

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

**APRIL 21, 2014**

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 Antoine, Sue Meinecke, David Liss, Lisa Harbeck and Dean Proefrock

Staff/Officials present: Village Administrator Darrell Hofland, Director of Public Works Dave Murphy, Police Chief Charles Wenten, Fire Chief William Rice, Village Attorney Mike Herbrand, Utility Program Coordinator Larry Roy, Village Clerk Kelly Meyer, and Fire Department EMS Coordinator Matt Schaezner

Others present: WDNR Representative Olivia Witthun, News Graphic Reporter Melanie Boyung and Ozaukee Press Copy Editor Steve Ostermann and Citizens of the Community

**MINUTES**

President Brunnquell noted the April 15, 2014 Public Safety Commission meeting minutes were distributed to Village Trustees.

Motion by Trustee Antoine seconded by Trustee Grant to approve the 04-07-2014 Village Board meeting minutes and File the 04-10.2014 Architectural Review Board; 04-14-2014 Board of Public Works, and 04-15-2014 Public Safety Commission, as presented. Motion carried.

**PERSONS REQUESTING TO BE HEARD**

Village Trustee Susan Meinecke

Trustee Meinecke read her submitted letter dated April 21, 2014, to the Village Board and those present requesting a proclamation be generated for Dr. Mike Uihlein, a long time resident and member of the 2014 US Paralympics Sled Hockey Team that won the gold medal in Sochi, Russia. She expressed her admiration for the Paralympics' team doctor who resides in the Village of Grafton and made the request for a written Proclamation in recognition of Dr. Mike Uihlein, as submitted for record. She noted his integral part on behalf of the team's success. She commented specifically on his dedication to the team and the time away from his medical practice and family to fulfill his role.

President Brunnquell stated he explicitly commended Dr. Mike Uihlein at the prior Village Board meeting on April 7, 2014.

President Brunnquell opened it up to the Board of Trustees to make a decision in regard to a proclamation. No consensus was reached for a future proclamation.

**BUSINESS PRESENTED BY THE PRESIDENT**

Olivia Witthun, DNR for Tree City Award

Director of Public Works Dave Murphy introduced Wisconsin Department of Natural Resources Representative Olivia Witthun. Ms. Witthun complimented the Village for its 20 consecutive years of being recognized for the Tree City Award. She noted her appreciation to Director of Public Works Dave Murphy and the Village of Grafton staff for their part in assisting with the accomplishments to receive this award. On behalf of Wisconsin Department of Natural Resources, she presented the 2014 Tree City Award to President Brunnquell and Director of Public Works Dave Murphy.

Proclamation establishing April 25, 2014, as Arbor Day in the Village of Grafton

Motion by Trustee Grant, seconded by Trustee Meinecke to establish April 25, 2014, as Arbor Day in the Village of Grafton.

President Brunnquell read the several lines of the Proclamation on Arbor Day to those present.

Motion to establish April 25, 2014, as Arbor Day in the Village of Grafton carried.

Confirmation of Village Board Committee/Commission Assignments- April 2014 – April 2015

Village Administrator Hofland noted that due to State Statutes changes, the Village is no longer eligible to have an Electrical Licensing Review Board and asked that this be removed from the recommended Committee/Commission assignments.

Motion by Trustee Harbeck, seconded by Trustee Meinecke recommending the Village Board Committee/Commission assignments from April 2014 through April 2015 as amended. Motion carried.

**RESOLUTIONS/ORDINANCES/ACTION ITEMS**

Item 1/Report of Board of Public Works

President Brunnquell asked Director of Public Works Dave Murphy to expound on the new Utilities Fee regulations and implementation.

Director Mr. Murphy stated two months ago this topic was brought forward with other Public Service Commission items. He commented Utility Program Coordinator Larry Roy worked on a policy, when this would be implemented and what fees would be charged. Justifications concerning the fees charged were discussed.

Trustee Antoine inquired on the Utility's accountability when Utility staff misses an appointment. Director Mr. Murphy stated that the Utility tries not to miss any appointment. He clarified there would be no charge if the Utility employee misses the appointment and Utility employee has to return.

Utility Program Coordinator Larry Roy stated if there is an option to wait a few days or a week for a special meter read, most customers would wait a few extra days to read the meter at no charge to the customer.

Trustee Harbeck stated she is opposed to the new fees; her concern is the residents will see this as another additional charge.

Director of Public Works Dave Murphy added, many times Utility staff is out doing job in the field and they are called away from jobs that require two people with special requests; therefore, this also was considered.

Motion by Trustee Meinecke, seconded by Trustee Proefrock to approve new fees based on the Utilities plan to implement them as: A) Special Billing Charge - \$25; B) Special Meter Reading Charge - \$25; C) Missed Appointment – During Regular Business Hours - \$25; and D) Missed Appointment – After Regular Business Hours - \$40. Motion passed 4-3 (Harbeck, Antoine and Grant – Nay).

#### Item 2/Report of Board of Public Works

Motion by Trustee Grant, seconded by Trustee Proefrock to approve vehicle and equipment storage facility furnishings and I-43 lift station enhancement as proposed instead of the 2014 wastewater treatment plant roof projects. Motion carried.

#### Item 3/Report of Board of Public Works

Motion by Trustee Grant, seconded by Trustee Proefrock to approve Amendment No. 1 to the professional services agreement with Applied Technologies Incorporated, Brookfield, WI in the amount of \$3,966.00 for redesign of the exterior wall for the Ninth Avenue Lift Station. Motion carried.

