

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES
FEBRUARY 3, 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, Police Chief Charles Wenten, Parks and Recreation Director John Safstrom, Village Attorney Mike Herbrand and Deputy Clerk Jilline Dobratz

Others present: Melanie Boyung of the News Graphic, Thomas Krueger and citizens of the community.

MINUTES

Motion by Trustee Harbeck, seconded by Trustee Liss to approve the 01-20-2014 Village Board and 01-20-2014 Finance Committee meeting minutes and File the 01-29-2014 Community Development Authority meeting minutes, as presented.

Trustee Grant asked about the January 28, 2014 Plan Commission minutes. Village Administrator Darrell Hofland stated that due to the timing of when the meeting was held and when packets were completed, the minutes will be included in the February 17, 2014 Village Board agenda.

Trustee Liss requested the Village Board meeting minutes be amended on Page 1, Item 1, and the motion was seconded by Trustee Liss. Also on Page 2, the previous business property SAS should be Sass.

Village Attorney Mike Herbrand stated he was present at the Village Board meeting and needs to be added.

Motion carried with the above minutes as presented and amended.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

Appointment of Thomas Krueger as Citizen Member on Historic Preservation Commission

Motion by Trustee Antoine, seconded by Trustee Harbeck to approve the appointment of Thomas Krueger as citizen member on Historic Preservation Commission. Motion carried.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Adoption of Resolution for Sheryl Prohuska on her retirement and years of service

Resolution No. 003, Series 2014, commending Sheryl Prohuska for her retirement and years of service was offered by Trustee Meinecke.

Motion by Trustee Antoine, seconded by Trustee Liss to adopt Resolution No.003, Series 2014 commending Sheryl Prohuska for her retirement and years of service.

President Brunnuell read the resolution to the public and press. Trustee Antoine asked when Ms. Prohuska retire and inquired on why the resolution was not done sooner. Director of Parks and Recreation John Safstrom stated Ms. Prohuska retired at the end of June 2013 and it was an oversight. Village Administrator Darrell Hofland stated the resolutions are all presented at the annual recognition dinner.

Motion for the adoption of Resolution for Sheryl Prohuska on her retirement and years of service carried.

Approval of Initial Business Development Fee Grant for Reserve "Class B" Liquor License being requested by Peter Olds of Cantina Pietro Pizza, Inc., d/b/a, Martini Pete's location of 1315 Wisconsin Avenue.

Motion by Trustee Liss, seconded by Trustee Antoine to approve the Initial Business Development Fee Grant for Reserve "Class B" Liquor License being requested by Peter Olds of Cantina Pietro Pizza, Inc., d/b/a, Martini Pete's location of 1315 Wisconsin Avenue.

Village Administrator Darrell Hofland stated that state legislation requires communities who have used all "regular" liquor licenses to issue Reserve licenses. Fee for Reserve liquor licenses is \$10,000.00 in addition to the regular license fees. With the Village's grant program; the Village credits \$9,500.00 back to the business.

Motion carried.

Item 1/Report of Finance Committee

Motion by Trustee Meinecke, seconded by Trustee Antoine to approve the commencement of the recruitment process for the Public Works Department Crewperson position. Motion carried.

Item 2/Report of Finance Committee

Motion by Trustee Meinecke, seconded by Trustee Antoine to approve the commencement of the recruitment process for the Police Department Administrative Assistant I position and approve the changes to the Police Department's Table of Organization as recommended.

Police Chief Wenten stated currently this position is responsible for scheduling and supervising the emergency dispatch center. These responsibilities would be moved to the Captains and the position would be redefined to an Administrative Assistant 1. The Administrative Assistant 1 would eventually be trained as a dispatcher.

Motion carried.

LICENSES

Motion by Trustee Harbeck, seconded by Trustee Proefrock for approval of operators' licenses, as presented. Motion carried.

Approve Issuance of "Class B" Fermented Malt Beverage/Intoxicating Liquor License to Peter Olds – agent for Cantina Pietro Pizza, LLC, d/b/a Martini Pete's at 1315 Wisconsin Avenue (Single Level Bar – First Floor, 1 Room for Liquor/Dry Storage), for the March 1, 2014, to June 30, 2014, licensing period subject to the satisfaction of passing all necessary inspections and completing any required financial obligations, permitting of premise and proof of lease agreement.

Motion by Trustee Antoine, seconded by Trustee Meinecke to approve the issuance of a "Class B" Fermented Malt Beverage/Intoxicating Liquor License to Peter Olds – agent for Cantina Pietro Pizza, LLC, d/b/a Martini Pete's at 1315 Wisconsin Avenue (Single Level Bar – First Floor, 1 Room for Liquor/Dry Storage), for the March 1, 2014, to June 30, 2014, licensing period subject to the satisfaction of passing all necessary inspections and completing any required financial obligation, permitting of premise and proof of lease agreement. Motion carried.

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

Motion by Trustee Grant, seconded by Trustee Liss to approve issuance of Special Class "B"/"Class B" Picnic License to Kari Shank / St. Joseph Congregation -1619 Washington Street for Fish Fry's / March 7, March 14, 2014; March 21, 2014; March 28, 2014; April 4, 2014 (Lower Level of Church Building). Motion carried.

DEPARTMENT AND OFFICERS REPORT

None

REPORT OF BILLS

Motion by Trustee Liss, seconded by Trustee Proefrock to approve the payment of Village expenditures in the amount of \$887,319.87.

Trustee Antoine questioned Civic Plus in regards to the Village's website page being down. Village Administrator Darrell Hofland stated his Administrative Assistant could update the page but she could not see the updates that were made on her computer. The Village is currently working with John Taylor from Taylor Computer Services regarding these issues.

Motion carried.

OLD BUSINESS

None

NEW BUSINESS

None

CONVENE TO CLOSED SESSION

Village Administrator Darrell Hofland stated no action would be taken following closed session on the pre-annexation agreement for property located at 1308 and 1314 Port Washington Road.

Motion by Trustee Grant, seconded by Trustee Proefrock to convene to Closed Session at 6:12 p.m., pursuant to Wisconsin State Statutes 19.85(1)(e) for real estate and competitive bargaining matters (amendment of Highland Ridge development incentive agreement and pre-annexation agreement of 1308 and 1314 Port Washington Road).

President Brunnuell- Aye
Trustee Meinecke-Aye
Trustee Proefrock-Aye

Trustee Harbeck-Aye
Trustee Antoine-Aye

Trustee Liss-Aye
Trustee Grant-Aye

Motion carried by roll call vote.

During Closed Session of 27 minutes, the Village Board discussed negotiation strategies on possible amendments of the Highland Ridge development incentive agreement and pre-annexation agreement of 1308 and 1314 Port Washington Road.

Motion by Trustee Harbeck, seconded by Trustee Antoine to adjourn the Village Board meeting at 6:39 p.m. Motion carried.