

**TOWN OF GRAFTON
BOARD OF SUPERVISORS MEETING
February 8, 2017 – Official Minutes**

I. CALL TO ORDER: CHAIRMAN BARTEL CALLED THE MEETING TO ORDER AT 7:00 P.M.

Present:

Chairman Lester A. Bartel, Jr.	Clerk / Planner Amanda Schaefer
Supervisor Tom Sykora	Town Attorney Sara MacCarthy
Supervisor Tom Grabow	Town Engineer Kevin Kimmes
Supervisor Steve Schaefer (via conference phone entire meeting)	

Absent:

Supervisor Karron Stockwell

II. VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW

1. **Clerk/Planner Schaefer assured that the meeting was properly noticed.**

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. REVIEW AND ADOPT AGENDA

1. **ACTION: Supervisor Grabow moved to adopt the agenda, seconded by Supervisor Sykora. Motion carried 4-0.**

V. APPROVE MINUTES FROM PREVIOUS MEETING (AND ANY ASSOCIATED CLOSED SESSION)

1. **ACTION: Supervisor Grabow moved to approve the minutes from the previous meeting, seconded by Supervisor Sykora. Motion carried 4-0.**

VI. PUBLIC HEARINGS

A. Ordinance 2017-01: An Ordinance Amending Title 6, Chapter 6, Health and Sanitation – Public Nuisances, of the Code of Ordinances, Town of Grafton, Wisconsin, Addressing Yard Maintenance on Residential Properties

1. Staff provided a brief overview to the Board; the text was clarified by Attorney MacCarthy regarding the setback from the lot line
2. **Chairman Bartel opened the Public Hearing at 7:05pm.**
3. **Ryan Petersen, 1418 Lakeshore Road, does not have an issue with the ordinance, but there is concern with the clause associated with the mowing of 50' from the lot lines; that is inappropriate for a rural setting**
4. **Neal Hobbs, 876 Fox Tail Lane, noted concern about mowing the 50' dimension from the lot lines of adjoining property**
5. **Chairman Bartel closed the Public Hearing at 7:08pm.**
6. Chairman Bartel noted the point that natural prairies on properties would be impacted by the 50' setback from adjoining property lines clause; the concern by residents in legitimate
7. Supervisor Grabow agrees with the first half of the proposed language; the second part (50' from adjoining lines) should be struck
8. **Mr. Petersen commented that an artificial halo is created, and possibly unnecessarily, but the required 25' mowed area around accessory structures**
9. **Mr. Hobbs agreed with Mr. Petersen**
10. Supervisor Grabow is comfortable taking into account the changes proposed during the Public Hearing
11. The enforcement of some of the current ordinance would likely be very difficult
12. Attorney MacCarthy will make the changes as noted

13. This will be a good start for the ordinance; it will likely need to be updated in the future
14. This will be a continuation of the abandoned property ordinance
15. Again, the Board will refer back to this if necessary – therefore, for the record, natural / managed prairie is managed lawn feature
16. **Mr. Petersen offered some commentary regarding the phrase “established lawn”**
17. **ACTION: Supervisor Grabow moved to adopt Ordinance 2017-01 as amended, seconded by Supervisor Sykora. Discussion continued. Motion carried 4-0.**

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

1. **Dorothy Monson, Maple Road, addressed concern with the DeRuyter CUP. Things have been cleaned up, but there are still rumbling trucks and early hour starts. It begins at 2am-3am. This is a neighborhood that has cooperated in the past; we thought it was solved, but it wasn't. The middle of January was the start of the new issues. The 35mph speed limit is not being followed.**
2. **Kathy Duret, Maple Road, has lived on the property for 14 years. Foul language, loud noises, etc. have woken them up in the middle of the night. They have followed the procedures as directed, and were able to go in front of the Plan Commission. She is not being heard. Chairman Bartel noted that there is a process to this. The DeRuyters have blatant disregard for all adjacent property owners. Chairman Bartel noted that the Board thought the problem had been resolved, but it clearly has not been resolved. A Facebook Page noted lies associated with the DeRuyter's business. She will give that information to the Town. They want the permit completely revoked.**
 - a. **Ms. Duret's comments will be added to the Official Packet; the DeRuyter's will be contacted again.**

