

TOWN OF GRAFTON / VILLAGE OF GRAFTON
BOARD OF SUPERVISORS / BOARD OF TRUSTEES – JOINT MEETING AGENDA

November 20, 2014 - 6:00 PM

Grafton Town Hall – 1230 11th Ave., Grafton, WI, 53024

THE FOLLOWING BUSINESS WILL BE BEFORE THE BOARD FOR DISCUSSION, CONSIDERATION, DELIBERATION, AND
POSSIBLE FORMAL ACTION:

- I. **CALL TO ORDER BY HOST COMMUNITY**
- II. **ROLL CALL OF TOWN BOARD AND VILLAGE BOARD**
- III. **VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **APPROVE MINUTES FROM PREVIOUS MEETING (JULY 29, 2014)**
- VI. **NEW BUSINESS**
 - A. Discussion and possible action regarding **an update to future work on 17th Avenue / River Bend Road**
 - B. Discussion and possible action regarding **the reconstruction of Falls Road**
- VII. **ADJOURN**

Amanda L. Schaefer, Clerk

Members of the Town Plan Commission, Board of Appeals, or other committees, boards, commissions, and authorities may attend and participate at this meeting, but will not take official action unless notice so provides. No qualified individual with a disability shall, by reason of that disability, be excluded from participation in or denied the benefits of the services, programs or activities of the Town of Grafton, or be subjected to discrimination by the Town. If you are disabled and require special accommodations, please advise the Town no later than 5 working days before the scheduled meeting or activity.

**TOWN OF GRAFTON / VILLAGE OF GRAFTON
BOARD OF SUPERVISORS / BOARD OF TRUSTEES – JOINT MEETING
JULY 29, 2014 – Official Minutes**

I. CALL TO ORDER: CHAIRMAN BARTEL OF THE HOST COMMUNITY CALLED THE MEETING TO ORDER AT 6:00 P.M.

II. ROLL CALL OF TOWN BOARD AND VILLAGE BOARD:

Present:

Chairman Lester A. Bartel, Jr.
Supervisor Karron Stockwell
Supervisor Tom Sykora
Supervisor Tom Grabow
Supervisor Steve Schaefer

Village President James Brunnuell
Trustee Dave Antoine
Trustee James Grant
Trustee Lisa Harbeck
Trustee David Liss
Trustee Susan Meinecke
Trustee Dean J. Proefrock

Others Present:

Clerk/Planner Amanda Schaefer
Town Engineer Matt Clementi
Town Attorney Sara MacCarthy

Village Administrator Darrell Hofland
Village Engineer David Murphy

II. VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW

1. **Clerk / Planner Schaefer and Administrator Hofland assured the meeting was properly noticed on both sides.**

III. PLEDGE OF ALLEGIANCE

IV. NEW BUSINESS

A. Discussion and possible action regarding work on 17th Avenue / River Bend Road

1. Village Engineer Dave Murphy gave a background of the project – Village improvements along the northern side and Town improvements to the south side; a culvert improvement would need to be done as well
2. Chairman Bartel asked if there was a change to the project
3. John and Bob Tillmann were present at the meeting
4. Chairman Bartel noted that, at an earlier meeting, the Town voted to work on the project in the near future
5. The funds from Phase IV of Blackhawk Valley would be needed for the Village improvements
6. Sidewalk on the north side would extend from the east side of Yuma and tie it into 17th Avenue; Town road standards would be on the south side
7. Bob Tillmann would like to bid it out and do it next year
8. The Town will not pay for curb and gutter in front of Town property
9. Village Engineer Murphy noted that someone has to pay for the curb and gutter in front of those properties; that was never discussed at the previous meeting, per Supervisor Stockwell
10. Village President Brunnuell noted that it would not be a 2014 project

