



**TOWN OF GRAFTON
2017 ANNUAL MEETING
April 18, 2017
7:00 pm**

- I. **CALL TO ORDER**
- II. **VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **REVIEW & APPROVE MINUTES FROM 2016 ANNUAL MEETING**
- V. **2016 FINANCIAL REPORT BY CLERK/PLANNER AMANDA SCHAEFER**
- VI. **STATE OF WISCONSIN UPDATE BY REPRESENTATIVE JIM OTT**
- VII. **OZAUKEE COUNTY SHERIFF DEPARTMENT REPORT BY SHERIFF JIM JOHNSON**
- VIII. **GRAFTON FIRE DEPARTMENT REPORT BY CHIEF BILL RICE**
- IX. **USS LIBERTY MEMORIAL PUBLIC LIBRARY REPORT BY DIRECTOR JOHN HANSON**
- X. **OZAUKEE COUNTY SUPERVISORS REPORT**
- XI. **TOWN BUILDING INSPECTOR REPORT BY RICHARD FELLEZ**
- XII. **NEW BUSINESS**
 - a. **DISCUSSION AND POSSIBLE ACTION REGARDING THE SALE OF A TOWN OF GRAFTON-OWNED PARCEL OF LAND – TAX KEY #06-032-05-001.00**
 - b. **SEAT NEWLY ELECTED BOARD OF SUPERVISORS**
- XIII. **ADJOURN**

AMANDA L. SCHAEFER, CLERK

Members of the Town Plan Commission, Board of Appeals, or other committees, boards, commissions, and authorities may attend and participate at this meeting, but will not take official action unless notice so provides. No qualified individual with a disability shall, by reason of that disability, be excluded from participation in or denied the benefits of the services, programs or activities of the Town of Grafton, or be subjected to discrimination by the Town. If you are disabled and require special accommodations, please advise the Town no later than 5 working days before the scheduled meeting or activity.

TOWN OF GRAFTON
2016 ANNUAL MEETING AGENDA
April 19, 2016 – 7:00 pm – OFFICIAL MINUTES



MEETING ATTENDEES:

Multiple Residents

Guest Speakers Listed in Agenda and Minutes Attorney Sara MacCarthy

Clerk/Planner Amanda Schaefer

Deputy Clerk Lila Schwan

Other Town PC and OSC Members

Supervisor Tom Grabow

Supervisor Karron Stockwell

Building Inspector Rick Fellenz

I. CALL TO ORDER

- 1. ACTION: Supervisor Grabow (acting Chairman) called the meeting to order at 7:00pm.**

II. VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW

- 1. ACTION: Clerk/Planner Schaefer verified compliance with the Open Meetings Law**

III. PLEDGE OF ALLEGIANCE

IV. REVIEW & APPROVE MINUTES FROM 2015 ANNUAL MEETING

- 1. ACTION: Glen Rogers moved to approve the minutes as presented, seconded by Bob Wolf. Motion carried with no opposition.**
- 2. SPECIAL NOTE – Chief Rice spoke at the beginning at the meeting due to Fire Department training following this meeting.**

V. 2015 FINANCIAL REPORT BY CLERK/PLANNER AMANDA SCHAEFER

- Clerk/Planner Schaefer gave an overview of the Financial Report; account balances, income accounts, expenses, and indebtedness were outlined
- 2. ACTION: Darrell Mazzari moved to approve the financial report as presented, seconded by Neal Hobbs. Motion carried with no opposition.**

VI. STATE OF WISCONSIN UPDATE BY REPRESENTATIVE JIM OTT

- The Town and Village are in the 23rd Assembly District – Grafton is a great community
- There was no State tax increase this year
- There were many bills passed this last session that impact towns, villages, and counties; Rep. Ott noted several of these bills and provided a brief summary
- Many of the laws that were passed will hopefully allow the municipalities and governmental entities to function more efficiently
- The Prevailing Wage Law has been reformed
- There was an up skirting law put in place; the situation actually happened in Grafton
- There are many times where the law needs to be analyzed to make sure it meets current happenings
- The Minimum Markup Law was challenged with the opening of Meijer; he plans to keep looking at this
- Constituent services are a large part of his efforts
- 10. Supervisor Grabow noted the failure of the Countywide assessment bill*
- 11. Supervisor Grabow would like to know the timeframe of annexed land to be utilized for a specific purpose*

