

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES

November 16, 2015

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

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

Board member excused: Tom Krueger

Staff/Officials present: Village Administrator Darrell Hofland, Fire Chief Bill Rice, Director of Administrative Services Paul Styduhar, Director of Public Works Dave Murphy, Director of Parks and Recreation John Safstrom, Village Attorney Mike Herbrand, and Deputy Village Clerk Nicole Kline

Others present: News Graphic Reporter Melanie Boyung, Ozaukee Press Copy Editor Steve Ostermann, and Residents Frank and Susan Tuzinski.

COMMENCE PUBLIC HEARING

Statement of Public Notice

Ms. Kline stated that the purpose of this hearing is for public review and comment on the proposed Village of Grafton Needs Assessment Study / Parks and Recreational Facilities Impact Fees and related Ordinance amending Chapter 3.44 Impact Fees of the Grafton Municipal Code.

Director Wolff explained that this has been approved by the Parks and Receptions Board as well as the Finance Committee. The current method of calculating impact fees is complicated and involves dozens districts. The new method would assess the same fee regardless of where in the Village the residential unit is. The new fee for residential units is \$4,348, which is very close to the average fee under the current system. Age restricted residences (for ages 55 and over) would have a fee of \$2,174.

President Brunnquell opened the floor for comments from the public or the Village Board. There were no comments or questions. President Brunnquell closed the public hearing at 6:04 p.m.

MINUTES

Motion by Trustee Antoine, seconded by Trustee Proefrock to approve 11-02-2015 Village Board meeting minutes and File the 11-2-2015 Finance Committee; 11-09-2015 Board of Public Works; and the 11-10-2015 Public Safety Commission meeting minutes as presented. Motion carried.

PERSONS REQUESTING TO BE HEARD

None

BUSINESS PRESENTED BY THE PRESIDENT

None

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Confirmation of Village Administrator’s appointment of new Village Clerk

Motion by Trustee Meinecke, seconded by Trustee Harbeck to approve appointment of the new Village Clerk.

Administrator Hofland extended a congratulations to Kaity Olsen and welcomed her to the Village.

Motion carried.

Amendment to Providence Place PILOT Agreement

Motion by Trustee Meinecke, seconded by Trustee Proefrock to approve to amend the Providence Place PILOT Agreement pending approval by the Plan Commission and with amended changes.

The Village initially negotiated this PILOT Agreement in 2008. The Village was recently approached by Mr. Ron Spear, Property Management Consultant for Providence Place to reconsider the development’s assessed value. Mr. Spear and the Village each hired an appraiser to assess Providence Place. The two parties were unable to come to an agreement. Pat Matthies, the Village’s assessor, advised that the Board of Review could not be used to settle this dispute because Providence Place is not a taxable entity. Instead the Village needs to amend the agreement so that the Village and Mr. Spear together can hire an arbitrator who will make a determination of value.

Two changes were noted for the Agreement. “The Providence Place, LLC” needs to be substituted with “St. Paul Lutheran Church”, and in section 1.e. the word “Masters” should be changed “Member” so it reads “an appraiser with commercial appraisal experience and holding a Member of the Appraisal Institute designation.”

Motion carried with amended changes.

Item 1 / Report of Finance Committee

Motion by Trustee Antoine, seconded by Trustee Liss to authorize Employer’s Mutual Casualty Company, Des Moines, IA as the Village’s provider of property insurance for 2016.

Director Styduhar reported that the Local Government Insurance Fund of Wisconsin has increased premiums 80 to 100 percent. Consequently quotes were obtained from other insurance companies. Switching to Employer’s Mutual Casualty Company will save the Village about \$12,000 annually.

Motion carried.

Item 2 / Report of Finance Committee

Motion by Trustee Antoine, seconded by Trustee Liss to authorize the withdrawal from the Local Government Insurance Fund Madison, WI, effective January 1, 2016. Motion carried.

Item 3 / Report of Finance Committee

Motion by Trustee Harbeck, seconded by Trustee Meinecke to approve the Village of Grafton Park and Recreational Facilities Impact Fee Study (dated September 9, 2015). Motion carried.

Item 4 / Report of Finance Committee

Motion by Trustee Harbeck, seconded by Trustee Meinecke to approve the Ordinance amending Chapter 3.44 Impact Fees of the Grafton Municipal Code. Motion carried.

Item 1 / Report of Board of Public Works

Motion by Trustee Liss, seconded by Trustee Harbeck to approve the Bicycle and Pedestrian Plan as designed and presented by Toole Design Group.

The Ad Hoc Committee has worked with Toole Design for 6 months to develop this proposed plan. Long term recommended projects would be incorporated as streets are updated. Short term plans are mainly street striping.

Motion carried.

Item 2 / Report of Board of Public Works

Motion by Trustee Meinecke, seconded by Trustee Proefrock to approve the vacation and termination of a portion of the storm water/retention pond easement at 1456 Blackfoot Avenue.

