

VILLAGE OF GRAFTON

VILLAGE BOARD MEETING MINUTES

OCTOBER 17, 2011

President Brunnquell called the Village Board meeting to order at 6:04 p.m. The Pledge of Allegiance followed.

Board members present: Jim Grant, Dave Antoine, Richard Rieck, Sue Meinecke, David Liss, Lisa Uribe-Harbeck, and Jim Brunnquell

Staff / Officials present: Village Administrator Darrell Hofland, Director of Public Works / Village Engineer Dave Murphy, Utility Director Tom Krueger, Chief of Police Charles Wenten, Deputy Clerk Lisa Oppeneer, and Village Attorney Michael Herbrand

MINUTES

Motion by Trustee Antoine, seconded by Trustee Meinecke, to approve the 10-3-2011 Village Board meeting minutes and File the 9-27-2011 Plan Commission; 9-28-2011 Joint Initiative Executive Committee; 10-5-2011 and 10-12-2011 Community Development Authority; 10-6-2011 Architectural Review Board; 10-10-2011 Public Arts Board; and the 10-10-2011 Board of Public Works meeting minutes, as presented. Approved unanimously.

PERSONS REQUESTING TO BE HEARD

Mark Koehler - Grafton Little League (Lease of Village property)

Mark Koehler, representing the Grafton Little League, was present to inform the Village Board that the group have not been able to come up with the funds needed to construct the new little league complex. The Grafton Little League would not like to extend the lease on the property.

President Brunnquell questioned if the Grafton Little League had any future plans for a new complex.

Mr. Koehler commented they were able to raise a substantial amount of money through fundraising; however, it was not enough to cover the project. The money may be directed to improving current facilities.

President Brunnquell commended the Grafton Little League for their efforts in trying to make this project happen. He questioned if the Grafton Little League had any future plans or use of the Village owned property or if the Village could pursue other opportunities.

Mr. Koehler commented they would love to use this property for a new complex. However, it comes down to funding the project and at this time it is just not possible.

President Brunnquell commented that, at this time, the Village does not have any plans for the land but it the Grafton Little League were to come up with the funds to come back to the Village Board.

Trustee Grant questioned if a Right of First Refusal could be considered for the Grafton Little League in the event the Village decides has another use for the property. This would give them the option of moving forward with their project or completely terminating the project.

Administrator Hofland commented he will put something in writing for the Grafton Little League.

BUSINESS PRESENTED BY THE PRESIDENT

Presentation of Resolution commending Aurora Medical Center Grafton on receiving Silver LEED certification designation

President Brunnquell presented Len Wilk, Aurora Medical Center, with the Resolution commending Aurora Medical Center for achieving the Silver LEED certification and the sustainability they have put into their new facilities.

Mr. Wilk thanked President Brunnquell for the recognition. They are very happy to be part of the Village of Grafton.

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

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Item 1 / Report of the Board of Public Works

Motion by Trustee Rieck, seconded by Trustee Liss, to accept the final report by Donohue and Associates-Sheboygan, WI entitled Anaerobic Digestion Evaluation Technical Memorandum dated September 12, 2011, as presented. Approved unanimously.

Utility Director Tom Krueger commented this is the last project to be completed in order keep the water and wastewater treatment facility compliant.

Item 2 / Report of the Board of Public Works

Resolution No. 021, Series 2011, authorizing the urban forestry grant program was offered by Trustee Grant.

Motion by Trustee Meinecke, seconded by Trustee Harbeck, to adopt Resolution No. 021, Series 2011, as presented.

Director of Public Works / Village Engineer Dave Murphy stated that he applied for a forestry grant to complete a tree inventory. The grant will help cover the cost of new trees for placement throughout the Village.

Trustee Grant questioned how often tree inventories are completed. Director Murphy indicated the forestry grant needs to be completed and then the tree inventory will be completed to confirm the number of trees that would need to be replaced.

Trustee Antoine questioned what happens if a property owner has a tree on their property that is infected with Emerald Ash Borer. Director Murphy stated that the property owner would be responsible for removing the tree. However, at this time, no trees in the Village have been infected by this parasite.

The motion to adopt Resolution No. 021, Series 2011 was approved unanimously.

Item 3 / Report of the Board of Public Works

Motion by Trustee Liss, seconded by Trustee Harbeck, to adopt the Village of Grafton Retroreflectivity Policy, as presented.

Director Murphy stated the Federal government recently passed a policy on Retroreflectivity. He will be working with Chief Werten regarding this policy so when it is time to have the inspection completed, the Village will pass the Federal standard. Municipalities have until January 2012, to implement a sign assessment or management method to maintain minimum levels of sign retroreflectivity.

The motion to adopt the Village of Grafton Retroreflectivity Policy was approved unanimously.

Item 4 / Report of the Board of Public Works

Motion by Trustee Meinecke, seconded by Trustee Antoine, to approve Ordinance No. 031, Series 2011, amending Chapter 8.20.060 relating to Garbage and Refuse – container placement for collection of Grafton Municipal Code, as presented. Approved unanimously.

