

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES

OCTOBER 21, 2013

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

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

Board members excused: Lisa Harbeck

Staff/Officials present: Village Administrator Darrell Hofland, Director of Public Works Dave Murphy, Utility Director Tom Krueger, Village Attorney Mike Herbrand, and Village Clerk Kelly Popp

Others present: John Mayer (utility rate consultant), Appointed Village of Grafton Director of Planning and Development Jessica Wolff, and members of the community

MINUTES

Motion by Trustee Liss, seconded by Trustee Meinecke to approve the 10-07-2013 Village Board and 10-07-2013 Finance Committee meeting minutes and File the 10-10-2013 Architectural Review Board; 10-14-2013 Public Arts Board; 10-14-2013 Board of Public Works; and 10-15-2013 Public Safety Commission meeting minutes, as presented. Motion carried.

Trustee Grant requested Finance Committee meeting minutes be amended to amend Trustee Grant's statement to be noted as a concern with the use of personal devices on paperless packet and personal devices should not to be used.

Trustee Meinecke inquired on the motion under Paperless Packet and Amendments to the Safety Manual on the Finance Committee meeting minutes. The inquiries were clarified.

Motion for the approval of the minutes, as amended for Finance Committee meeting minutes was carried.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

Resignation of Richard P. Rieck, Village Trustee

President Brunnquell stated Trustee Rieck has been very consistent and fantastic as an elected official. He has been a great participator and contributor over the years with the different Committees and the Village Board of Trustees. He has served in his role for eight and a half years. President Brunnquell stated the Village Board will not be the same without you.

Trustee Rieck thanked everyone for their support and stated he would miss serving the community as a Village Board Trustee.

Motion by Trustee Grant, seconded by Trustee to Meinecke to accept the resignation of Richard Rieck, Village Board Trustee, to be effective Tuesday, November 5, 2013. Motion carried.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Village Administrator appointment of Jessica Wolff as the Director of Planning and Development
Village Administrator Darrell Hofland introduced and announced the appointment of Jessica Wolff as the Director of Planning and Development. Administrator Hofland stated it was a great pleasure to appoint Jessica Wolff to her new position of Director of Planning and Development.

Ms. Jessica Wolff expressed her gratification for the appointment to her position. She is looking forward to working for the Village. She stated she believed she has many assets to contribute to the Village of Grafton.

Motion by Trustee Meinecke, seconded by Trustee Antoine to approve the appointment of Jessica Wolff as the Director of Planning and Development. Motion carried.

Meijer Group multi-purpose path and traffic signal easement

Motion by Trustee Liss, seconded by Trustee Antoine to approve the Meijer Group multi-purpose path and traffic signal easement.

Director of Public Works /Executive Utility Director Dave Murphy commented he has worked with both Attorney Mike Herbrand and Meijer to install the traffic signals for the project and for the additional footage for the path to make it fit. Attorney Mike Herbrand clarified the maintenance of the traffic signals will be maintained by the Ozaukee County, the pedestrian path will be maintained by Meijer and the street lights will be maintained by the Village of Grafton.

Motion carried.

Item 1/Report of Public Safety Commission

Motion by Trustee Grant, seconded by Trustee Antoine to approve the allowance of the ALS Boesch Memorial event on October 26, 2013 from noon to 10:00 p.m. on Bridge Street between Wisconsin Avenue and 11th Avenue. Motion carried.

Item 1/Report of Board of Public Works

Motion by Trustee Rieck, seconded by Trustee Meinecke to approve water and sewer rate studies and recommendations by the rate consultant, and authorize John Mayer to submit the water rate increase application to the Wisconsin Public Service Commission. Motion carried.

Item 2/Report of Board of Public Works

President Brunnquell asked Director of Public Works /Executive Utility Director Dave Murphy if he prefer the effective date of the rate increase be April 1, 2014 for both water and waste water. Director of Public Works/Executive Utility Director Dave Murphy stated, "Yes. Both could be implemented at the same time.

Utility Director Tom Krueger gave a brief report and introduced John Mayer, Utility Rate Consultant for details.

John A. Mayer, Utility Rate Consultant, 8585 N. Regent Road, Milwaukee, Wisconsin 53217-2360

Mr. John Mayer explained the rates shown on the studies. He stated the proposed rates will be about 10 percent lower than the average rates. Following the rate increases, Grafton's rates in comparison to other communities will be much lower for the Water Utility and average for the Wastewater Utility. Mr. Mayer stated that water conservation does necessitate the need to raise rates from time to time. On both the water and wastewater utility, there are very few variable costs. The water use is down 15 percent; wastewater has increased by about 4 percent.

Utility Director Tom Krueger noted the last rate change was completed in 2009.

Trustee Grant inquired on whether a large water user, such as Aurora, impacts both the water and wastewater utility. Mr. Mayer stated it does impact the water and wastewater utility, but there are other things that impact this also. Utility Director Tom Krueger stated he did not have the information with him, but he could obtain the information if necessary. Mr. Krueger explained Aurora's use of water did offset some other businesses that are now vacant. President Brunnquell stated a large water user is a good customer for maintaining rates for an extended period of time. It is important to note this is a Proprietary Fund and it is not paid for out of Village property taxes. It is important that the rates be sufficient to pay for the necessities including replacement of underground infrastructure. Trustee Meinecke commented with rate increases this would eliminate the need to borrow money for normal routine maintenance

Utility Director Krueger established this was correct; it would assist in normal and ordinary capital expenditures.