Director Murphy reported that the property owners at 1456 Blackfoot Avenue, Frank and Susan Tuzinski, want to build a deck off the back of their home. He is requesting the Village terminate a very small portion of the easement so the property owners can build a ten foot wide deck. It would not negatively impact the storm water/retention pond. The Tuzinski's will pay a \$95 fee for the Village attorney's time on this matter.

Motion carried.

Item 3 / Report of Board of Public Works

Motion by Trustee Liss, seconded by Trustee Harbeck to approve Well #3 emergency repairs at an estimated cost of \$33,355. Motion carried.

Item 1 / Report of Public Safety Commission

Motion by Trustee Liss, seconded by Trustee Antoine to approve the amendment of the Five Year Capital Improvement Program to reflect an engine replacement for the Fire Department in 2018 for \$600,000 and refurbishment of two engines in 2018 at an estimated cost of \$175,000. Motion carried.

Purchase of two marked Police Interceptor Utility Vehicles

Motion by Trustee Harbeck, seconded by Trustee Meinecke to approve the purchase for two marked police interceptor utility vehicles from Ewald Automotive, Oconomowoc, WI with delivery and payment to be made after January 1, 2016. Motion carried

Resolution authorizing Village staff to apply for Fund for Lake Michigan grant for Veterans Memorial Park riverbank restoration project was offered by Trustee Harbeck.

Motion by Trustee Proefrock, seconded by Trustee Antoine to adopt the resolution authorizing Village staff to apply for Fund for Lake Michigan grant for Veterans Memorial Park riverbank restoration project.

Director Wolff reported that the costs for the Riverwalk have surpassed expectations and so funding sources are being sought elsewhere. If obtained, this grant will help pay \$35,000 for erosion control, shoreland rip rap, landscaping, and a two year landscaping maintenance plan. The Village has already gone through an initial screening process for the grant and has been invited to submit a full application.

Motion carried.

DEPARTMENT AND OFFICERS REPORT

Administrator Hofland asked the Village Board to revisit the Providence Place PILOT Agreement amendment previously discussed because the original agreement requires Plan Commission to approve any changes made to it. Therefore the previous motion to amend the agreement needs to include a clause pending Plan Commission's approval. He also requested that the agreement add Providence Place as a signator. A unanimous decision was made to amend the previous motion to read:

Motion by Trustee Meinecke, seconded by Trustee Proefrock to approve to amend the Providence Place PILOT Agreement pending approval by the Plan Commission and with amended changes.

Administrator Hofland, several Trustees, and Village employees attended the swearing in ceremony of two new Police Officers today. Trustee Meinecke reported that it was a befitting ceremony. Especially poignant was when Police Officer Peter Morton's mother pinned his badge on and Police Officer Cory Mander's father pinned on his.

Director Murphy stated that this week the Department of Public works is doing one last leaf collection. Next they will be focusing on getting ready for Christmas parade and changing vehicles over to be ready for future snow.

Chief Rice commented that two of its firefighters, Philip Stodola and Dan Alderfer, were hired full time at other departments. This is especially difficult for the department as they are both paramedics. A constant challenge with having part time staff is that once they gain some experience, the most qualified firefighters leave for full time work. Recently, the department has experienced a good number of responders for fire calls. This is an increase over recent times.

Director Wolff reported that the Department of Natural Resources informed the Village that they have given their final environmental approval to the Village for the disposal of contaminated soil from the Lumberyard 1505 redevelopment site.

LICENSES

Item 1 / Approval to Issue Operators Licenses

Motion by Trustee Harbeck, seconded by Trustee Antoine to approve the issuance of Operators Licenses, as presented. Motion carried.

REPORT OF BILLS

Motion by Trustee Harbeck, seconded by Trustee Liss to approve the payment of Village expenditures in the amount of \$208,053.82.

A Trustee questioned the charge of \$3,864.96 on page nine for tires and wheels. Chief Rice responded that the Village mechanic found significant damage to brakes, tires and wheels on one of the fire engines. It is possible that they were mounted incorrectly in the past. Fortunately it was able to be repaired in-house by the Department of Public Works. Several people from Public Works came together to help the Fire Department which shows how well the two departments are working together.

President Brunnquell inquired if checking this can be added to a regular inspection checklist. Chief Rice responded he will add that to their checklist.

Motion carried.

OLD BUSINESS

None

NEW BUSINESS

Trustee Antoine congratulated Dave Liss and GALA for being picked as the Outstanding Community Group of 2015. Trustee Antoine also announced that the Grafton Tree Lighting is Sunday, November 22 at 6:00 p.m. and all are invited.

ADJOURN

Motion by Trustee Antoine, seconded by Trustee Proefrock to adjourn 6:28 p.m. Motion carried.