VII. OZAUKEE COUNTY SHERIFF DEPARTMENT REPORT BY SHERIFF JIM JOHNSON

- There were recent burglaries in the Town; in cooperation with Waukesha and Washington Counties, the suspects were apprehended. Charges have been requested and they are in custody.
- There were 25 drug arrests, many traffic stops, OWI arrests, 91 speed citations on Town roads, vehicle accidents, and deer-related accidents
- The STH 32/CTH V reconstruction will be a welcome change – it will be completed by late summer; it will include traffic signals and turn lanes
- Emergency Medical Dispatch software recently launched – 5 more dispatchers will be hired and trained
- Addictions and mental illness are still troubling problems; the Sheriff's Department works hard to target these problems
- Several programs have been started to address these concerns
- Public safety takes ALL of us to work together to keep Ozaukee County safe
- 8. Several commented about the number of traffic stops*

9. *A resident asked about taking photos of license plates for erratic drivers*
10. *A resident asked about the trend in numbers shared – Sheriff Johnson feels they are rather consistent with past years*
11. *A resident asked about the use of heroin versus other drugs*
12. *The citizen-involved Heroin Task Force was discussed by several*

VIII. **GRAFTON FIRE DEPARTMENT REPORT BY CHIEF BILL RICE**

1. A 2nd full-time employee came on board in 2015 – Division Chief Matt Karpinski.
2. It has been a tough and challenging year in terms of fire inspections; the department now has the capability of providing for more thorough inspections. The goal is to get them compliant with the State Fire Code. It has been very time consuming, and the FD has been working with Town Staff to help move this forward
3. There has been more work in the Town than the Village regarding fire inspections
4. There are 2 part time members during the day in the station, sometimes 3 – this helps them meet their daytime calls
5. 6pm to 6am are solely volunteer-staffed, mostly from their homes
6. Membership continues to grow
7. There are 4 captains and 4 lieutenants that have been with the department for quite a long time
8. There have been Grafton paramedics on most calls; paramedics can give pain medication
9. The EMD program is up and running – it is a good program and will be great for Grafton
10. A new brush truck was purchased in 2015
11. The Village of Grafton has employees that are trained in firefighting
12. There were 6 significant calls in 2015, and 5 were in the Town of Grafton: a water rescue, a fire at Stonecroft, an apartment fire on Green Bay Road, an occupied car that struck a transformer on CTH V, and a residential fire on Lake Bluff on Thanksgiving Day
13. The FD is always looking for volunteers!
14. *A resident on Edgewater noted caution about the hydrants in her neighborhood.*

IX. **USS LIBERTY MEMORIAL PUBLIC LIBRARY REPORT BY DIRECTOR JOHN HANSON**

1. The Staff is wonderful at the library
2. There are many avid readers, and a supportive community
3. There is now a “Maker Space” in the library – lots of opportunities for a large range of ages
4. An architect came to meet with Staff and the board regarding potential changes in the upcoming years
5. It’s the 60th Anniversary of the library in Grafton!! Tomorrow is a silent auction; good deals are to be had
6. It has been a great year at the library
7. *Supervisor Grabow asked about the NSAA building; it is Village property and is highly used*
8. *Supervisor Stockwell noted that the library has so many things to offer*

X. **OZAUKEE COUNTY SUPERVISORS REPORT**

1. Supervisor Grabow shared info about the new winery in Port Washington; there will be a change in upkeep of some of the facilities, a change in money up front, there is now collateral, there were grants received, and the homeowners association will address more park maintenance. It is much better than what it was last year.
2. Supervisor Grabow shared info about water testing throughout Ozaukee County. Water testing kits are now available and can be tested for a lower price. Many of the wells tested had arsenic. If you haven’t done this already, you need to do it soon. Contact the Ozaukee County Health Department if you need anything or have questions.
3. *A resident asked if the arsenic is naturally occurring; it is, per Supervisor Grabow.*
4. *A resident asked about where the vineyard is*
5. *A resident asked about the Village of Grafton future planning efforts.*

XI. **TOWN BUILDING INSPECTOR REPORT BY RICHARD FELLEENZ**

1. There were 10 new homes in 2015
2. Total value was approximately 3.3 million



3. There were 3 razing permits in 2015
4. There were 360 permits total
5. The Mobil Car Wash is up and running, and the restaurant will be open soon
6. There are quadruple fees that can be charged without pulling a permit
7. The average size home for the past 10 years in the Town is over 3,000 square feet
8. *A resident asked about the number of permits so far in 2016 – 1 new home.*

