

**TOWN OF GRAFTON  
BOARD OF SUPERVISORS MEETING  
March 14, 2018 – Official Minutes**

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

**Present:**

Chairman Lester A. Bartel, Jr.  
Supervisor Tom Grabow  
Supervisor Tom Sykora  
Supervisor Paul Melotik  
Supervisor Karron Stockwell

Clerk / Planner Amanda Schaefer  
Town Engineer Kevin Kimmes  
Town Attorney Sara MacCarthy

**Absent:**

None

**II. VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**

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

**I. PLEDGE OF ALLEGIANCE TO THE FLAG**

**II. REVIEW AND ADOPT AGENDA**

1. **ACTION: Supervisor Melotik moved to adopt the agenda, seconded by Supervisor Sykora. Motion carried 5-0.**

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

1. **ACTION: Supervisor Grabow moved to approve the February minutes, seconded by Supervisor Sykora. Motion carried 4-0 with Supervisor Stockwell abstaining due to absence.**

**IV. PUBLIC HEARINGS**

1. **NONE**

**V. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD**

1. **NONE**

**VI. OLD BUSINESS**

1. **NONE**

**VII. NEW BUSINESS**

- A. Discussion and possible action regarding Resolution 2018-06: A Proclamation Commending Gordon James Thompson for his Dedication and Accomplishments to Become and Eagle Scout**
1. Chairman Bartel shared commending comments about Gordon Thompson
  2. Chairman Bartel shared local community Eagle Scouts – Marshall Hermann, Kevin McCarthy, and Tom Peterson – that were in attendance
  3. The Proclamation was read into the record
  4. The Sheriff's Office shared the Coin of Appreciation with Gordon; a great honor for him.
  5. **ACTION: Supervisor Sykora moved to approve Resolution 2018-06, seconded by Supervisor Grabow. Motion carried 5-0.**
- B. Discussion and possible action regarding a potential Municipal Flood Control Grant Application for 1956 Edgewater Drive, Charles E. Baker, Property Owner**
1. Andy Holschbach provided information to the Board – this property would be added into the current Municipal Flood Control Grant Application process for the Seeger property

2. **ACTION: Supervisor Stockwell moved to submit the Municipal Flood Control Grant Application for 1956 Edgewater Drive, seconded by Supervisor Sykora. Motion carried 5-0.**

**C. Discussion and possible action regarding a landscaping plan associated with the River Bend Road / 17th Avenue Road Project**

1. Information was presented to the Board
2. Total cost is for \$5,781.75; hope is for 50% cost share with the Village.
3. **ACTION: Supervisor Sykora moved to approve the landscaping plan and expenditure of 50% of the \$5,781.75, seconded by Supervisor Grabow. Motion carried 5-0.**

**D. Discussion and possible action regarding a Memorandum of Understanding with the Town of Cedarburg regarding Maple Road**

1. The draft MOU was presented to the Board; the TOC Board will be reviewing it at an upcoming meeting as well
2. Details of responsibilities are outlined in the text
3. Supervisor Melotik asked about a potential situation – we fix the road and Cedarburg does not during the 10-year timeframe; Attorney MacCarthy shared that the agreement could be enforced without issue.
4. **ACTION: Supervisor Melotik moved to approve the Maple Road MOU, seconded by Supervisor Grabow. Motion carried 5-0.**

**E. Discussion and possible action regarding the razing of structures at 1520 Highway O**

1. A razing estimate from Hilgart was presented to the Board
2. **ACTION: Supervisor Sykora moved to approve the expenditure, seconded by Supervisor Grabow. Motion carried 5-0.**

**F. Discussion and possible action regarding a previous year's budget amendment**

1. Clerk/Planner Schaefer provided a report to the Board; minor budget amendments are needed for the 2017 expenditures
2. **ACTION: Supervisor Sykora moved to approve the 2017 Budget Amendments (\$16,381.04 from Drainage to Road Budget and \$7,046.14 from Payroll to Computer / Office Equipment Expenses), seconded by Supervisor Melotik. Motion carried 5-0.**

**VIII. TOWN STAFF UPDATES**

- A. Town Planner – Industrial Park Update; PC will be discussion Conditional Uses
- B. Town Engineer – MS4 Permit Update; SWMP Review for developing area near Keup Road
- C. Town Attorney – Congrats to Oz Co for being one of the top healthiest counties in the State!
- D. Town Treasurer – NONE
- E. Town Building Inspector – NONE
- F. Town Weed Commissioner – Phyllis McKenzie was present and was introduced to the Board; the focus of this year will be the Thistles
- G. Town Public Safety Commissioners – FD staffing will be on the table for discussion soon

**XI. APPOINTMENTS OF COMMITTEES**

- A. Library Board Member
  1. Lucy will be honored at an upcoming Library Board Meeting.
  2. **ACTION: Supervisor Stockwell moved to appoint Charles Kramer to the Library Board Member term ending June 30, 2019, seconded by Supervisor Sykora. Motion carried 5-0.**

**B. Weed Commissioner**

1. **ACTION:** Supervisor Sykora moved to appoint Phyllis McKenzie to the Weed Commissioner term ending June 30, 2019, seconded by Supervisor Melotik. Motion carried 5-0.

**XII. REPORTS – FOR INFORMATION, DISCUSSION AND ACTION**

**A. Chair**

1. The past couple months have been quiet for plowing, so ash tree removal is being revisited for those trees that are most threatening

**B. Supervisors**

1. The Oz Co Traffic Safety Committee did a study on the Lakefield Road and Green Bay Road; small improvements may be made
2. Supervisor Stockwell shared that Electronics Recycling will be the third Saturday in June
3. Road Tour may take place in the Spring this year; it will be in May – Kevin will bring a date this next meeting
4. Ozaukee County Hazardous Waste pickup will be coming up soon
5. Water testing in the County will focus on the Town of Cedarburg; if you haven't your well tested, you should do it sooner than later

**C. Clerk**

1. NONE

**D. Monthly Treasurer's Report**

1. A report was presented.

**XIII. DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTATION OF INVOICES**

1. **ACTION:** Supervisor Melotik moved to pay bills as presented, seconded by Supervisor Sykora. Motion carried 5-0.

**XIV. CONVENE INTO CLOSED SESSION – PURSUANT TO SECTION § 19.85(1) (E), WIS STATS, FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION. SPECIFICALLY, TO CONSIDER THE INVESTING OF PUBLIC FUNDS FOR LAND AND ENVIRONMENTAL PRESERVATION.**

1. **ACTION:** Supervisor Stockwell moved to go into Closed Session, seconded by Supervisor Sykora. Motion carried 5-0.

**XV. RETURN TO OPEN SESSION – PURSUANT TO WIS. STATS §19.85 (2) FOR ADDITIONAL DISCUSSION, EVALUATION, AND POSSIBLE ACTION**

1. **ACTION:** NO ACTION TAKEN.

**XVI. ADJOURN**

1. **ACTION:** Supervisor Sykora moved to adjourn subject to the payment of bills, seconded by Supervisor Melotik. Motion carried 5-0.

Respectfully Submitted,  
Amanda L. Schaefer, Clerk