

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES
DECEMBER 2, 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, David Liss, Sue Meinecke, Lisa Harbeck and David Antoine

Staff/Officials present: Village Administrator Darrell Hofland, Director of Public Works Dave Murphy, Village Attorney Mike Herbrand, Village Clerk Kelly Popp and Deputy Clerk Jilline Dobratz

Others present: Members of the press, Alan Schupp Habitat for Humanity Ozaukee County Lakeside Chapter, and citizens of the community

MINUTES

Motion by Trustee Liss, seconded by Trustee Harbeck to approve 11-18-2013 Village Board meeting minutes and File the 11-18-2013 Board of Public Works; 11-25-2013 Community Development Authority; and 11-26-2013 Plan Commission meeting minutes, as presented.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

Presentation of Resolution commending former Village Trustee Richard Rieck for his years of municipal service

President Brunnuquell presented Richard Rieck with a plaque of the resolution. President Brunnuquell congratulated Mr. Rieck for his years of service and read the resolution.

Mr. Rieck thanked all the Trustees, the Village of Grafton staff, his wife and son. He stated he was proud to serve as a Village Trustee. He commented on the good things in Grafton and his appreciation.

Appointment of Fire Chief William Rice as member to replace John Place on Emergency Management Commission

Motion by Trustee Antoine, seconded by Trustee Grant to approve the appointment of Fire Chief William Rice as member to replace John Place on Emergency Management Commission. Motion carried.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Consideration of the Pre-annexation Agreement for Habitat for Humanity Lakeside Ozaukee Chapter

Motion by Trustee Grant, seconded by Trustee Antoine to approve the Pre-annexation Agreement for Habitat for Humanity Lakeside Ozaukee Chapter.

President Brunquell inquired of Habitat for Humanity (HFH) spokesperson - Mr. Alan Schupp if HFH Ozaukee County Lakeside Chapter was comfortable with the parameters discussed at the Plan Commission and contained in the pre-annexation agreement. Mr. Schupp agreed that HFH were comfortable with the parameters. He remarked on HFH Lakeside Chapter's gratitude with the Village of Grafton for working collectively on their development and this will be something the Grafton community will be proud of.

Motion to approve HFH pre-annexation agreement carried.

Item 1/Report of Plan Commission

Approval of ordinance for annexation of a 1.01 acre parcel requested by HFH Lakeside Ozaukee Chapter, property owners, located currently in the Town of Cedarburg (parcel 03-026-04-011.00) on the north side of Columbia Road just west of the Sendik's Store (2195 First Avenue).

President Brunquell spoke regarding the site plan which was presented at the Plan Commission meeting and everything is still in place; there are no changes. Mr. Brunquell inquired if Mr. Schupp had any planned changes to the development. Alan Schupp stated there was not.

Motion by Trustee Harbeck, seconded by Trustee Meinecke to approve Ordinance No. 0019, Series 2013 for annexation of a 1.01 acre parcel requested by Habitat for Humanity Lakeside Ozaukee Chapter, property owners, located currently in the Town of Cedarburg (parcel 03-026-04-011.00) on the north side of Columbia Road just west of the Sendik's Store (2195 First Avenue). Motion carried.

Resolution approving the 2014 Wage Adjustment Factor for non-represented regular Village employees

Resolution No. 0030, Series 2013 approving the 2014 Wage Adjustment Factor for non-represented regular Village employees was offered by Trustee Meinecke.

Motion by Trustee Antoine, seconded by Trustee Harbeck to adopt the resolution for the 2014 Wage Adjustment Factor for non-represented regular Village employees. Motion carried.

Resolution approving the establishment of a pay schedule for seasonal part-time Village employees for 2014

Resolution No. 0031, Series 2013 approving the establishment of a pay schedule for seasonal part-time Village employees for 2014 was offered by Trustee Antoine.

Motion by Trustee Liss, seconded by Trustee Meinecke to approve the adoption of the resolution approving the establishment of a pay schedule for seasonal part-time employees for 2014. Motion carried.

