

## **VILLAGE OF GRAFTON**

### **VILLAGE BOARD MEETING MINUTES**

**NOVEMBER 16, 2009**

President Jim Brunnquell called the Village Board meeting to order at 6:01 p.m. The Pledge of Allegiance followed.

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

Staff / Officials present: Village Administrator Darrell Hofland, Utility Director Tom Krueger, Director of Public Works/Village Engineer Dave Murphy, Village Attorney Mike Herbrand, and Administrative Assistant Melissa Depies.

Others present: Reporter Steve Ostermann, and Bill Hass.

#### **COMMENCE PUBLIC HEARING**

##### Statement of public notice

Administrative Assistant Melissa Depies stated the purpose of the public hearing is for public review and comment on Preliminary Assessment Resolution No. 042, Series 2009 / Declaring the Village of Grafton's intent to special assess the following improvements: North Green Bay Road Sanitary Sewer Project.

President Brunnquell stated that he was present for the Board of Public Works meeting and it appears that all the details and concerns have been worked out.

Utility Director Krueger explained that this project has been discussed and redesigned several times. The way in which the assessments were calculated has changed; therefore, the property owners were getting conflicting assessment figures. The project has been bid and the final figures are in. The project has come in under the estimated cost and the assessments are lower than anticipated. All property owners are in agreement with the project and the proposed assessments.

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

#### **MINUTES**

Motion by Trustee Liss, seconded by Trustee Grant, to approve the 11-02-2009 Village Board meeting minutes and File the 10-27-2009 Plan Commission; 11-04-2009 Community Development Authority; 11-09-2009 Library Board; 11-10-2009 Public Safety Committee meeting minutes, as presented.

Trustee Meinecke requested the following changes to the minutes: 11-02-2009 Village Board, page 4, Old Business – third paragraph should state Rick Hench who retired over the past year has passed away. It currently says pasted away. Also the 11-10-2009 Public Safety Committee, page 2, Request for Signage. The minutes indicate an

average speed of 29 miles per hour; however, the average speed of 24 miles per hour was presented at the meeting.

The minutes were approved unanimously with the above noted corrections.

Village Administrator Hofland explained that during the closed session at the August 17, Village Board meeting, he was responsible for completing the minutes. He indicated that a motion was inadvertently omitted from the minutes. He further explained that at the August Finance Committee meeting, the Committee recommended Village Board approval to establish a cap on the Village contribution of the employee portion of WRS at 6.5 percent. During closed session discussion at the August 17 Village Board meeting, the Board reduced that amount from 6.5 percent to 6.2 percent. The official motion was made in open session but was not included in the minutes; therefore the amended minutes need Village Board approval.

Motion by Trustee Grant, seconded by Trustee LaPean, to amend the approval of the 8-17-2009 Village Board meeting minutes – Personnel Policy Section 20 (maximum Village contribution toward employee share to the WRS). Approved unanimously.

#### **PERSONS REQUESTING TO BE HEARD**

None.

#### **BUSINESS PRESENTED BY THE PRESIDENT**

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

#### **RESOLUTIONS/ORDINANCES/ACTION ITEMS**

Grafton Education Foundation limited use copyright license agreement – Village Logo  
Administrator Hofland stated that he has received a signed copy of the Limited Use Copyright License from the Grafton Education Foundation.

Attorney Herbrand explained that the agreement simply allows the Grafton Education Foundation use of the logo for their purposes only and restricts them from providing the logo to anyone else.

Motion by Trustee LaPean, seconded by Trustee Meinecke, to accept the Limited Use Copyright License with the Grafton Education Foundation.  
Approved unanimously.

#### Amend Section 20.05 of the Non-represented Employee Personnel Policy to increase employee contribution toward the 2010 health insurance premium

Administrator Hofland explained that in 2009 non-represented employees, Teamsters, LAW-Police Officer, AFSCME AFL-CIO union, and Library employees were required to contribute 6 percent of the health insurance premium costs. The LAW-Telecommunicators union employees were required to pay 7 percent. In 2010, all union employee contributions are set all at 7 percent. Mr. Hofland is recommending that the Village Board establish a 7 percent contribution level for non-represented employees.

Motion by Trustee Grant, seconded by Trustee Rieck, to amend Section 20.05 of the Non-represented Personnel Policy to increase the employee-required health insurance contribution in 2010 from 6 percent to 7 percent. Approved unanimously.

