

**VILLAGE OF GRAFTON**  
**VILLAGE BOARD MEETING MINUTES**

**OCTOBER 7, 2013**

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

Board members present: Jim Brunnuquell, Jim Grant, Richard Rieck, David Liss, Sue Meinecke, and Lisa Harbeck

Board members excused: Dave Antoine

Staff/Officials present: Village Administrator Darrell Hofland, Village Attorney Mike Herbrand, Director of Public Works / Executive Utility Director Dave Murphy, Police Chief Charles Wenten, Fire Chief William Rice, Village Clerk Kelly Popp, and Deputy Clerk Jilline Dobratz

Others present: Members of the press and the community

**HEAR ALL INTERESTED PERSONS OR THEIR AGENTS**

Village President Jim Brunnuquell welcomed everyone to the public hearing and stated this is required for vacating a public way.

**STATEMENT OF PUBLIC NOTICE BY VILLAGE CLERK**

Village Clerk Kelly Popp read the statement of public notice:

The purpose of this hearing is for public review and comment regarding the Village Board of the Village of Grafton will consider a petition from the Grafton Volunteer Fire Department, Inc. requesting discontinuance (vacation) of the following right-of-way for Maple Street between Ninth Avenue and Wisconsin Avenue per Wisconsin Statutes 66.1003: Part of the Southwest ¼ of Section 24, Township 10 North, Range 21 East, in the Village of Grafton, Ozaukee County, Wisconsin.

**PUBLIC HEARING**

Administrator Darrell Hofland stated this is a vacation of a road segment of Maple Street that does not exist and it is less than 150 feet in length. The proposed certified survey map which has been distributed as an exhibit identifies that the present owner - Grafton Volunteer Fire Department, Inc. will be splitting their property and combining the southern portion with the property to the south which is owned by Heba Musleh.

President Brunnuquell stated the purpose of the Public Hearing is to gather information. President Brunnuquell opened it up for any comments or questions from the community and then to Village Board. No comments or questions from either the community or the Village Board. Administrator Darrell Hofland said this will go forward and be placed on the next Plan Commission meeting agenda. A recommendation could be back before Village Board as early as the November 4, 2013 meeting.

**MINUTES**

Motion by Trustee Grant, seconded by Trustee Meinecke to approve the 09-16-2013 and 09-30-2013 Village Board meeting minutes and File the 09-17-2013 Public Safety Commission; 09-18-2013 Park & Recreation Board; 09-19-2013 Historical Preservation Commission; 09-23-2013 Library Board and 10-02-2013 Community Development Authority meeting minutes, as presented. Motion carried.

## **PERSONS REQUESTING TO BE HEARD**

None

## **BUSINESS PRESENTED BY THE PRESIDENT**

### Appointment of Les Blum as Citizen member on Board of Public Works

Motion by Trustee Harbeck, seconded by Trustee Liss to approve the appointment of Les Blum as Citizen Member on Board of Public Works. Motion carried.

### ICMA Center for Performance Measurement - Certificate of Achievement Award

President Brunnuell presented Village Administrator Darrell Hofland with the ICMA award and congratulated Village staff for all their hard work to make this award possible. This is the third consecutive year that the Village of Grafton has received this award.

Village Administrator Darrell Hofland stated that the Village of Grafton is the only community in the State of Wisconsin to receive this award without being a member of the ICMA Center for Performance Measurement. By being a member, ICMA works with a community's staff to create benchmark measurements. Grafton is the only community which has created the benchmarks on its own. The Village of Grafton is only one of three communities in the state to have ever received this award and, for 2013, is one out of two communities which has been given this award.

## **RESOLUTIONS/ORDINANCES/ACTION ITEMS**

### 2014-2018 Assessment Services Contract between Village of Grafton and Mass Appraisals, LLC.

Motion by Trustee Meinecke, seconded by Trustee Grant to approve the 2014-2018 assessment services contract between the Village of Grafton and Mass Appraisals, LLC. Motion carried.

A Village-wide assessment will be next year.

### Presentation of the Doggy Paddle Day check to Wisconsin Humane Society - Ozaukee Campus

President Brunnuell presented Beth Maresh of the Wisconsin Humane Society-Ozaukee Campus with the check for the funds received from Doggy Paddle Day which was held at the Family Aquatic Center. This is an annual event held on closing day at the pool and all funds received are donated to the Humane Society. A total of \$365 was raised at the event. Congratulations to the humane society.