XII. **NEW BUSINESS**

a. **APPOINTMENT OF TOWN ASSESSOR (MIKE GROTA OF GROTA APPRAISALS, LLC)**

- (i) **ACTION: Pursuant to WIS STAT 60.10(2)(j), Brian Behrens moved to approve TOWN MEETING RESOLUTION 2016-01 to authorize the Town Board to select assessors by appointment under WIS STAT 60.307(2), and further that this authority shall be general and continuing, seconded by Bob Wolf. Motion carried with no opposition, 13-0.**

XIII. **ADJOURN**

1. **ACTION: Bob Wolf moved to adjourn, seconded by Darrell Mazzari. Motion carried with no opposition.**

RESPECTFULLY SUBMITTED, AMANDA L. SCHAEFER, CLERK



2017 ANNUAL MEETING FINANCIAL REPORT

(JANUARY 1, 2016 – DECEMBER 31, 2016)

Revenues are maintained in interest-bearing accounts rather than remaining in the general checking account.

ACCOUNT BALANCES*	
GENERAL CHECKING	\$4,674.39
ADM – FIRE DEPARTMENT CAPITAL SAVINGS ACCT	\$595,058.84
ADM – LANDFILL EXPENSE FUND	\$608,207.26
LGIP – FIRE DEPARTMENT FUND	\$361,396.64
LGIP – CASH RESERVE	\$135,021.76
LGIP – FACILITY ESCROW	\$165,099.43
LGIP – HIGHWAY CONTINGENCY	\$51,226.18
LGIP – GARBAGE / RECYCLING FUEL SURCHARGE	\$10,072.92
IMPACT FEES – ROADS	\$8,369.79
IMPACT FEES – PARK AND OPEN SPACE	\$18,357.39
INCOME ACCOUNTS**	
BUILDING PERMITS (TOWN KEEPS 20%)	\$69,764.03
FRANCHISE FEE FROM CABLE COMPANY	\$44,135.97
FRANCHISE FEE FROM AT&T	\$10,675.96
EXPENSES**	
ROAD WORK (OUTSTANDING RIVER BEND RD PMT)	\$270,658.75
DRAINAGE PROJECTS	\$15,755.98
GARBAGE COLLECTION	\$150,429.29
RECYCLING COLLECTION	\$47,374.20
FIRE PROTECTION AND EMS SERVICES (LGIP, too)	\$156,761.42
LIBRARY SERVICES	\$130,765.00
ELECTIONS (WITHOUT PAYROLL)	\$4,663.69

**as of December 31, 2016*

*** Please refer to a "Budget vs. Actual" report for a complete listing of all income and expense accounts. These are distributed to every Supervisor at their monthly Board Meetings. You can also request a copy by contacting the Town Office 262.377.8500.*

Town of Grafton Debt as of 12/31/2016

Cornerstone Bank Line of Credit (Principal and Interest)	Paid off in 2015
Board of Commissioners of Public Lands – Loan 02005165.01 and Loan 02005165.02 (Final payment in 2015) Includes principle and interest	Paid off in 2015
911 Console	Paid off in 2010
Fire Station	Paid off in 2010
Fire Station Annex	Paid off in 2010
Youth Library (Final payment in 2012) Includes principle and interest	Paid off in 2012

PRESENTATION FOR 2017 ANNUAL MEETING



In 2016, there were 13 new home permit taken out. Estimated cost w/o land is \$ 3,540,880.00. This is up \$185,065 from last year.

Out of the 13 new homes, 4 have been completed with 9 still in the construction stage.

- 1 Edgewood Dr
- 1 Kara Lane
- 3 Blank's Crossings
- 2 Lakefield Rd
- 2 Lakeshore Rd
- 1 Pt Washington Rd
- 1 Split Rail
- 1 Trillium
- 1 Waterstone Ct

Other permits include kitchen remodels, finishing basement areas, decks, along with the normal permits, electrical, plumbing, furnace and air conditioner replacements.

The total number of permits issued in 2016 were 340.

Welcome Mobil Mart, Pioneer & Pt Rd, is in the drywall stage for the restaurant and storage addition.

The Town has two new subdivisions, The Reserve at Ula Creek CSM on Hwy C has been recorded and will have 6 new lots. Lakeshore Prairie on Falls Rd will have 7 new lots when CSM is recorded. I received two phone calls with interest in both developments on lots.