

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES
MONDAY, MAY 6, 2013

President Brunnquell called the Village Board meeting to order at 6:00 p.m.

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

Board members excused: Richard Rieck

Staff/Officials present: Village Administrator Darrell Hofland, Director of Administrative Services Paul Styduhar, Utility Director Tom Krueger, Village Attorney Mike Herbrand, and Village Clerk Kelly Popp

Public present: Ehlers & Associates Executive Vice President Todd Taves, and Ehlers & Associates Financial Specialist Maureen Schiel, New Graphic Reporter Melanie Boyung, H20score Founder and Marquette University Associate Professor of Political Science McGee Young, Gene Schmit, Bill and Sue Hass and other members of the community

MINUTES

Motion by Trustee Antoine, seconded by Trustee Harbeck to approve the 3-18-2013 and 04-16-2013 Village Board and 04-16-2013 Finance Committee and File the 04-08-2013 Public Arts Board; 04-17-2013 Park and Recreation Board; 04-22-2013 Joint Library Board; 04-23-2013 Plan Commission; 04-17-2013 Police and Fire Commission; and 05-01-2013 Community Development Authority, as presented. Approved unanimously.

Trustee Antoine inquired on the Joint Library Board meeting minutes and asked for background regarding the Library Assistant I and II. President Brunnquell reported the request is for a change in pay grades for Library Assistant I and II positions. The impact on the budget would be approximately \$5,600 annually. This has been for discussion only and no action has been taken.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

Confirmation of Village Board Committee/Commission assignments - April, 2013 to April 2014.

Materials were distributed pertaining to the Village Board's committee and commission assignments. President Brunnquell explained the committee/commission assignments are confirmed annually.

Motion by Trustee Meinecke, seconded by Trustee Grant to confirm the Village Board's committee and commission assignments for April, 2013 to April, 2014, as presented. Approved unanimously.

Proclamation establishing April 26, 2013 as Arbor Day in the Village of Grafton

President Brunnuell indicated that the Village of Grafton established April 26, 2013 as Arbor Day.

Proclamation establishing May 5-11, 2013, as Municipal Clerk's Week in the Village of Grafton

President Brunnuell designated May 5 through May 11, 2013 as Municipal Clerk's Week in the Village of Grafton. He offered his appreciation and thanks to Village Clerk Kelly Popp.

Confirmation of Citizen Member Board/Committee/Commission appointments, as presented

Motion by Trustee Liss, seconded by Trustee Meinecke, to approve the confirmation of Citizen Member Board, Committee, Commission appointments, as presented. Approved unanimously.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Initial Resolution Authorizing \$1,170,000 General Obligation Bonds for Utility Garage

President Brunnuell asked Ehlers & Associates to give background information on the following five Resolutions in regard to 2013 Debt Issuance.

Ehlers & Associates Executive Vice President Todd Taves briefly gave background on the five proposed Resolutions and purpose for each:

- Purpose #1: A portion of the total Series 2013A would be used for Street Improvements. Debt service will be paid from Special Assessments, payment from Ozaukee County and debt levy.
- Purpose #2: A portion of the total Series 2013A would be used for River Improvements-Bridge Street dam. Debt service will be paid with revenue from TID #3. A \$400,000 grant will be applied to this issuance in order to reduce the amount of the borrowing. Therefore, the amount was overstated.
- Purpose #3: A portion of the total Series 2013A will be used for the Utility Garage amortized over 13 years. Utilities will offset 100 percent of debt service. Repayment of debt principal is delayed in the debt service schedule to allow TID #3 time to develop additional tax base.
- Purpose #4: The purpose of this portion will be used for Advance Refunding. This will be using a conservative interest rate and will be paid with revenue from TID #3 and TID #4 and water and sewer utilities.
- Purpose #5: Bonds are listed by separate purpose. Series 2013A would be rolling them up into one package.

Resolution No. 0006, Series 2013, Initial Resolution authorizing \$1,170,000 General Obligation Bonds for Utility Garage was offered by Trustee Liss.

Motion by Trustee Antoine, seconded by Trustee Meinecke to adopt an initial resolution authorizing \$1,170,000 General Obligation Bonds for Utility Garage. Approved unanimously.