### Item 1/Report of Public Safety Commission

Trustee Grant Chair of the Public Safety Commission, asked for the ordinance amending 10.36.060, two hour parking on Bridge Street be tabled. Trustee Grant stated this will go back on the next Public Safety Commission agenda.

Motion by Trustee Liss, seconded by Trustee Harbeck to table an ordinance amending 10.36.060 / two hour parking on Bridge Street, and refer it to the Public Safety Commission for placement on their next meeting agenda. Motion carried.

Item 2/Report of Public Safety Commission

Resolution No. 0022 , Series 2013, adopting the Resolution for Ozaukee County All Hazards Mitigation Plan was offered by Trustee David Liss.

Motion by Trustee Meinecke, seconded by Trustee Harbeck to approve the adoption of the resolution for the Ozaukee County All Hazards Mitigation Plan. Motion carried.

Item 3/Report of Public Safety Commission

Motion by Trustee Harbeck, seconded by Trustee Meinecke to approve the purchase of a NEC SV8100 phone system for the Fire Department from Allied Technology On-line, Mequon, WI for \$5,865.83 including delivery, install and training.

Chief Rice stated the current phone system is not a modern system. The Village of Grafton Fire Department is now occupied on a daily basis. The current phone system does not have voice mail capability and the vendor is unable to purchase new parts for repair.

Motion to approve the purchase of a NEC SV8100 phone system for the Fire Department was approved and carried.

Item 4/Report of Public Safety Commission

Motion by Trustee Liss, seconded by Trustee Harbeck to approve to amend the 2014 - 2018 Capital Improvement Program for Fire Department items as presented.

Trustee Rieck inquired on clarification of differences between the 2014-2018 CIP list figures and the document figures received at the commencement of the meeting today. Chief Rice confirmed all the numbers remained the same; part of the list had been omitted in the packet. Trustee Meinecke stated her concern regarding the differences in the proposed CIP from the 20 equipment replacement fund that Village Administrator Darrell Hofland sent to her from the Grafton Volunteer Fire Department organization. Trustee Brunquell stated this is just a proposed plan.

President Brunquell - Aye  
Trustee Meinecke - Nay

Trustee Harbeck - Aye  
Trustee Rieck - Aye

Trustee Liss - Aye  
Trustee Grant - Aye

Motion to approve amending the 2014 – 2018 Capital Improvement Program for the Fire Department equipment passed 5 - 1 (Trustee Meinecke - Nay).

Item 1/Report of Park and Recreation Board

Motion by Trustee Grant, seconded by Trustee Rieck to approve the authorization of the expenditure of \$5,000 from the Park and Recreational Facilities Fund for the preparation and submittal of a WCMP grant for a Pedestrian Trail Extension in Veterans Memorial Park.

Village Administrator Darrell Hofland identified that the current Park and Open Place Plan identifies the Pedestrian Trail Extension in Veterans Memorial Park. The Park and Recreational Facilities Fund will be the source of funding to hire the consultant for submittal of the grant. The Village will pay 50 percent of the total project expense. November 1 is the

deadline for the application. Preliminary inquiries were made with the Department of Natural Resources and favorable feedback was given regarding the project's eligibility.

Motion to approve the authorization of the expenditure of \$5,000 from the Park and Recreational Facilities Fund for the preparation and submittal of a WCMP grant for a Pedestrian Trail Extension in Veterans Memorial Park was carried.

Item 2/Report of Park and Recreation Board

Motion by Trustee Harbeck, seconded by Trustee Liss to approve to allocate \$10,000 in the 2014 Park and Open Space Fund budget to reimburse the Grafton School District for renovation of the High School tennis courts.

Village Administrator Darrell Hofland explained in the past the Village had an agreement with the Grafton School District for an annual contribution to support the maintenance of the tennis courts. He commented, previously there had been a referendum specific to the funding for these tennis courts. After the referendum, the School District no longer made specific requests for additional annual contributions from the Village. Therefore, the Village of Grafton has not made a payment of this size in many years. The School District initially requested the Village contribute \$20,000. The Parks and Recreation Board asked Director of Parks and Recreation John Safstrom the approximate percentage of usage by the Village. Parks and Recreation Board's consensus was \$10,000 was more in line with the Village's programming at the tennis courts. The School Board Superintendent stated any contribution would be appreciated. Trustee Harbeck inquired how much the cost of renovation was in the past. Village Administrator Darrell Hofland was unsure of the cost.