11. Supervisor Grabow stated that the Town could still do the project; Chairman Bartel noted caution about not knowing the height of the road with urbanization. The elevation would need to be known prior to work being done
 12. Administrator Hofland asked about the design of the Town portion; a 3' paved shoulder could be done to provide better pedestrian access
 13. The drainage patterns were discussed
 14. Engineer Clementi noted that the culvert is collapsing; a concrete pipe would be the best in the future.
 15. **ACTION: NO ACTION TAKEN**
- B. Discussion and possible action regarding driveway access along Arrowhead Road**
1. Chairman Bartel inquired about a driveway access point on Arrowhead Road that was previously denied by the Village due to them recently annexing the ROW
 2. Yes, it is Village jurisdiction, but Town residents are still needing access; this wasn't even a primary structure – it was accessory
 3. Chairman Bartel asked about the reasoning behind why no access would have been given; Village Engineer Murphy responded – higher potential traffic counts were the underlying reason should the road be urbanized someday
 4. Village Engineer Murphy never saw a sketch; perhaps a provision could be placed on a future driveway permit that if Arrowhead Road was improved to meet Village standards, the driveway would need to be abandoned
 5. **ACTION: Village President Brunnuell moved to grant access for a driveway along Arrowhead Road provided there is a provision on the permit that the driveway would be abandoned if the road is improved to Village standards in the future, second by Trustee Grant. Motion carried 12-0 (unanimously).**
- C. Discussion and possible action regarding culverts on Shady Lane**
1. Chairman Bartel noted that there is a culvert that was never tied into the storm sewer during past urbanization efforts along Shady Lane
 2. Attempts to berm up have not be sufficient
 3. It should have been tied into the system, but it wasn't
 4. Village Engineer Murphy noted that the storm sewer is there; it is possible to tie the culvert in; the dimensions are not exactly known, but it should be possible
 5. The contour maps were reviewed
 6. President Brunnuell asked who would absorb the cost? It shouldn't be a Village cost. Chairman Bartel stated that the Village project is the reason the culvert was terminated. The culvert was cut, and the Town did not do it.
 7. The berm was discussed by both sides
 8. Administrator Hofland noted that the Village could take the cost if the design wasn't done properly
 9. It could be a couple thousand to fix, but the Village is short on manpower
 10. The cost could be absorbed through labor pool costs; Chairman Bartel stated that the cost could be shared
 11. The Town can get cost estimates
 12. The tie in will be done this season with labor pool and the charge passed back to the Town in part
 13. It should be on the Public Works agenda at the Village level in the near future; possibly.
 14. **ACTION: Supervisor Grabow moved to approve a 50% cost share between the Town and Village to reconnect the abandoned culvert by Shady Lane (into the storm sewer), seconded by Supervisor Sykora. Discussion continued. It needs to go to the Village's Public Works Committee for discussion, per**

Trustee Grant. Chairman Bartel moved to amend the original motion and make it subject to approval by the Village's Public Works Committee, seconded by Supervisor Sykora. Motion carried 12-0 (unanimously). Chairman Bartel called the original question / motion. Motion carried 12-0 (unanimously).

D. Discussion and possible action regarding reconstruction of Falls Road

1. Village Engineer Murphy gave a background of the project and the Town and Village interests
2. Sidewalks, utilities, and paving dimensions were discussed
3. Engineer Clementi gave a background of past project plans – essentially a pulverize and overlay; \$218, 540 was the estimate for that effort
4. The cost of the increase for widened shoulders was not looked at
5. As far as the project that is on the table tonight, the design would be done in the Fall, bid in January, and start the beginning of April 2015, per Village Engineer Murphy
6. Chairman Bartel noted resistance to the sidewalk by Town residents
7. A Village resident asked about how many homes in the Town would be impacted by sidewalks; approximately 7. There are 60 families in Falls Crossing would like sidewalk for safety for pedestrians
8. Chairman Bartel responded with the fact that this process (implementation of sidewalks and other improvements) introduces something that that is not typical in the Town; he represents the Town residents, the Village represents the Village residents
9. A Village resident noted that there are already drainage issues
10. A Village resident stated that the road is cracking and falling apart
11. A Town resident stated that yes, safety would be improved with sidewalk; however, the cost of special assessment is looming; maintenance is high for someone who purchased a home in the Town, not the Village; the annexation of Falls Crossing should not be the burden of Town property owners
12. Chairman Bartel clarified the process of special assessment; the Village has not forced this in the past; however, it could be in the future should leadership change. It is based on street frontage and paid for at the time of coming into the Village – upwards of \$100,000
13. The “if” is a potential reality
14. A Village resident asked for other options
15. Village President Brunquell stated that deferred assessment is the big concern for the Town
16. A “cap” to the sidewalk assessment was discussed
17. A Town resident stated that their rights need to be taken into account; they have lived in the Town for so long and helped build the community to what it is
18. Chairman Bartel referenced his personal story of being impacted by the Interurban Trail
19. Perhaps the Village could be responsible for the sidewalk plowing and maintenance
20. There needs to be a compromise
21. Bluestem will likely not be implemented within the next 5-10 years
22. Supervisor Grabow stated that none of the Falls Road Town residents wanted to see Falls Road urbanized
23. Supervisor Grabow stated that the urbanization should be done in 10 years; let the Town improve it the way they want to right now
24. Supervisor Grabow addressed the bike path and sidewalk
25. Chairman Bartel clarified the reduced speed limit that is in place – 25 mph

