

VILLAGE OF GRAFTON

VILLAGE BOARD MEETING MINUTES

SEPTEMBER 8, 2009

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

Village Board members present: Jim Grant, Ron LaPean, Jim Brunnquell, Sue Meinecke, and David Liss

Members Absent: Richard Rieck, Scott Volkert

Staff / Officials present: Village Administrator Darrell Hofland, Parks and Recreation Director John Safstrom, Village Attorney Michael Herbrand, and Deputy Clerk Lisa Bohn

COMMENCE PUBLIC HEARING

Statement of public notice

Deputy Clerk Lisa Bohn stated the purpose of the public hearing is for review of proposed amendments to the Park and Recreational Facilities impact fee structure.

Village Administrator Darrell Hofland identified that in February 2008, Crispell Snyder was hired to assist with the updating of the Park & Open Space Plan. They have subsequently been hired to complete an updated Park and Recreational Facilities Needs Assessment Study. Only new residential development within the Village would be affected by the proposed change to the Park and Recreational Facilities impact fee structure. Fees are based on the location of the residence. The proposed 2009 fees range from \$2,525.12 - \$4,643.78.

Park and Recreational Facilities impact fee's community park fee will support park and recreational amenities such as the new Chair Factory Park, Paramount Plaza, future swimming pool; all serve the public at large. The community park fee also includes will support the Village's trail/river walk system.

President Brunnquell questioned if the 30 percent of the value of the pool being added into the impact fee will meet future capacity requirements.

Mr. Hofland stated, when and if a new pool is constructed, the Village population will be looked at for the next 25 years. Also, the debt on the 1992 pool is close to being paid in full. The mechanicals of the current pool will not outlast the actual pool itself.

There being no further discussion on this issue, the public hearing was closed.

MINUTES

Motion by Trustee LaPean, seconded by Trustee Liss, to approve the 8-17-09 Village Board meeting minutes and File the 8-12-09 Joint Review Board; 8-17-09 Finance Committee; 8-19-09 Sustainable Grafton Ad-Hoc Committee; 8-19-19 Parks and Recreation Board; 8-25-09 Joint Town/Village Ad-Hoc Committee; 8-25-2009 Plan Commission and the 9-

2-2009 Community Development Authority meeting minutes, as presented. Approved unanimously.

PERSONS REQUESTING TO BE HEARD

None.

BUSINESS PRESENTED BY THE PRESIDENT

President Brunnuell reviewed the materials distributed for Village Board member review.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Set informational meeting date / Bridge Street Dam removal project

Administrator Hofland stated staff is recommending the Informational Bridge Street Dam removal meeting be held on September 28 at 6:00 p.m. in the Grafton High School auditorium.

It was the consensus of the Village Board to set the informational meeting date on September 28, at 6:00 p.m., pending confirmation by the Grafton School District on the meeting space availability.

Item 1 / Report of the Parks and Recreation Board

Motion by Trustee Liss, seconded by Trustee Meinecke, to approve Ordinance No. 020, Series 2009, amending Chapter 3.44 – Impact Fees, to implement the park and recreational facilities impact fees as recommended in the Needs Assessment Study, as presented. Approved unanimously.

Item 2 / Report of the Parks and Recreation Board

Motion by Trustee LaPean, seconded by Trustee Liss, to implement an annual membership fee of \$10.00 per single participant and \$15.00 for couples for both residents and non-residents of the Multi-purpose Senior Center beginning with January 2010 memberships of which \$5.00 is allocated to the Senior Friendship Club

Parks and Recreation Director John Safstrom stated that, during budget preparation, it was found that there was a gap that needed to be closed between revenues and expenditures. Staff recommended implementing an annual membership fee of \$25 for the Multi-Purpose Senior Center. He stated that \$20 of the fee would go to the Village and \$5 would go to the Friendship Club. At the August, Parks and Recreation Board meeting, the Board forwarded a recommendation to establish an annual fee of \$10 per single participant and \$15 for couples. The fee would be the same for both residents and non-residents.

Trustee Meinecke indicated that she thinks this item should go back to the Parks and Recreation Board to come up with a three year plan to bring in additional revenue.

Virginia Moore, 642 Maple Street, President of the Friendship Club, stated she does not agree with the annual fees of \$10 per single participant and \$15 per couple. She

indicated that she thinks the fees should be \$10 a person, regardless if single or a couple.

Dorothy Andrews, 1709 11th Avenue, stated she does not agree with non-residents paying resident fees. She thinks there should be two separate fees; one for residents and one for non-residents.

President Brunnuell commented he has no problem with this item being tabled and sent back to the Parks and Recreation Board for further discussion.

Trustee LaPean questioned why the resident fee and non-resident fee were the same amount, when the Parks and Recreation Department has two separate fees for all other programs offered.

Trustee Meinecke commented that was what the Parks and Recreation Board voted on and she had voted against it.

Trustee LaPean and Trustee Liss withdrew their motions.