Initial Resolution Authorizing \$1,555,000 General Obligation Bonds for Street Improvement Projects

Resolution No. 0007, Series 2013, Initial Resolution authorizing \$1,555,000 General Obligation Bonds for Street Improvement Projects was offered by Trustee Grant.

Motion by Trustee Meinecke, seconded by Trustee Liss to adopt Resolution No. 0007, Series 2013, an Initial Resolution authorizing \$1,555,000 General Obligation Bonds for Street Improvement Projects, as presented. Approved unanimously.

Initial Resolution Authorizing \$1,220,000 General Obligation Bonds for River Improvements

Resolution No. 0008, Series 2013, an initial resolution authorizing \$1,220,000 General Obligation bonds for River Improvements was offered by Trustee Antoine.

Motion by Trustee Harbeck, seconded by Trustee Liss to adopt initial Resolution No. 0008, Series 2013, an initial resolution authorizing \$1,220,000 General Obligation Bonds for River Improvements, as presented. Motion approved 5 - 1 (Meinecke - nay).

Initial Resolution Authorizing \$5, 915,000 General Obligation Refunding Bonds

Resolution No. 0009, Series 2013, an initial resolution authorizing \$5,915,000 general obligation refunding bonds was offered by Trustee Antoine.

Motion by Trustee Grant, seconded by Trustee Harbeck to adopt initial resolution No. 0009, Series 2013, an initial resolution authorizing \$5,915,000 General Obligation Refunding Bonds. Approved unanimously.

Resolution providing for the sale of \$9,860,000 General Obligation Corporate Purpose Bonds, Series 2013A

Resolution No. 0010, Series 2013, a resolution providing for the sale of \$9,860,000 general obligation corporate purpose bonds, Series 2013A was offered by Trustee Liss.

Motion by Trustee Harbeck, seconded by Trustee Antoine to adopt resolution providing for the sale of \$9,860,000 General Obligation Corporate Purpose Bonds, Series 2013A. Approved 5 to 1 (Meinecke - nay).

Consideration of revised Water Conservation Service Agreement (H20score)

Utility Director Tom Krueger gave background on H20score. Mr. Krueger stated the Village has been considering this agreement for the last two months with revisions to the agreement in the annual fee. In addition, Village Attorney Herbrand has made some changes where there were questions. These changes were reviewed by H20score Founder and Professor McGee Young. The revised draft is acceptable by the owner. This means if the individual user has questions or concerns for the causes of high usage, they obtain more information by logging onto the H20score web site. One enrolled, they will be able to compare their water usage with neighbors' usage to help customers determine if there is an issue. He commented this is a great opportunity for owners to take control of their water usage. Generally people have no idea what this water usage means; this is a website that was developed to help people calculate water usage better. This is a resource for assisting customers in conserving water usage.

Motion by Trustee Harbeck, seconded by Trustee Liss to approve Water Conservation Service Agreement (H20score). Approved unanimously.

Trustee Grant inquired on how locked into this program the Village of Grafton is. Attorney Herbrand stated the Village of Grafton can terminate at any time upon a 60 day notice. The loss would be of the annual fee of \$1,500. The annual fee for year one is \$1,500. Trustee Harbeck commented it is important people realize they should conserve and it is up to them to do that.

Report of Plan Commission/Item 1/ Ordinance No. 0011, Series 2013, to amend Zoning Code to allow for SIC# 7922 Theatrical Producers and Services and SIC#7929 Entertainers and Entertainment Groups as conditional uses in the PID – Planned Industrial District

Motion by Trustee Grant, seconded by Trustee Antoine to approve Ordinance No. 0011, Series 2013, to amend Zoning Code to allow for SIC# 7922 Theatrical Producers and Services and SIC# 7929 Entertainers and Entertainment Groups as conditional uses in the PID – Planned Industrial District. Approved unanimously.

President Brunnquell commented this is to allow the applicants to at least apply for this particular PUD as step one. Village Administrator Hofland stated that this zoning code request came before the Plan Commission by K-Nation Entertainment in regard to their business in the Grafton Business Park.

Report of Finance Committee/Item 1/ Approval to update the Economic Development Revolving Loan Policies and Procedures Manual

It was consensus by the Village Board to approve Report of Finance Committee, Items 1-6, in one combined motion.

Motion by Trustee Harbeck, seconded by Trustee Grant to approve Report of Finance Committee Items 1 through 6. Approved unanimously.