26. Village President Brunnuell stated that the community is changing; people want the quality life that is part of the moto; this improves quality of life and the health of the community
27. The Village can offer a compromise on the assessment; they understand the stress on the Town residents; the Village is willing to work on this with the Town
28. Joint projects were discussed and how well they were received
29. There is a solution – what is it? Like Cedar Creek Road?
30. Trustee Grant asked for the formulation of when Keup Road was urbanized; perhaps this could be referenced
31. Discussion continued about special assessments and the level of improvements along Falls Road
32. The Town needs to know the numbers for special assessments; there have not been any defined numbers
33. The Town is open to have the Village investigate this further
34. The Town is budgeted to do the road the way the Town would do the road; the entire road – approximately 2' narrower than the Village's plans
35. Village Engineer Murphy stated that everything would be within the ROW; width of the project (pavement, sidewalk, etc.) depends on the specific area of the road
36. Supervisor Stockwell asked if the Falls Road residents were told that they would have sidewalk; yes, but they weren't aware of the Village/Town dynamics
37. They didn't intend to be on an island, but they are
38. Administrator Hofland is a former Falls Crossing resident, and Falls Road would be the main connection
39. The annexation of Falls Road was discussed again
40. The annexation of Blue Stem occurred around the same time
41. Village President Brunnuell asked about Engineer Clementi's cost estimate; it is construction dollars only; the cost is a very tight budget for engineering and inspection.
42. A Town resident stated that grading along the road by her property may not be possible. Discussion continued
43. Trustee Grant inquired about Town doing their portion and the Village doing its portion; not an option - it is too saw-toothed
44. Chairman Bartel thanked everyone for coming and sharing feedback
45. Supervisor Stockwell noted that they need to listen to the Town residents
46. Supervisor Sykora looks forward to seeing a proposal from the Village
47. Supervisor Schaefer would like to look at snow removal for the Town residents and a lower assessment
48. Supervisor Grabow summed up cost
49. Trustee Grant wants the Public Works Committee discussions to be made aware to the Town Board so they can attend and give input – 2nd Monday of the month at 6:00pm at the municipal building
50. Village President Brunnuell noted that he doesn't look at it Town versus Village; it's a big community where the border disappears; this is one community; there are benefits for everyone
51. Chairman Bartel noted that working with the Village in this way is a good way; everyone's best interest will be addressed; it will get figured out for the greater good of the community; thank you to the Village and Town Board
52. Supervisor Grabow quickly brought up the border roads agreement; this is a future action item per Village President Brunnuell.
53. **ACTION: NO ACTION TAKEN**

V. ADJOURN

- 1. ACTION: Supervisor Schaefer moved to adjourn, seconded by Supervisor Stockwell. Motion carried 12-0 (unanimously).**

