

**VILLAGE OF GRAFTON**  
**VILLAGE BOARD MEETING MINUTES**  
**AMENDED JANUARY 20, 2014**

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

Board members present: Jim Brunnuell, Jim Grant, David Liss, Sue Meinecke, Lisa Harbeck, Dean Proefrock and David Antoine

Staff/Officials present: Village Administrator Darrell Hofland, Director of Public Works Dave Murphy, Fire Chief William Rice, Village Attorney Mike Herbrand and Village Clerk Kelly Popp

Others present: Citizens of the community

**MINUTES**

Motion by Trustee Grant, seconded by Trustee Meinecke to approve the 12-16-2013 Village Board meeting minutes and File the 12-19-2013 Historical Preservation Commission; 01-08-2014 Community Development Authority; 01-09-2014 Architectural Review Board; 01-13-2014 Board of Public Works; and 01-14-2014 Public Safety Commission meeting minutes, as presented.

Requested grammatical spelling amendments were made to the following minutes: Village Board meeting minutes of December 16, 2013, Historical Preservation Commission meeting minutes of December 19, 2013, and Public Safety Commission meeting minutes of January 14, 2014.

Motion carried with the above minutes as presented and amended.

**PERSONS REQUESTING TO BE HEARD**

None

**BUSINESS PRESENTED BY THE PRESIDENT**

Appointment of Catherine Davidson as Citizen Member on Public Arts Board

Motion by Trustee Liss, seconded by Trustee Antoine to approve the appointment of Catherine Davidson as citizen member on Public Arts Board. Motion carried.

**RESOLUTIONS/ORDINANCES/ACTION ITEMS**

Item 1/Report of Historical Preservation Commission – Rescission of Historic Property Designation

Motion by Trustee Antoine, seconded by Trustee Liss to approve the request for Rescission of Historic Property Designation for 1208-1212 Bridge Street, by KJI Group, LLC property owner.

President Brunnquell briefly explained the property of 1208-1212 Bridge Street as the previous business property of Sass.

Motion carried.

Item 1/Report of Public Safety Commission-Resolution improving intersection of County Trunk Highways V and W.

The Resolution requesting Ozaukee County taking action on improving the intersection of County Trunk Highways V and W offered by Trustee Liss.

Motion by Trustee Meinecke, seconded by Trustee Antoine to adopt resolution requesting Ozaukee County take action on improving safety for the intersection of County Trunk Highways V and W. Motion carried.

Item 2/Report of Public Safety Commission-2014 purchase of 20 sets of new firefighting turnout gear

Motion by Trustee Harbeck, seconded by Trustee Proefrock to approve the 2014 purchase of 20 sets of new firefighting turnout gear at a cost of \$34,000 with unspent 2013 funds.

Chief stated they are trying to update all of the Grafton Fire Department's gear. The standards have changed and improvements were necessary; the funding and need is there. The turnout gear includes both the coat and pants. The costs are approximately \$1,700 a set, a decrease in cost from prior year purchases of \$2,100 a set. The safety standard has recently been updated to a new 10 year life on all turn-out gear. This will have an impact on all fire departments.

Trustee Meinecke inquired if the turnout gear would come out of the unspent 2013 fund balance. Village Administrator Hofland explained that it would be taken out of the unspent fund balance of the Fire Protection and Rescue Fund. There will be a notation on the fund balance for Committed - Turnout Gear of \$34,000.

Administrator Hofland indicated that he spoke with Town of Grafton officials and they were supportive of the \$34,000 allocation on unspent 2013 fund balance for this purchase.

Motion carried.

Item 1/Report of Board of Public Works-AECOM proposal for 2013

Motion by Trustee Meinecke, seconded by Trustee Antoine to approve the AECOM proposal for 2013 cost of \$28,988 for groundwater monitoring at Lime Kiln Park landfill and the West Plume area.

Director of Public Works Dave Murphy commented the work was done in 2013 for DNR requirements. For some reason, AECOM did not get the contracts to the Village of Grafton for payment. Therefore, he had to ask for the contracts for payment to go through the Village Board.