Motion by Trustee Grant, seconded by Trustee Antoine to approve the increase in sanitary sewer rates per Board of Public Works discussion, effective April 1, 2014.

Motion passed, 5-1 (Trustee Grant - Nay).

Item 3/Report of Board of Public Works

Motion by Trustee Rieck, seconded by Trustee Meinecke to approve change order 2, adding the following pay items to the construction contract for Vinton Construction Company at a cost of \$15,713.25. Motion carried.

Item 4/Report of Board of Public Works

Motion by Trustee Rieck seconded by Trustee Meinecke to approve the purchase: (1) GPS Grade Survey Equipment for a cost not to exceed \$10,000; (2) Snap-on Portopower Unit for a cost not to exceed \$1,300; and (3) Honda EU20001 Generator for a cost not to exceed \$1,060. Motion carried.

Item 5/Report of Board of Public Works

Motion by Trustee Rieck, seconded by Trustee Meinecke to approve the authorization of purchase of a dump body, plow, wing, salter and anti-icing tank to Casper's Truck Equipment, Appleton, WI, for \$78,972.00. Motion carried.

Item 6/Report of Board of Public Works

Motion by Trustee Rieck, seconded by Trustee Meinecke to approve the recruitment of the Utility Operator position with no authorization to fill the position until additional action is taken by the Village. Motion carried.

Item 1/Report of Special Board of Public Works

Motion by Trustee Liss, seconded by Trustee Meinecke to approve the selection of the Consultant Apply Technology, Inc. for the design of Ninth Avenue lift station at a cost of \$53,600. Motion carried.

LICENSES

Approval of Operators Licenses

Motion by Trustee Antoine, seconded by Trustee Rieck to approve the Operators Licenses, as presented.

Trustee Grant inquired on the Operator's Licenses for the Grafton Clark gas station being held until routine aesthetic maintenance was completed by Clark. He asked Administrator Hofland what the discussions with Grafton Clark were to-date and if they had recently been contacted regarding this issue. Village Administrator Hofland stated he has contacted the property owners three times in the past 6 months. He noted the station has done a better job of maintaining the lawn care than prior occupants. But the extra storage equipment around the building has not yet been removed.

Village Attorney Mike Herbrand clarified that the individuals would have to be habitual law offenders to hold the bartender license. Police Chief Wenten's approval of the individuals for a licensing, verifies they are not usual offenders; therefore, we cannot hold their licenses. Maintenance concerns cannot be tied to the licenses.

Motion carried.

Approval of Expansion of Grafton Pub and Bowl, Inc. Premises for ALS Boesch Memorial Fund Event

Motion by Trustee Grant, seconded by Trustee Meinecke to approve the expansion of premises / Grafton Pub and Bowl, Inc. [Bowling Alley, Meeting Room, Banquet Hall and Storage Areas]/ 1305 Wisconsin Avenue / October 26, 2013 (12:00 p.m.-10:00 p.m.) / ALS Boesch Memorial Fund Event to Bridge Street, between Wisconsin Avenue and 11th Avenue. Motion carried.

Approval to rescind Reserve "Class B" fermented Malt Beverage and approve issuance of a regular "Class B" fermented Malt Beverage to William C. Barger-agent/Tela Bianca, LLC

Motion by Trustee Liss, seconded by Trustee Antoine for approval to rescind the Reserve "Class B" Fermented Malt Beverage / intoxicating liquor license and approve

issuance of regular "Class B" Fermented Malt Beverage / intoxicating liquor license for the period ending June 30, 2014, to William C. Barger – agent / Tela Bianca, LLC., d.b.a., The Glass Palette, 1300 14th Avenue, Grafton, subject to the satisfaction of passing all necessary inspections and completing any required financial obligations, permitting of premise and proof of lease agreement. Motion carried.

DEPARTMENT AND OFFICERS REPORT

Director of Public Works Dave Murphy reported Thursday or Friday, Port Washington Road will be open. The marking company will be in on Wednesday to mark the area. The signs will be up on Thursday or at the latest, Friday to reopen the Port Washington Road, weather permitting. Damage to the road base was discussed. Director Murphy reported Lakefield Road did have some damage, in addition to damage done to Port Washington Road. Mr. Murphy noted that Lakefield Road will be repaired yet this year.

REPORT OF BILLS

Motion by Trustee Grant, seconded by Trustee Rieck to approve the payment of Village Expenditures in the amount of \$1,025,364.69.

Trustee Meinecke inquired on the category of sundry unclassified for unemployment insurance in the amount of \$724.43 and the reason for this payment. Village Administrator explained the sundry unclassified category is a catchall for items that are not assigned to a particular category and described the reason for the payment.

Motion carried.

OLD BUSINESS

NEW BUSINESS

Trustee Grant inquired on the date of the 2014 Budget Public Hearing. Village Administrator Hofland noted it would be on Wednesday, October 30, 2013, at 6:00 p.m..

ADJOURN

Motion by Trustee Grant, seconded by Trustee Antoine to adjourn the Village Board meeting at 6:27 p.m. Motion carried.