

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES

MARCH 1, 2010

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

Board members present: Jim Grant, Richard Rieck, David Liss, Sue Meinecke, and Jim Brunnuell

Absent: Ron LaPean, Scott Volkert

Staff/Officials present: Village Administrator Darrell Hofland, Police Chief Charles Wenten, Finance Director Paul Styduhar, Parks and Recreation Director John Safstrom, Library Director John Hanson, Village Attorney Michael Herbrand, and Deputy Clerk Lisa Bohn

MINUTES

Motion by Trustee Grant, seconded by Trustee Liss, to approve the 2-15-2010 Village Board meeting minutes and File the 2-15-2010 Community Development Authority; 2-16-2009 Public Safety Committee; 2-17-2010 Sustainable Grafton Ad-Hoc Committee; and the 2-17-2010 Parks and Recreation Board; meeting minutes, as presented.

Trustee Meinecke identified errors in the Community Development Authority and Park and Recreation minutes.

Motion to approve the minutes, as corrected was 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

Resolution supporting the 2011-2015 Library Services Plan was offered by Trustee Grant.

Motion by Trustee Meinecke, seconded by Trustee Liss, to adopt the Resolution as presented.

Library Director Hanson stated he and Administrator Hofland met and decided an amendment needed to be made to the Resolution.

Administrator Hofland stated there are concerns with how much non-Library areas will reimburse Library areas. This could also affect the amounts Library areas will be required to appropriate to their Library budget.

Trustee Grant questioned when action needs to be taken by on the resolution. Library Director Hanson stated they'll be discussing this over the next few months.

Trustee Grant commented the language of the resolution should be amended and then brought back to Village Board.

It was the Village Board's consensus to withdraw the motion and table this item in order to amend the Resolution.

Motion by Trustee Rieck, seconded by Trustee Liss, to table the Resolution supporting the 2011-2015 Library Services Plan. Approved unanimously.

Resolution No. 007, Series 2010, declaring official intent to reimburse expenditures from proceeds of borrowing for the purchase of the property at 1435 Wisconsin Avenue was offered by Trustee Rieck.

Motion by Trustee Liss, seconded by Trustee Meinecke, to adopt Resolution No. 007, Series 2010, as presented.

Administrator Hofland stated the Community Development Authority would like to move forward on the acquisition of the Musbach property. Borrowed funds will be used for purchasing of the property and a resolution is needed to proceed.

President Brunnuell commented the Village has done this in the past.

Trustee Grant questioned if the Resolution will lock the Village into the amount of funds being borrowed. Administrator Hofland stated Resolution declares the Village's intent to borrow funds for this item and caps the amount of borrowed funds at \$500,000.00.

The motion to adopt Resolution No. 007, Series 2010 was approved unanimously.

Resolution No. 008, Series 2010, amending the 2009 General Fund Budget was offered by Trustee Meinecke.

Motion by Trustee Grant, seconded by Trustee Liss, to adopt Resolution No. 008, Series 2009, as presented.

Finance Director Styduhar stated this Resolution provides for the reallocation of funds between accounts. Overall, the 2009 General Fund expenditures were under budget.

Motion to adopt Resolution No. 008, Series 2010 was approved unanimously.

Item 1 / Report of the Public Safety Committee

Motion by Trustee Liss, seconded by Trustee Meinecke, to approve Ordinance No. 007, Series 2010 amending Chapter 16, Building and Construction, effective March 2, 2010, as presented. Approved unanimously.

Item 2 / Report of the Public Safety Committee

Motion by Trustee Grant, seconded by Trustee Liss, to accept a donation for a transceiver radio from Mike Eibs, as presented.

Chief Wenten stated Mike Eibs is a telecommunicator with the Grafton Police Department and has offered to donate a new VHF FM transceiver to the Police Department. The ham radio would be used for emergency communications.

Trustee Grant commented he thinks this shows how dedicated Mr. Eibs is to his position at the Police Department.

The motion to approve the donation of a transceiver radio was approved unanimously.

Item 3 / Report of the Public Safety Committee

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve Ordinance No. 008, Series 2010 approving the amendment regarding the discharge and carry of firearms, as presented.

Chief Wenten stated this change is necessary in order to comply with Wisconsin State Laws. The ordinance is to reaffirm citizens have the right to openly carry a firearm.

Trustee Grant questioned if there are any restrictions preventing a person from openly carrying a firearm.