Resolution approving the revision of the classification structure for the non-represented regular Village employees for 2014

Village Administrator Darrell Hofland stated this is very similar to the wage adjustment factor; however, the decision for the 2014 Pay Grade adjustment is a separate issue. This resolution identifies a 2 percent increase

Resolution No. 0032, Series 2013 approving the revision of the classification structure for the non-represented regular Village employees for 2014 was offered by Trustee Liss.

Motion by Trustee Harbeck, seconded by Trustee Antoine to approve the adoption of the resolution approving the revision of the classification structure for the non-represented regular Village employees for 2014. Motion carried.

DEPARTMENT AND OFFICERS REPORT

Director of Public Works Dave Murphy reported the Bridge Street dam gate was put in place last week and final adjustments are being made. The gate manufacturer will be in to adjust and inspect next week. The east wall will be heated and painted. Everything is coming along but the freezing temperatures are not helping.

Port Washington Road urbanization project is complete. A final special assessment resolution will be on the next Village Board agenda.

The new Utility garage project is coming along. The asphalt binder is down and fences are going up. The septic receiving station will be up and running next month in January. Septic haulers are unloading at an existing manhole. All projects are going well and starting to design roadwork for 2014.

Trustee Harbeck questioned the remaining silt fence east of Port Washington Road. Director of Public Works Dave Murphy stated it will stay up until next spring when the contractor comes back to plant grass.

REPORT OF BILLS

Trustee Meinecke inquired if the payment on page 14 of the Village expenditures for Taylor Computer Services in the amount of \$1,434.35 was for a computer. Village Administrator Darrell Hofland stated it is for the new Director of Planning and Development; the order included the computer, monitor, laptop and docking station.

Trustee Meinecke asked if there were any other possible vendors contacted for quotes. Village Administrator Darrell Hofland noted he will follow up with Director of Administrative Services Paul Styduhar.

Motion by Trustee Liss, seconded by Trustee Antoine to approve the payment of Village expenditures in the amount of \$486,578.37. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

Trustee Liss stated this coming Friday, December 6, 2013, is the next GALA concert. The doors open at 6:30 p.m. and music by 3rd Encore starts at 7:00 p.m.

INTERVIEW VILLAGE TRUSTEE APPLICANTS

President Brunnquell stated that the interviews will take place in the Committee Room and will return to the Village Hall Board Room when concluded. He noted preference balloting will take place after the interview process.

Village Administrator Darrell Hofland stated the Village Clerk drew the applicants' names for the order of the candidate interviews.

The Village Board interviewed three applicants for the vacant Village Board position: Dean Proefrock, Thomas H. Pfanner and Eugene Lombness. Each candidate was asked a standard set of questions. President Brunnquell thanked the applicants.

The Village Board of Trustees and interview attendees returned to the Village Hall Board room at 7:13 p.m. following the conclusion of the interviews.

President Brunnquell asked the Village Board Trustees if they had any final questions.

Trustee Grant asked a general question to the applicants, "What is the most important aspect of your personality and what is most important thing you can bring to the board." Each applicant, in the order drawn, answered the questions briefly and precisely.

Village Attorney Mike Herbrand commented that filling out the paper preference ballot is provisional; final appointment is made by a motion and a related voice vote for approval.

Each Village Board member made a selection on the preference ballot. Village Administrator Darrell Hofland collected the slips and Village Attorney Mike Herbrand read aloud the preference ballot results.

The results were read as follows:

Dean Proefrock - 5 / Thomas H. Pfanner - 1 / Eugene Lombness - 0.

President Brunnquell indicated that he would entertain a motion to appoint an applicant to fill the vacant Village Trustee position, with the position to be effective Monday, December 16, 2013.

Appointment of Village Trustee to fill un-expired term of Richard Rieck, effective December 16, 2013.

Motion by Trustee Meinecke, seconded by Trustee Antoine to appoint Dean Proefrock to fill the vacant Village Trustee position, effective Monday, December 16, 2013.

President Brunnquell- Aye
Trustee Meinecke-Aye

Trustee Harbeck-Aye
Trustee Antoine-Aye

Trustee Liss-Aye
Trustee Grant-Aye

Motion carried by roll call vote.

ADJOURN

Motion by Trustee Meinecke, seconded by Trustee Antoine to adjourn the Village Board meeting at 7:19 p.m. Motion carried.