**Respectfully Submitted,
Amanda L. Schaefer, Clerk**

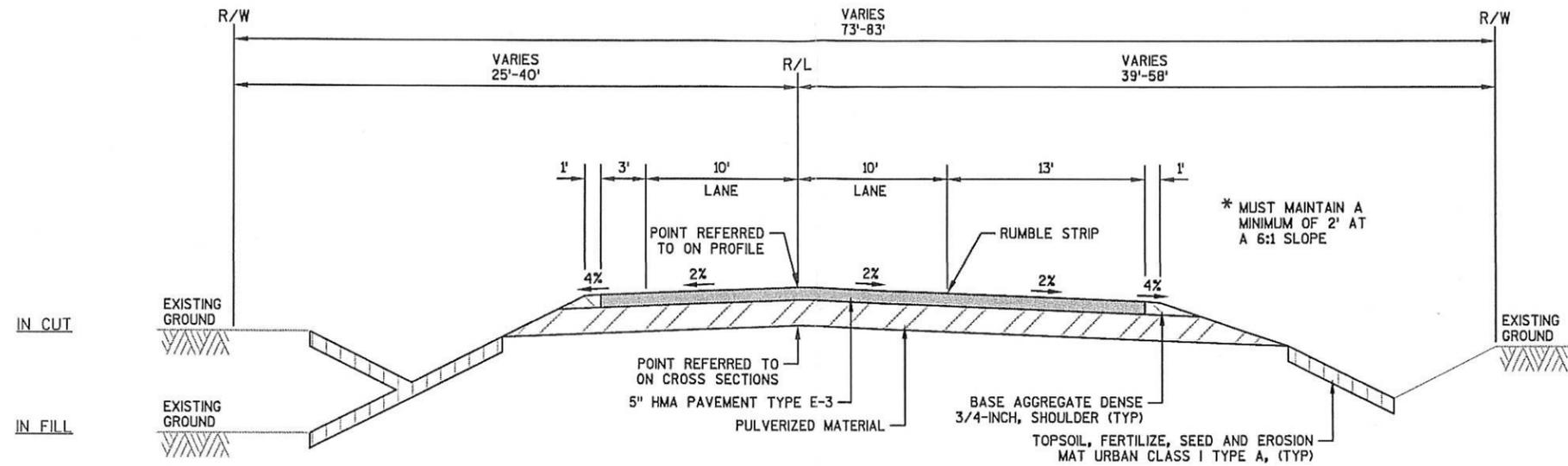
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Town of Grafton Property Special Charges

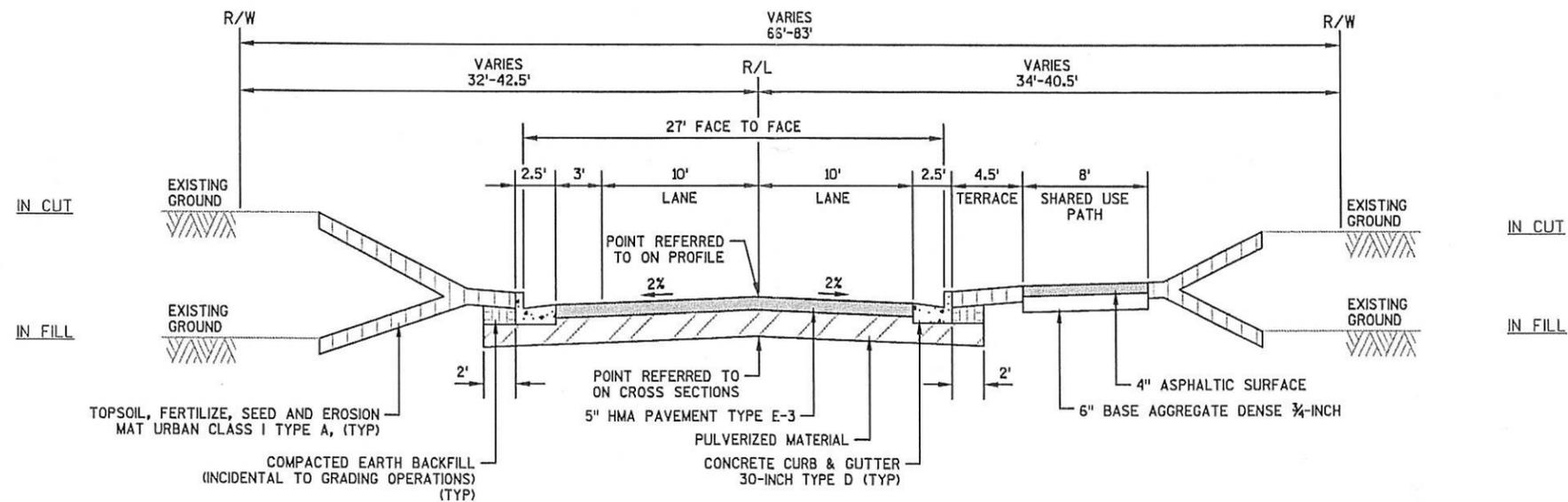
Falls Road Project
 Estimated Cost
 November 11, 2014