President Brunnquell inquired whether the actual effort was decreasing. Director of Public Works Dave Murphy noted this was correct. They continue to monitor the West Plume but the monitoring

well results will be incorporated into the Lime Kiln Park landfill report for presentation to the Wisconsin Department of Natural Resources (DNR). With only one monitoring report, it will keep the cost down.

Motion carried.

Item 2/Report of Board of Public Works-Bridge Street dam change order 2

President Brunnquell gave a brief report on Bridge Street dam change order 2.

Trustee Meinecke asked that this be sent back to Board of Public Works for more detail as to why the concrete work is up almost \$62,000 in costs. She noted that as a matter of fiscal responsibility, this needs to be clarified. Her understanding is that Ayres Associates will also be requesting a change order for the project management. Director of Public Works Dave Murphy confirmed that is correct. It will be coming to Department of Public Works next month; Ayres Associates contract called for a specific number of inspection trips which have been exceeded. They will also be doing the inspection report for the DNR at a cost of \$750 to do the paperwork. The quantities in the change order have been field measured and verified by Ayres Associates. Mr. Murphy asked that the Village Board approve the change order now so Staab Construction can be paid for the work they did two months ago.

Director of Public Works Dave Murphy stated the project is 95 percent done. Trustee Grant commented that when this is taken back to the meeting, he would like to see where the Village is at with all the competitive bids. Director of Public Works Dave Murphy noted there was only two bids on this project with the second bidder almost \$500,000 more. Trustee Meinecke stated that with change orders 1 and 2, the contract has increased almost \$91,200.

Director of Public Works Dave Murphy noted the contract was a volume based bid for concrete work; Staab Construction placed the concrete per the contract and the actual amount of concrete replaced is what is reflected in the change order; therefore, the Village should pay the bill.

President Brunnquell stated this will be sent back to committee for clarification.

Motion by Trustee Grant, seconded by Trustee Meinecke to approve sending the Bridge Street dam change order 2, back to Board of Public Works for review and more clarification. Motion passed 5-2 (Liss and Harbeck – nay).

Item 3/Report of Board of Public Works-setting the following 2014 fees

Motion by Trustee Antoine, seconded by Trustee Meinecke to approve setting the following 2014 fees: Interceptor Connection Fee Cap (per acre) - \$3,207.73, 8 inch Equivalent Sanitary Sewer Fee (per foot) - \$82.08, 8 inch Equivalent Water Main Charge (per foot) - \$66.50, Road Construction (per foot/per side) - \$199.61, I-43 Lift Station (per acre) - \$2,398.90, I-43 Sewer and Water Crossing-Water main (per acre) - \$404.78, I-43 Sewer and Water Crossing-Sanitary sewer (per acre) - \$507.56, and Equivalent Residential Connection Fee - \$873.00. Motion carried.

**LICENSES**

Motion by Trustee Grant, seconded by Trustee Harbeck to approve the operators' licenses, as presented. Motion carried.

## **DEPARTMENT AND OFFICERS REPORT**

Director of Public Works Dave Murphy reported the dam has been inspected. They will pump water over the coffer dam to make sure the newly install gate is properly sealed and then remove the coffer dam if everything goes well. The sidewalk will remain closed for the time being, but the road will be open.

Fire Chief William Rice stated he will be reviewing the Office Assistant applications this week and will be attempting to fill this as quickly as possible. Administrator Hofland commented there are approximately 24 applications for the Office Assistant position. Fire Chief William Rice noted the new software will be in place and it will work very well in meeting their needs. Information will be entered right away after the EMTs calls.

Fire Chief William Rice commented the Fire Department survived in the cold weather last week. It is very hard on equipment, as well as individuals. One of the chutes will not work property on a piece of equipment. It will be going in for repair work. He noted he was not sure if this issue was due to the cold weather or not.

## **REPORT OF BILLS**

Motion by Trustee Grant seconded by Trustee Proefrock to approve the payment of Village expenditures in the amount of \$899,485.92.

Trustee Meinecke noted in the Village Expenditures on page 4, payment made to Buivid PhotoDesign for Jessica Wolff – Planning and Development Director was assigned to the Parks and Recreation Department instead of the Planning and Development Department.

Motion carried.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

None

## **ADJOURN**

Motion by Trustee Grant, seconded by Trustee Harbeck to adjourn the Village Board meeting at 6:29 p.m. Motion carried.