of Parks and Recreation Board

Motion by Trustee Liss, seconded by Trustee Antoine to postpone Celebrate Grafton's request to hold the Grillin' in Grafton event in Centennial Park on June 28 and 29, 2013, with the fireworks to be held on Saturday, June 29, until the next Village Board meeting. Approved unanimously.

Item 1 & 2/Report of Finance Committee

It was the consensus of Village Board to take the Report of Finance Committee's two items together.

Motion by Trustee Meinecke, seconded by Trustee Antoine to approve the Personnel Handbook amendment – Section 7.05.C, regarding transfer policy for Village employees with a disability and to approve the amendment to the Personnel Handbook for Section 19.10.C and D regarding residency requirements for Public Work employees and Section 6.03 regarding the maximum response time for an on-call Utility employee. Approved unanimously.

Village Administrator Hofland explained item 1, Section 7.05.C in regards to current Federal ADA law requirement which states if the employee is qualified, even if a more qualified applicant is pursuing a vacant position, this position must be offered to the current employee. Remaining consistent with the Americans with Disabilities Act, the Village, upon written application by an employee, will appoint an employee who is losing his position due to a disability to a vacant position for which he is qualified.

Director of Public Works Murphy explained with the employees now being under one department - Public Works, this section needs to be amended to be uniform for all departmental employees in regards to item 2, Sections 19.10.C and D. This is a loosening of the requirement for Utility employees for their residency area (25 minutes), with a provision regarding the response time. When the employee is on call, the employee must be able to respond on-site to emergency calls within a 30 minute response time.

Consider the Termination of an Employee

Motion by Trustee Meinecke, seconded by Trustee Harbeck to direct Village Administrator Darrell Hofland to take the necessary disciplinary action with an employee. Approved unanimously.

LICENSES

Approval to Issue Operators Licenses, as presented

Motion by Trustee Antoine, seconded by Trustee Rieck to approve the issuance of Operators Licenses, as requested. Approved unanimously.

DEPARTMENT AND OFFICERS REPORTS

None

REPORT OF BILLS

Motion by Trustee Liss, seconded by Trustee Antoine to approve the Payment of Expenditures in the amount of \$187,437.22. Approved unanimously.

Trustee Harbeck inquired on carbide tips expenditure. Director of Public Works Murphy explained the parts as necessities for plow blade materials. They needed replacing. She also inquired on the Time Warner Cable expenditure. Mr. Murphy stated it was for the relocation of the cable wiring from the middle of the lumberyard redevelopment site.

OLD BUSINESS

Utility Director Krueger stated the Utility Operator position has been filled; the newly hired employee is a former employee who worked in Utility five to six years ago.

Police Chief Wenten stated that the new officer, Justin Lawrenz, will be sworn in at 9:00 a.m. tomorrow morning.

NEW BUSINESS

Village Administrator Hofland stated the Spring Primary Election will be held tomorrow; Village Clerk Popp will be very busy. He also noted the letters of interest for the full-time Fire Chief are due this week. Mr. Hofland announced the Village Recognition Dinner will be held at Circle B on Saturday night.

ADJOURN

Motion by Trustee Rieck, seconded by Trustee Antoine to adjourn the Village Board meeting at 7:39 p.m. Approved unanimously.