#### Item 4/Report of Board of Public Works

Motion by Trustee Grant, seconded by Trustee Proefrock to approve award a contract to Gremmer and Associates, Inc., Fond du Lac, WI, in the amount of \$29,905 for the re-design of Falls Road improvements as presented. Motion carried.

#### Item 5/Report of Board of Public Works

Motion by Trustee Grant, seconded by Trustee Proefrock for approval to reject all bids for the 2014 Street Improvement Program and rebid the project with a new time frame, removal of the trees, changing the language so Third Avenue can be removed if necessary, and work with Village Pointe Commons to accept the fill material. Motion carried.

#### Item 6/Report of Board of Public Works

Motion by Trustee Grant, seconded by Trustee Proefrock to approve Utility storage facility and septage receiving station project Change Order 2 for Jos. Schmitt & Sons in the amount of \$42,437.11. Motion carried.

#### Item 7/Report of Board of Public Works

Motion by Trustee Grant, seconded by Trustee Proefrock to approve authorization of the purchase of an insulated aerial platform truck to Dueco, Inc., Waukesha, WI in the amount of \$92,402. Motion carried.

Item 1/Report of Board of Public Safety Commission

Police Chief Wenten stated the modifications reflect the changes in State law.

Motion by Trustee Liss, seconded by Trustee Meinecke to approve Ordinance to amend Chapter 9.74 and 9.80 to reflect current state law pertaining to hunting with a bow and arrow or crossbow. Motion carried.

Item 2/Report of Board of Public Safety Commission

Motion by Trustee Grant, seconded by Trustee Antoine to approve Ordinance to amend Chapter 10.32.010 / stop intersections of the Grafton Municipal Code for placement of stop signs on First Avenue at Falls Road.

Police Chief Wenten gave a brief review of accident history at the intersection; there were 17 accidents in the last four years. After consulting with Director of Public Works Mr. Murphy, the potential of making this a four-way stop would aid in some of the ongoing safety issues at this location.

Director Mr. Murphy commented this location is being considered for Village of Grafton's first round-about to further reduce accidents in this area.

Motion to approve an Ordinance to amend Chapter 10.32.010 carried.

Item 3/Report of Board of Public Safety Commission

Fire Chief Rice commented on the future upgrade to a paramedic-level of Emergency Medical Services in Grafton and stated it makes sense to work with the local hospital in Grafton. They have additional services included in this agreement as well.

Motion by Trustee Grant, seconded by Trustee Meinecke to approve the proposed agreement for Medical Direction and Medical Control of Emergency Services with Aurora Medical Center of Grafton. Motion carried.

Item 4/Report of Board of Public Safety Commission

Motion by Trustee Antoine, seconded by Trustee Harbeck to approve the request from the American Diabetes Association to have a bike ride on June 14, 2014, beginning at the Grafton High School with the route. Motion carried.

**DEPARTMENT AND OFFICERS REPORT**

Director of Public Works reported on Bridge Street Dam; sandbags would have been taken out, but due to the high river levels, they will remain in place. Once the water level diminishes, the sandbags will be removed at that time.

Director Mr. Murphy reported on the 2014 Street Improvement Program bids. He noted that he would like to move the contract date up for Village Board's review to the first Monday in June, rather than submitting review to Board of Public Works prior to the third Monday in June. He requested approval to submit this to the Village Board the first Monday in June of 2014. Trustee Meinecke, Board of Public Works Chair, indicated she would concur with this request if Director Murphy would notify Board of Public Works (BPW) of the bid opening date. Director of Public Works Murphy agreed to notify BPW when the bid opening would take place.

**REPORT OF BILLS**

Motion by Trustee Antoine, seconded by Trustee Liss to approve the payment of Village expenditures in the amount of \$327,486.92. Motion carried.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**CONVENE TO CLOSED SESSION**

Motion by Trustee Liss, seconded by Trustee Harbeck to Convene to Closed Session at 6:19 p.m., pursuant to Wisconsin State Statutes) 19.85 (1)(c) for considering performance evaluation data of Village Administrator.

President Brunquell- Aye	Trustee Harbeck-Aye	Trustee Liss-Aye
Trustee Meinecke-Aye	Trustee Antoine-Aye	Trustee Grant-Aye
Trustee Proefrock-Aye		

Motion carried by roll call vote.

During Closed Session of 48 minutes, the Village Board considered the Village Administrator's performance evaluation data.

**RECONVENE TO OPEN SESSION**

Motion by Trustee Antoine, seconded by Trustee Meinecke to adjourn Closed Session and reconvene to open session at 7:07 p.m.

President Brunquell- Aye	Trustee Harbeck-Aye	Trustee Liss-Aye
Trustee Meinecke-Aye	Trustee Antoine-Aye	Trustee Grant-Aye
Trustee Proefrock-Aye		

Motion carried by roll call vote.

## **APPROVAL OF THE VILLAGE ADMINISTRATORS 2014 SALARY**

Motion by Trustee Liss, seconded by Trustee Grant to approve a 2.5 percent salary increase in 2014 for the Village Administrator. Motion passed 5-2 (Meinecke, Harbeck – Nay).

## **Adjourn**

Motion by Trustee Grant, seconded by Trustee Antoine to adjourn the Village Board meeting at 7:09 p.m. Motion carried.