Motion by Trustee Meinecke, seconded by Trustee LaPean, to table Item 2 of the Report of the Parks and Recreation Board and forward the item back to the Parks and Recreation Board for additional review. Approved unanimously.

Item 3 / Report of the Parks & Recreation Board

Motion by Trustee LaPean, seconded by Trustee Meinecke, to approve change in hours of operation for the Multi-purpose Senior Center to coincide with the Parks and Recreation Department's move into the new Municipal Services Facility: Monday – Thursday 9:00 a.m. to 3:30 p.m. and Friday 9:00 a.m. to 1:00 p.m., as presented.

Mr. Safstrom stated the change is due to the relocation of the Parks and Recreation Department to the Municipal Services Building. Senior Coordinator / Recreation Supervisor Karin Sevenser will need to cover hours at the Senior Center and at the Parks and Recreation office. Staff looked at the busiest hours at the Senior Center to find where the need is to have the center open. The first and last hours of the work day and Friday afternoons are the least busy.

The motion to approve Item 3 of the Report of the Parks and Recreation Board was approved unanimously.

Item 4 / Report of the Board of Public Works

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve the creation of 1 part-time (0.28 FTE) Senior Center Assistant position in Pay Grade 8, effective spring 2010, as presented. Approved unanimously.

Item 1 / Report of the Plan Commission

Resolution No. 040, Series 2009, approving an Amendment to the Project Plan of Tax Incremental District No. 2, Village of Grafton, Wisconsin was offered by Trustee Grant.

Motion by Trustee Liss, seconded by Trustee Meinecke, to adopt Resolution No. 040, Series 2009, as presented. Approved unanimously.

Item 2 / Report of the Plan Commission

Resolution No. 041, Series 2009, approving an amendment to the Project Plan of Tax Incremental District No. 5, Village of Grafton, Wisconsin was offered by Trustee Grant.

Motion by Trustee Liss, seconded by Trustee LaPean, to adopt Resolution No. 041, Series 2009, as presented. Approved unanimously.

LICENSES

Motion by Trustee Liss, seconded by Trustee LaPean, to approve the issuance of Operators licenses, as presented. Approved unanimously.

Motion by Trustee Liss, seconded by Trustee LaPean, to approve the issuance of a Special Picnic license to Janet Marien-agent / St. Paul Lutheran Church – 701 Washington Street / September 13, 2009, as presented. Approved unanimously.

DEPARTMENT AND OFFICERS REPORTS

Update on residential lease agreement – 887 N. Green Bay Road.

Administrator Hofland updated the Village Board on the status of the lease agreement for the property at 887 N. Green Bay Road. The current tenant has advised that he has a dog and is asking to be able to continue keep the dog at the property. The lease agreement has a no pet clause. In addition, the tenant has questioned what his responsibility is for the lawn maintenance. Mr. Hofland made the necessary changes in the lease to allow the tenant to keep his dog at the property and further defined the lawn area that the tenant will need to maintain. Mr. Hofland wanted to advise the Village Board of these changes.

REPORT OF BILLS

Motion by Trustee Grant, seconded by Trustee LaPean, to approve the payment of Village expenditures in the amount of \$781,197.45, as presented. Approved unanimously.

OLD BUSINESS

None.

NEW BUSINESS

None.

CONVENE TO CLOSED SESSION

Motion by Trustee Grant, seconded by Trustee Liss, to Convene to Closed Session at 6:28 p.m., pursuant to WI Statutes 19.85(1)(c) for Personnel Matters (Non-represented employee compensation package) and 19.85(1)(e) for Real Estate and Competitive Bargaining Matters (TID No. 3 Agreement – Grafton Hotel Building and Site / Sale of Village Hall property – 1971 Washington Street.) Approved unanimously by a roll call vote.

The Village Board discussed negotiation strategies for the sale of the Village Hall to PJJ Group and the redevelopment of the former Grafton Hotel property. The Board also discussed 2010 compensation for non-represented employees.

RE-CONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS

Motion by Trustee Grant, seconded by Trustee LaPean, to adjourn the closed session reconvene into the regular order of business at 7:18 p.m. Approved unanimously by roll call vote.

Development Agreement – Grafton Hotel Building and Site

Motion by Trustee Grant, seconded by Trustee Meinecke to approve a development agreement with Mueller Hotel LLC and the CDA for the former Grafton Hotel. Approved unanimously.

Revised terms of Village Hall property sale to PJJ Group

Motion by Trustee Meinecke, seconded by Trustee Liss to approve the financing terms relating to the sale of the Village Hall property to PJJ Group, as presented.

Administrator Hofland identified the terms associated with the terms of a loan to PJJ Group: 6 percent interest, 30 percent down payment, personal guaranty by principals of PJJ Group, 30 year amortization schedule, maximum 5 year loan term, and requirement to complete private financing upon lease of 50 percent of the building.

The motion to approve the financing terms relating to the sale of the Village Hall property to PJJ Group was approved 4-1 (R. LaPean – nay).

ADJOURN

Motion by Trustee Grant, seconded by Trustee LaPean, to adjourn at 7:20 p.m. Approved unanimously.