Chief Wenten stated you cannot openly carry a firearm within 1,000 feet of a school, any liquor licensed premises, cannot be intoxicated, as well as other restrictions identified in the municipal code.

Trustee Grant questioned if the State is trying to make any modifications to this law. Chief Wenten responded yes, additional amendment will be forthcoming.

Chief Wenten commented that the Police Department staff will make sure the open carry provisions are adhered to. It is likely that people in the Village are carrying open firearms; however, his department has not received any phone calls or complaints regarding this matter.

Items 1 - 3 / Report of the Parks and Recreation Board

Motion by Trustee Rieck, seconded by Trustee Meinecke to approve items 1-3 as follows: 1. Approve a cooperative Youth Track Club program for boys and girls ages 7-14, at a cost of \$30 for residents and \$50 for non-residents; 2. Approve the creation of a Youth Track Club Program Director position in Pay Grade 7 (\$12.81 - \$14.98) of the Village of Grafton Classification Structure For Seasonal Employees; 3. Authorization to hire M Squared Engineering, Cedarburg, WI, to create a master site grading plan and a storm water management report for the South Side Park at a cost not to exceed \$4,150 plus the cost of soil borings not to exceed \$3,000, as presented.

Administrator Hofland commented the Youth Track Club Program is a joint program with the Parks and Recreation Departments of the City of Port Washington and City of Cedarburg. One of these communities may take on the responsibility of hiring an instructor.

Trustee Meinecke questioned if the Grafton High School Coach was not going to run the program and if so, is it due to the position being in a lower pay grade.

Director of Parks and Recreation Safstrom stated Grafton is holding the program at our track and field due to the easy access to the track. However, at this point there have not been any negotiations with the Grafton High School Coach on pay and directing the program.

LICENSES

Motion by Trustee Liss, seconded by Trustee Rieck, to approve the issuance of Operator's Licenses, as presented. Approved unanimously.

Motion by Trustee Meinecke, seconded by Trustee Rieck, to deny the issuance of an Operator's license to Jennifer L. Watson, as presented.

Trustee Grant questioned if the Operator's License is being denied due to the omission of a traffic violation on the application. Chief Wenten stated the application was not filled out to its entirety. Chief Wenten also stated he has previously denied Operators Licenses due to the application not being completely filled out.

Trustee Meinecke questioned if the Operator's License is being denied due to speeding tickets. Chief Wenten stated they are traffic violations but did want to go into the specifics.

Motion to deny the issuance of an Operator's License was approved unanimously.

DEPARTMENT AND OFFICERS REPORTS

Administrator Hofland stated postcards identifying that the Community Survey was available on-line went out last week to all Village residents. The previous survey was mailed to all residences with a return amount of only 680. This year (within the first week) the Village has received back 480 surveys. Any Village resident, 18 years or older, can fill out the survey. In addition, two Grafton High School teachers will be doing the survey with their classes. Village staff will compare results between Village residents and the high school classes.

Trustee Meinecke questioned if it is possible to take the survey more than once. Administrator Hofland stated one survey per email address is allowed.

REPORT OF BILLS

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve the payment of Village expenditures in the amount of \$134,330.02, as presented.

Trustee Meinecke questioned the checks issued to the Internal Revenue Service and Wisconsin Department of Revenue.

Administrator Hofland stated they are employee-related and the matter was discussed previously with Village Board members; however, Trustee Meinecke was on vacation at that meeting. Mr. Hofland will review the matter with Trustee Meinecke after the meeting.

Motion to approve the payment of Village expenditures was 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 6:23 p.m., pursuant to Wisconsin Statutes 19.85(1)(c) for Personnel Matters-Compensation (Employee evaluation). Approved unanimously by roll call vote.

A closed session of approximately 20 minutes was held. During the closed session the Village Board completed the annual evaluation of Village Administrator Darrell Hofland.

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

Motion by Trustee Grant, seconded by Trustee Rieck, to adjourn the closed session and reconvene into the regular order of business at 6:43 p.m. Approved unanimously by roll call vote.

2010 EMPLOYEE COMPENSATION PACKAGE

The Village Board thanked Mr. Hofland for his continued quality performance and another successful year in 2009.

Motion by Trustee Grant, seconded by Trustee Meinecke, to increase the Village Administrator's salary by \$661.41 annually and the car allowance by \$15.00 per month. Approved unanimously.

ADJOURN

Motion by Trustee Liss, seconded by Trustee Grant, to adjourn the meeting at 6:45 p.m. Approved unanimously.