Report of Finance Committee /Item 2/ Correct the 2010, 2011 and 2012 assessment for parcel number 100002006009, Genuine Auto Parts

Motion by Trustee Harbeck, seconded by Trustee Grant to approve the correction of the 2010, 2011 and 2012 assessment for parcel number 100002006009, Genuine Auto Parts. Approved unanimously.

Report of Finance Committee/Item 3/ Rescind the 2012 property tax for parcel no. 10000018300, Ozaukee Excavating, as recommended by the Village Assessor

Motion by Trustee Harbeck, seconded by Trustee Grant to approve rescinding the 2012 property tax for parcel no. 10000018300, Ozaukee Excavating, as recommended by the Village Assessor. Approved unanimously.

Report of Finance Committee/Item 4/Amend the Personnel Handbook – Section 20.06 regarding the elimination of the Village’s contribution to a Flexible Spending Account.

Motion by Trustee Harbeck, seconded by Trustee Grant to amend the Personnel Handbook – Section 20.06 regarding the elimination of the Village’s contribution to a Flexible Spending Account. Approved unanimously.

Report of Finance Committee/Item 5/Amend the Personnel Handbook – Section 20.14 regarding the creation of a policy on the payout of any employee balance in a Medical Leave Separation Bank

Motion by Trustee Harbeck, seconded by Trustee Grant to amend the Personnel Handbook – Section 20.14 regarding the creation of a policy on the payout of any employee balance in a Medical Leave Separation Bank. Approved unanimously.

Report of Finance Committee/Item 6/Amend the Classification Structure to be represented for the Court Clerk as Pay Grade 11

Motion by Trustee Harbeck, seconded by Trustee Grant to amend the Classification Structure to be represented for the Court Clerk as Pay Grade 11. Approved unanimously.

Village Administrator Hofland clarified the current Court Clerk does not exist on the Pay Grade scale. This would place the Court Clerk in the Classification Structure for the first time as Pay Grade 11.

LICENSES

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

DEPARTMENT AND OFFICERS REPORTS

Administrator Hofland commented sidewalk replacement will begin in two weeks. Sidewalk stamps/poetry notification will be sent out to affected property owners tomorrow.

Walk About Grafton started on Saturday. President Brunnuell participated in this past Saturday's event. Four additional Saturdays with walks approximately 60 to 90 minutes in duration remain. No advance registration is required.

On May 30, 2013, two bids will be opened - Port Washington Road urbanization project and the Bridge Street dam repair project.

REPORT OF BILLS

Motion by Trustee Liss, seconded by Trustee Grant to approve the Payment of Village Expenditures in the amount of \$314,341.66. Approved unanimously.

Trustee Antoine inquired about a bill on Page 16, Russell Metals. Director of Administrative Services Paul Styduhar commented he thought it was in related to signs. He stated he would verify this and return an e-mail to Trustee Antoine with more information.

OLD BUSINESS

Mr. Bill Hass, 1226 Water Terrace, inquired if the DNR had given any feedback on the dam plans. Village Administrator Hofland offered there were very limited comments sent to Director of Public Works Dave Murphy. It was all very positive feedback; they are comfortable with the plans.

NEW BUSINESS

None

CONVENE TO CLOSED SESSION

President Brunnuell affirmed the Village Board would be moving to Closed Session.

Motion by Trustee Grant, seconded by Trustee Harbeck to convene to Closed Session at 6:27 p.m., pursuant to Wisconsin State Statutes 19.85(1)(e) for negotiation purposes (Habitat for Humanity pre-annexation agreement, Schmit Development Agreement amendment, Riverwalk Easement with Bridgewater Condominium Owner's Association and 19.85 (1)(c) for considering performance evaluation data of Village Administrator. Approved unanimously by roll call vote.

During the Closed Session of 26 minutes, Village Board discussed negotiation strategies associated with Habitat for Humanity pre-annexation agreement, Schmit Development Agreement amendment, and Riverwalk Easement compensation with Bridgewater Condominium Owner's Association.

RECONVENE TO OPEN SESSION

Motion by Trustee Grant, seconded by Trustee Meinecke to adjourn Closed Session and reconvene to Open Session at 6:53 p.m. Approved unanimously by roll call vote.

ADJOURN

Motion by Trustee Grant, seconded by Trustee Harbeck to adjourn the Village Board meeting at 6:54 p.m. Approved unanimously.