Item 1, 3, 4 5 / Report of the Board of Public Works

Motion by Trustee LaPean, seconded by Trustee Meinecke, to approve items 1, 3, 4, 5 of the Report of the Board of Public Works: 1) Change Order 12 for 2010-2011 groundwater monitoring to AECOM for \$22,970 per calendar year; 3) Enter into a 5 year agreement with Schwind Trucking, LLC – Glenbeulah, WI for contract hauling, storage and disposal of Grafton sludge; 4) accept of the engineering proposal by AECOM, Sheboygan, WI for replacement of the Bridge Street lift station including design, bidding, and construction-related services at a cost of \$29,700; 5) to award the North Green Bay Road sewer extension contract to the low bidder – Town & Country Underground Utility Construction, Inc., Mayville, WI for \$40,559.

Director of Public Works/Village Engineer Murphy explained that AECOM, formally Earth Tech, has been the consultant for the groundwater monitoring for the last 15 years. Administrator Hofland noted that a proposal was requested from the local environmental firm, Moraine Environmental, however they declined to bid.

Utility Director Krueger stated that the Bridge Street lift station is on 14th Avenue, on the west side of the river next to the Woolen Mill. He stated that he is very comfortable with working with AECOM for the design of this project. Symbiont was the low bidder; AECOM was second low for \$29,700.

Utility Director Krueger noted that approval for award of the North Green Bay Road sewer extension is contingent on receipt of signed easements from the property owners.

The motion to approve items 1, 3, 4, 5 of the Report of the Board of Public Works was approved unanimously.

Item 2 / Report of the Board of Public Works

Director of Public Works/Village Engineer Murphy explained that Change Order 3 for the Municipal Services Facility is for additional fencing at the residential drop site. Ozaukee County will not allow two driveways at that location; therefore, additional fencing is required to secure the site. Also additional weld anchors need to be cast into the precast panels to support the existing chain hoists.

Motion by Trustee Rieck, seconded by Trustee Meinecke, to approve Change Order 3 to Miron Construction, Neenah, WI, for an amount of \$6,448. Approved 6-1 (S. Volkert-nay).

Item 6 / Report of the Board of Public Works

Motion by Trustee Rieck, seconded by Trustee LaPean, to accept the donation of a 32 inch television from Trustee Scott Volkert for use at the Utility. Approved 6-0 (S. Volkert abstained).

Item 1 / Report of the Public Safety Committee

Motion by Trustee Grant, seconded by Trustee Meinecke, to accept the HSIP grant in the amount of \$166,578 and fund the \$18,509 for installation of a HAWK signal at 13th Avenue and STH 60.

Trustee Grant stated that a presentation was made at the Public Safety Committee meeting. There was originally concern that this signal would cause a back up of traffic at STH 60 and 12th Avenue; however, it will not as the two signals will be synchronized. These are the first signals of this kind in the State.

The motion to accept the HSIP grant in the amount of \$166,578 and fund the \$18,509 for installation of a HAWK signal at 13th Avenue and STH 60 was approved unanimously.

**LICENSES**

Motion by Trustee Grant, seconded by Trustee Rieck, to approve the issuance of a Special Picnic license to Kris Raymond-agent / Grafton Blues Association / Black Swan Banquet Room – 1218 13<sup>th</sup> Avenue / November 29, 2009 from 3:00 p.m. to 7:00 p.m. and December 2, 2009 from 6:00 p.m. to 10:00 p.m. and the issuance of an Operator’s License to Jamie Curtin – Noodles & Company, as presented. Approved unanimously.

**DEPARTMENT AND OFFICERS REPORTS**

None.

**REPORT OF BILLS**

Motion by Trustee Meinecke, seconded by Trustee Liss, to approve the payment of Village expenditures in the amount of \$261,466.15, as presented. Approved unanimously.

**OLD BUSINESS**

Utility Director Krueger stated that the Public Service Commission has approved the Village’s request for rate increases. A teleconference public hearing has been scheduled for December 16, at 10:00 a.m. at the Water & Wastewater Utility office. The new rates should be established by January 1, 2010.

**NEW BUSINESS**

None.

**ADJOURN**

Motion by Trustee Volkert, seconded by Trustee LaPean, to adjourn at 6:19 p.m. Approved unanimously.