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. **Discussion and possible action regarding Village of Grafton decision on the River Bend Road development**
 1. Jesse Thyges, Village Administrator, and Jessica Wolff, Director of Planning and Development, from the Village of Grafton, were in attendance
 2. Staff highlighted 2 points for discussion – the park fees going to the Village for the adjacent Village Park development, and a Memorandum of Understanding to be put into place regarding the extension of Cheyenne Avenue to River Bend Road, which, in turn, would require a rename of that section of road and the change of several private property addresses
 3. The Town's Park Impact Fee is \$2000; that money would be allocated to the Village
 4. A Memorandum of Understanding will be drafted regarding the address markers
 5. Engineer Kimmes provided an update regarding trails within the development going into the future park; Town Staff has worked hard to make sure this development and its features follow future park planning efforts in the Village.
 6. Supervisor Grabow commented that a meeting will be necessary to discuss the maintenance and upkeep of the border roads
 7. Supervisor Sykora asked about the extension of River Bend Road
 8. **ACTION: NO ACTION TAKEN.**
- B. **Discussion and possible action regarding a Town of Grafton survey**

1. Clerk/Planner Schaefer provided the Board with a list of potential survey questions in an effort to gauge the approach the survey should take; the survey is anticipated to be released around the time of the Spring Election (April)
2. Staff will provide a final list of questions in March for April distribution
3. **ACTION: NO ACTION TAKEN.**

C. Discussion and possible action regarding a Final Town Plat Petition by Hillcrest Builders, 1398 River Bend Road, Tax Key #06-030-03-001.00

1. Engineer Kimmes provided an overview of the current state of the Final Plat; the design of the intersection was discussed in great detail
2. The Developer's Agreement was discussed
3. No more than 2 homes can have "early start"
4. Home elevations were discussed
5. Road damage costs were discussed
6. Escrows and Letter of Credit were discussed
7. **ACTION: Supervisor Sykora moved to direct all park impact fees within the Hillcrest Development (13 new lots) to the Village of Grafton upon collection, contingent upon the approval of the Hillcrest Final Plat and associated items, seconded by Supervisor Grabow. Discussion continued. Motion carried 4-0.**
8. **ACTION: Supervisor Sykora moved to establish an MOU that upon such time that either Cheyenne Avenue is extended through to River Bend Road OR River Bend Road is extended east to Port Washington Road, the Town will rename the north/south section of River Bend Road to Cheyenne Avenue, contingent upon the approval of the Hillcrest Final Plat and associated items, seconded by Supervisor Grabow. Discussion continued. Motion carried 4-0.**
9. **ACTION: Supervisor Sykora moved to approve the Hillcrest Final Plat contingent upon completion of Staff Punchlist items, final approval by Town Counsel, and payment of all fees, seconded by Supervisor Grabow. Discussion continued with Supervisor Schaefer asking for clarification on the road reconstruction and potential damage. Motion carried 4-0.**

II. TOWN STAFF UPDATES

- A. Town Planner – Clerk/Planner Schaefer gave an update on the R-Tr District.
- B. Town Engineer – A brief update on the upcoming road projects was given.
- C. Town Attorney - NONE
- D. Town Treasurer – NONE
- E. Town Building Inspector - NONE
- F. Town Weed Commissioner – Darrel Blank was in attendance – thistles will be another focus; he did a fine job last year and will keep in correspondence with Staff.
- G. Town Public Safety Commissioners – NONE

III. APPOINTMENTS OF COMMITTEES

- A. Town of Grafton Open Space Commission – Appointment and/or Reappointment of 2 members to serve a two-year term, expiring June 1, 2018
 1. **ACTION: Supervisor Sykora moved to appoint Ryan Petersen to a 2-year term expiring June 1, 2018, seconded by Supervisor Grabow. Motion carried 4-0.**

IV. REPORTS – FOR INFORMATION, DISCUSSION AND ACTION

- A. Chair
 1. Tree trimming has been taking place due to limited snow plowing.
- B. Supervisors

1. Supervisor Grabow commented on the upcoming well testing through the County. Also, there will be a hazardous waste collection/drop off coming through the County – you will drop it off, it won't be picked up.
2. Supervisor Schaefer asked about the location of wells tested for arsenic..

C. Clerk

1. NONE

D. Monthly Treasurer's Report

1. A report was presented.

V. DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTATION OF INVOICES

1. **ACTION:** Supervisor Grabow moved to pay bills as presented, seconded by Supervisor Sykora. Motion carried 4-0.

VI. ADJOURN

1. **ACTION:** Supervisor Schaefer moved to adjourn subject to the payment of bills, seconded by Supervisor Grabow. Motion carried 4-0.

**Respectfully Submitted,
Amanda L. Schaefer, Clerk**