TAX KEY	OWNER	ADDRESS	FRONTAGE	CURB & GUTTER \$10.00	SIDEWALK \$23.00	DRIVE APPROACH \$500	WATER MAIN \$33.25	SANITARY SEWER \$41.04	SUB-TOTAL	SIDEWALK / CURB/GUT DISCOUNT	TOTAL 2015 CHARGES					
1 06-030-05-004	STEVEN GROSSMUELLER	1481 FALLS ROAD	294.96	\$ 2,949.60	\$ 6,784.08	\$ 500.00	*	*	\$ 10,233.68	\$ 9,733.68	\$ 500.00					
3 06-030-05-003	MARY GOSEWEHR (P.O. Box 1284	1437 FALLS ROAD	165.00	\$ 1,650.00	\$ 3,795.00	\$ 500.00	\$ 5,486.25		\$ 11,431.25	\$ 5,445.00	\$ 5,986.25					
4 06-030-05-002	GAULKE TRUST	1429 FALLS ROAD	165.00	\$ 1,650.00	\$ 3,795.00	\$ 500.00	\$ 5,486.25		\$ 11,431.25	\$ 5,445.00	\$ 5,986.25					
5 06-030-05-001	CLAUDE WOLLNER	1415 FALLS ROAD	165.00	\$ 1,650.00	\$ 3,795.00	\$ 500.00	\$ 5,486.25		\$ 11,431.25	\$ 5,445.00	\$ 5,986.25					
8 06-030-02-003	ROBERT MEENK	1397 FALLS ROAD	165.00		\$ 3,795.00		\$ 5,486.25		\$ 9,281.25	\$ 3,795.00	\$ 5,486.25					
9 06-030-02-004	JULIE KAISER	1381 FALLS ROAD	165.00		\$ 3,795.00		\$ 5,486.25		\$ 9,281.25	\$ 3,795.00	\$ 5,486.25					
10 06-030-02-005	JOANNE LEVENICK	1371 FALLS ROAD	165.00		\$ 3,795.00		\$ 5,486.25		\$ 9,281.25	\$ 3,795.00	\$ 5,486.25					
13 06-030-02-006	JACQUELYN CHAPMAN	1321 FALLS ROAD	330.00		\$ 7,590.00		\$ 10,972.50		\$ 18,562.50	\$ 7,590.00	\$ 10,972.50					
19 06-019-12-013	A. PALABRICA / M. ODLE	1470 FALLS ROAD	166.72	\$ 1,667.20			\$ 5,543.44	\$ 6,842.19	\$ 14,052.83	\$ 1,667.20	\$ 12,385.63					
20 06-019-12-005	WILLIAM STOLTE	1462 FALLS ROAD	102.00	\$ 1,020.00			\$ 3,391.50	\$ 4,186.08	\$ 8,597.58	\$ 1,020.00	\$ 7,577.58					
21 06-019-12-006	RANDY SCHULTZ	1454 FALLS ROAD	100.00	\$ 1,000.00			\$ 3,325.00	\$ 4,104.00	\$ 8,429.00	\$ 1,000.00	\$ 7,429.00					
22 06-019-12-004	ROBERT VAN DYCK	1446 FALLS ROAD	100.00	\$ 1,000.00			\$ 3,325.00	\$ 4,104.00	\$ 8,429.00	\$ 1,000.00	\$ 7,429.00					
23 06-019-12-003	JIM & JULIE STIEBS	1440 FALLS ROAD	100.00				\$ 3,325.00		\$ 3,325.00	\$ -	\$ 3,325.00					
24 06-019-12-002	JAMES HERIAN	1436 FALLS ROAD	110.00				\$ 3,657.50		\$ 3,657.50	\$ -	\$ 3,657.50					
25 06-019-12-001	MICHAEL KEMPKE	1430 FALLS ROAD	200.00				\$ 6,650.00		\$ 6,650.00	\$ -	\$ 6,650.00					
29 06-019-15-001	MICHAEL TERLIZZI	FOX LANE	33.00				\$ 1,097.25		\$ 1,097.25	\$ -	\$ 1,097.25					
31 06-019-15-002	JOHN NORMANN	1398 FALLS ROAD	1331.63				\$ 6,381.34		\$ 6,381.34	\$ -	\$ 6,381.34					
32 06-019-16-006	DUJANE & IRENE SIMON	1282 FALLS ROAD	528.00				\$ 44,276.70		\$ 44,276.70	\$ -	\$ 44,276.70					
33 06-019-16-011	RICK KOOPMAN	1264 FALLS ROAD	158.40						\$ -	\$ -	\$ -					
34 06-019-16-009	KENNETH WEGNER	1254 FALLS ROAD	136.40						\$ -	\$ -	\$ -					
35 06-019-16-010	MIKE GUTTMANN	1232 FALLS ROAD	136.40						\$ -	\$ -	\$ -					
36 06-019-16-003	BRIAN UTT	1220 FALLS ROAD	301.80						\$ -	\$ -	\$ -					
\$ 12,586.80										\$ 37,144.08	\$ 2,000.00	\$ 124,862.73	\$ 19,236.27	\$ 195,829.88	\$ 49,730.88	\$ 146,099.00