Intergovernmental Agreement for Building Inspection Services between Village of Saukville and Village of Grafton

Motion by Trustee Grant, seconded by Trustee Liss, to approve the Intergovernmental Agreement for Building Inspection Services between the Village of Saukville and Village of Grafton, as presented.

Administrator Hofland stated the Village of Saukville is anticipated to approve the shared services agreement at their Tuesday Village Board meeting. The effective date of the shared services agreement will be November 7. This allows time for staff to make changes to the permitting software to accommodate the two communities. The Village of Saukville will be increasing their permitting fees to coincide with Grafton's fee schedule. The Inspection Department's software will not allow various fees for the same permit.

Trustee Antoine questioned if there are going to be extra costs for making changes to the current software.

Mr. Hofland replied yes. However, the extra cost will be \$350 and the Village of Saukville will be paying the \$350.

President Brunnuell commented this is an example of shared services.

Mr. Hofland commended Building Inspector Tom Johnson for taking on the extra workload which could increase up to 25 percent. Also, his willingness to work with another community has been extremely helpful throughout the process.

The motion to approve the Intergovernmental Agreement for Building Inspection Services between the Village of Saukville and Village of Grafton was approved unanimously.

Lease renewal of Village property at 887 N. Green Bay Road

Motion by Trustee Grant, seconded by Trustee Meinecke, to approve the lease renewal of Village property at 887 N. Green Bay Road, as presented. Approved unanimously.

Administrator Hofland commented there is no increase in the monthly rent or late fees.

LICENSES

Motion by Trustee Grant, seconded by Trustee Antoine, to approve the issuance of licenses as follows: Operators licenses to Andrew Reinders and Megan Kohlmeyer, and a Special Class "B" Fermented Malt Beverage Picnic License to Nicole Vaculik-agent / St. Joseph Parish Family Fun Night / 1619 Washington Street, as presented. Approved unanimously.

DEPARTMENT AND OFFICERS REPORTS

None.

REPORT OF BILLS

Motion by Trustee Rieck, seconded by Trustee Meinecke, to approve the payment of Village Expenditures in the amount of \$258,805.57, as presented. Approved unanimously.

Trustee Harbeck questioned the check to O&W Communications for replacement phones. Mr. Hofland stated he would look into this expenditure and provide Trustee Harbeck with the information.

Trustee Harbeck also questioned the check to Bonestroo for the dam grant application. Mr. Murphy stated this was a partial payment for the grant application. There will most likely be two more bills, but the overall cost will not exceed the \$2100 that was approved for the application process.

OLD BUSINESS

NOAA fish passage grant - Ozaukee County funding reallocation update

Administrator Hofland stated that Mr. Murphy and he had recently met with Andrew Struck from Ozaukee County. Mr. Struck has been in contact with NOAA regarding the use of the grant funds. The Village was informed that the funds can only be applied towards new projects which promote fish passage. NOAA will not consider redirecting funds to any existing projects. At this time Mr. Murphy and Mr. Hofland cannot think of any area to apply the grant funds.

Mr. Murphy stated the NOAA grant will be paying for the replacement of the culvert under County Highway O on Mole Creek next year. The water main might be in the way of this culvert replacement, if it is, then the Utility will need to pay to have it moved.

Mr. Hofland commented that Mr. Struck indicated that if the project came under budget, it could free up some funds for the water main project.

Mr. Murphy commented when a community owns a right away, then the utility needs to move their facilities at their expense; the County owns this right of way and if there are municipal utilities in the way, it is the Village's responsibility to move utilities for them.

Trustee Grant commented they want to take out the full culvert and replace it with a bottomless culvert. The full culvert was installed years ago to stop the high waters in spring from washing out that area. It seems we are going backwards with the process.

Mr. Murphy commented there will be re-grading of the area along with large stones surrounding the new culvert.

President Brunquell stated this agenda item was at the last Village Board meeting and is back tonight for informational purposes only. No action is needed.

NEW BUSINESS

None.

CONVENE TO CLOSED SESSION

Motion by Trustee Grant, seconded by Trustee Liss, to convene to closed session at 6:38 p.m., pursuant to Wisconsin Statutes 19.85(1)(e) for Real Estate and Competitive Bargaining Matters (Pre-annexation agreements for Town of Grafton property on the Village's southeast side) and 19.85(1)(g) for Litigation Matters (UPAD Et Al claim.) Approved unanimously by roll call vote.

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

Motion by Trustee Grant, seconded by Trustee Harbeck, to adjourn Closed Session and reconvene into the regular order of business at 6:52 p.m. Approved unanimously by roll call vote.

DISALLOWANCE OF CLAIM: SECOND NOTICE OF CIRCUMSTANCES OF CLAIM AND CLAIM – UPAD, LLC, GRAFTON RIVERSITE PARTNERS, LLC AND THE DILLON GROUP, LLC

Motion by Trustee Rieck, seconded by Trustee Meinecke, to approve the disallowance of Claim: Second Notice of Circumstances of Claim and Claim – UPAD, LLC, Grafton Riversite Partners, LLC and The Dillon Group, LLC, as presented. Approved unanimously.

ADJOURN

Motion by Trustee Antoine, seconded by Trustee Harbeck, to adjourn at 6:54 p.m. Approved unanimously.