Motion to approve the allocation of \$10,000 to the 2014 Park and Open Space Fund budget to reimburse the Grafton School District for renovation of the High School tennis courts was carried.

**LICENSES**

Approval of Operators Licenses

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

Approval of Special Class "B"/"Class B" Picnic License

Motion by Trustee Grant, seconded by Trustee Rieck to approve issuance of Special Class "B"/"Class B" Picnic License to William Koehler-agent / Team Belgianwerkx Club of 10802 N. Port Washington Road, Mequon / Event: Grafton Pumpkin Cross – Lime Kiln Park/Pavilion building / October 12, 2013. Motion carried.

Approval of Special Class "B" Picnic License (Fermented Malt Beverage)

Motion by Trustee Grant, seconded by Trustee Rieck to approve Paula Christensen – agent / Arts Mill / 1300 14<sup>th</sup> Avenue / Event: Saturation Art Exhibit – 1300 14<sup>th</sup> Avenue / October 11, 2013. Motion carried.

## Approval of Special Class “B” Picnic License (Fermented Malt Beverage)

Motion by Trustee Grant, seconded by Trustee Rieck approval to issue a Reserve “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 14<sup>th</sup> Avenue, Grafton, subject to the satisfaction of passing all necessary inspections and completing any required financial obligations and permitting of premise.

Trustee Grant inquired about amending the Village code on additional businesses that are eligible for a liquor license grant. Village Administrator Darrell Hofland stated this was approved through Finance Committee in regard to this type of business. The cost for a Reserve “Class B” - Wine license includes the regular fee plus \$10,000, per State Statute. It was clarified that Tela Bianca, LLC would only be serving wine; they will not be serving beer. Based on discussion earlier today with Village Attorney Mike Herbrand, it was recommended particular verbiage be added to the approval, in light of another liquor license that was previously approved. The previous referenced business never opened. To make this clear, Village staff would like to add to the motion that the applicant provide proof of leasehold rights for the premise. Village Attorney Mike Herbrand stated this should be added.

Motion by Trustee Grant, seconded by Trustee Rieck was amended to issue a Reserve “Class B” Fermented Malt Beverage, for William C. Barger – agent / Tela Bianca, LLC., d.b.a., The Glass Palette, contingent upon proof of leasehold rights for the Premise. Motion carried.

## **DEPARTMENT AND OFFICERS REPORT**

Director of Public Works Dave Murphy reported Port Washington Road Project is waiting for Time Warner Cable to finish work on removing their cables from the poles this Friday. The contractors are working to open the street by the end of October. Street lights will go up in December. Traffic signals will be installed in December. Falls Road intersection improvements are on schedule to finish surface and paved markings.

Bridge Street dam work is continuing on the west side. The gate is expected to be delivered in mid-November. The west side work continues, including backfilling the wall and rebuilding the riverwalk and overlook. The construction of the dam will be completed by the end of January 2014, although the majority will be complete in mid-December. Final restoration will be completed in the spring of 2014.

Trustee Grant questioned whether the Port Washington Road site for Meijer has completed its grading and if all the fill has been transferred from the Little League fields. He asked about any impact to the surface of the newly constructed road improvements. Director of Public Works Murphy stated that 90 percent of the fill has been brought into the site. The trucking project started off on a gravel base of the new street and is now running on the binder layer. In the area where the street has failed, it will be dug out, then new gravel, patching and surfacing will occur.

Trustee Harbeck had a complaint from a citizen concerning Time Warner Cable working at 2:00 a.m. Director of Public Works Dave Murphy stated Time Warner Cable was fixing an emergency repair. When Time Warner makes the final connection, it will be in the middle of the night to minimize any inconveniences to customers.

## **REPORT OF BILLS**

Motion by Trustee Rieck, seconded by Trustee Liss to approve the payment of Village Expenditures in the amount of \$710,327.50. Motion carried

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURN**

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