* Existing special assessment charge of \$21,912.58 for existing sanitary sewer and water utilities



TYPICAL FINISHED SECTION
 FALLS ROAD
 STA 114+85 TO STA 132+37



TYPICAL FINISHED SECTION
 FALLS ROAD
 STA 101+25 TO STA 114+85

VILLAGE OF GRAFTON

REQUEST FOR JOINT VILLAGE/TOWN BOARD CONSIDERATION

ITEM DESCRIPTION: River Bend Road / 17th Avenue Road project

REPORT PREPARED BY: David M. Murphy, P. E., Director of Public Works

REPORT DATE: November 13, 2014 **MEETING DATE:** November 20, 2014

ADMINISTRATOR'S COMMENTS:

No additional comments to this report _____
See attached comments _____

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

At the July 29, 2014 Joint Town/Village of Grafton meeting, reconstruction of River Bend Road and (south end of) 17th Avenue was discussed. It was agreed that both communities would like to schedule maintenance to these road segments within the next 5 years. The Village owns the property on the north and east side of the road with the exception of two corner homes. The Town owns the property on the west and south side of the road with the exception of two lots on the west side of 17th Avenue.

The discussion included how the road would be improved; installing sidewalk, curb and gutter on the north and east side of the road to the Village limits - just east of Yuma Street. This would connect the sidewalk from 17th Avenue to Yuma Street. The south and west side of the road would remain rural with no sidewalk or curb and gutter.

The Town property on the east side of 17th Avenue is approximately 400 feet long; therefore the cost to install curb and gutter would be approximately \$4,000 and sidewalk would cost approximately \$9,200. Curb and gutter in this area would push the storm water to the street where it can safely flow around the corner into the creek, currently the water flows through the Town properties. Sidewalk would provide safe travel for pedestrians for both Village and Town residents.

There is also a 4 foot by 8 foot box culvert in this area that may need replacing. (I am not positive on the size.) If the culvert is in good condition, then it can be extended on both sides to provide the necessary width for the new cross-section. If the culvert is in poor condition, it will need to be replaced with a cost share between the Town and the Village.

STAFF COMMENTS:

This project could be scheduled in the next few years, based on both communities agreeing to the cost share for the project and budget accordingly.

The project would consist of pulverizing the existing road, paving five inches of asphalt, extending the pavement slightly on the north and east side to provide a three foot section for bicycling, a curb and gutter section, and a sidewalk. The culvert would be addressed in the design portion of the project.

For the urbanization cost of the two lots that remain in the Town on the east side of 17th Avenue, the Village Board at its August 18 meeting approved the reassignment of existing Village funds reserved in the Capital Projects Fund for urbanizing the two Village lots on the west side of 17th Avenue to fund the cost for the improvements in front of these two Town lots. I recommend that the Village place a deferred special assessment for this work on the Town properties to be paid in the future if they petition for annexation to the Village.

Based upon the recommendation of the Board of Public Works, the Village Board also supports that the box culvert work be funded as follows:

Extended to the north – Village cost.

Extended to the south – Town cost.

If replaced – Village 65 percent and Town 35 percent (this is due to the added width for the sidewalk).

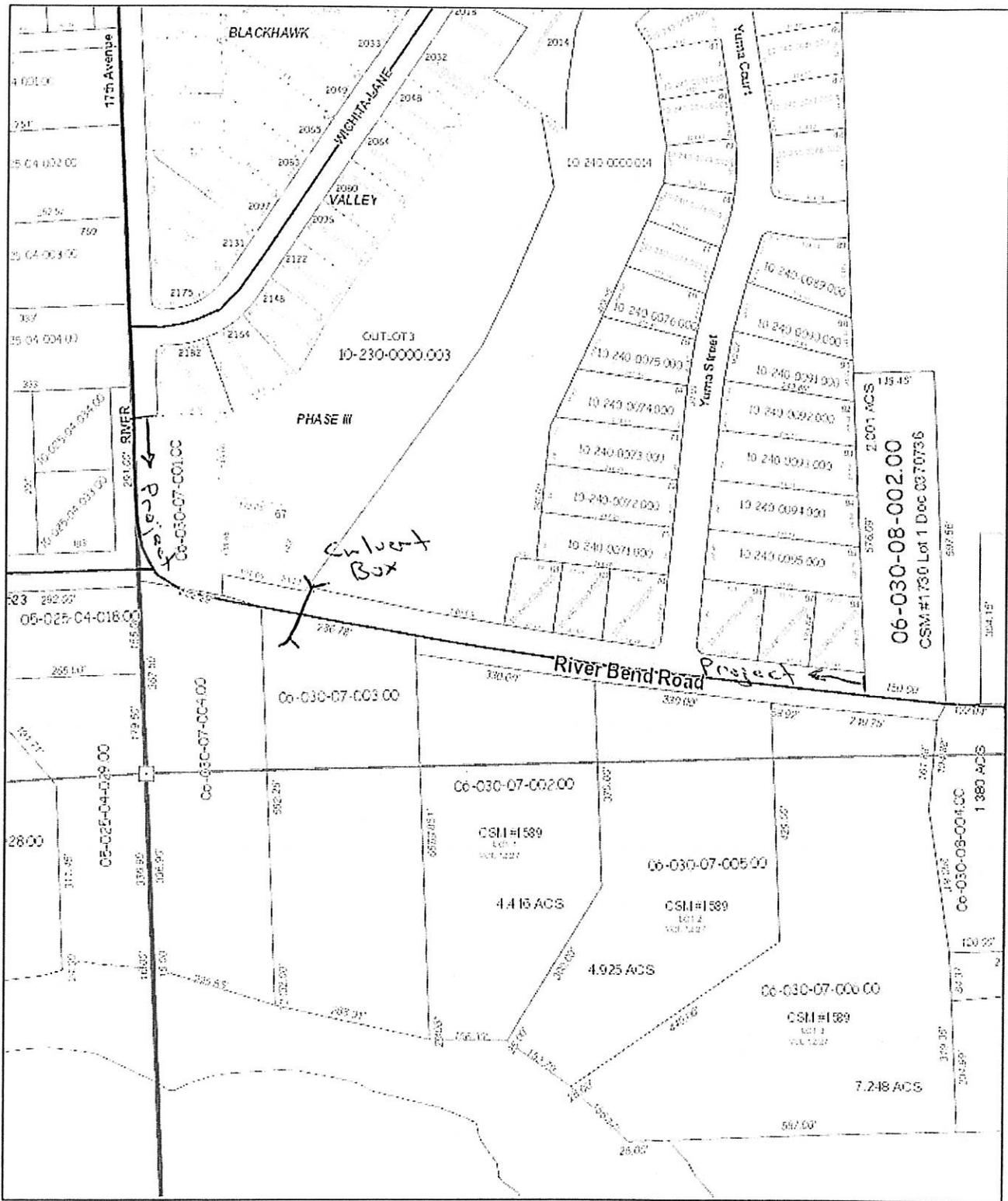
ACTION REQUESTED:

Motion to approve the future improvements to River Bend Road and 17th Avenue contingent upon the following:

- Village pay for the sidewalk and curb and gutter in front of the two Town properties (south of Wichita Lane) and
- Village and Town share the cost of the culvert as follows:
 - Extended to the north – Village cost.
 - Extended to the south – Town cost.
 - If replaced – Village 65 percent and Town 35 percent.

ATTACHMENTS:

- I. Map of Area



Ozaukee County GIS



Ozaukee County

121 W Main St P.O. Box 994
 Port Washington WI 53074
 262-284-9411

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SCALE: 1" = 245'

Print Date: 8/6/2014