

**TOWN OF GRAFTON  
BOARD OF SUPERVISORS MEETING  
March 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.  
Supervisor Tom Grabow  
Supervisor Karron Stockwell

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

**Absent:**

Supervisor Steve Schaefer  
Supervisor Tom Sykora

**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 Stockwell. Motion carried 3-0.**

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

1. **ACTION: APPROVE MINUTES IN APRIL due to lack of quorum able to vote on the minutes.**

**VI. PUBLIC HEARINGS**

1. **NONE**

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

1. **None**

**VIII. OLD BUSINESS**

**A. Discussion and possible action regarding a Town of Grafton survey**

1. Clerk/Planner Schaefer gave an overview of the current draft of the Town of Grafton Community Survey; the Board felt it was ready for release after a few minor tweaks
2. The survey would be prepared for an April release (Election Day) via a link associated with Survey Monkey
3. Several residents gave feedback – an open ended question will be added at the end for comments.
4. **ACTION: Chairman Bartel moved to allow for the \$26 expenditure for the 2017 Survey via Survey Monkey, seconded by Supervisor Stockwell. Motion carried 3-0.**

**B. Discussion and possible action regarding previously adopted Town of Grafton Ordinance 2017-01: Yard Maintenance on Residential Properties**

1. Supervisor Grabow addressed concerns noted with the previously-approved ordinance
2. The changes that were adopted as part of the Public Hearing process last month were shared with the audience
3. **ACTION: NO ACTION TAKEN.**

**IX. NEW BUSINESS**

**A. Discussion and possible action regarding a presentation by the Grafton School District regarding the upcoming April referendum**

1. The Grafton School District was in attendance to provide a presentation associated with the upcoming April referendum. More information can be found on the Grafton School District website:  
[http://www.grafton.k12.wi.us/departments/district\\_superintendent/Referendum\\_April\\_2016](http://www.grafton.k12.wi.us/departments/district_superintendent/Referendum_April_2016)

2. **ACTION: NO ACTION TAKEN.**

- B. **Discussion and possible action regarding a Final Plat, Rezone, and Shared Driveway Petition (A-1 to R-2) by Michael Samann, 678 Falls Road, Tax Key #06-021-09-002.00**
  1. Engineer Kimmes and Clerk/Planner Schaefer gave an overview of the Staff Report
  2. **ACTION: Supervisor Grabow moved to approve the Samann Final Plat, Rezone, and Shared Driveway petition subject to Staff Punchlist Items and approval by Town Counsel, seconded by Supervisor Stockwell. Motion carried 3-0.**
- C. **Discussion and possible action regarding a Minor Land Division (CSM) and Rezone (A-2 to R-2/A-2) Petition by Allen Schneider (for Gunnar Wallin), 782 Ula Road, Tax Key #06-021-06-003.00**
  1. Engineer Kimmes and Clerk/Planner Schaefer gave an overview of the Staff Report
  2. **ACTION: Supervisor Stockwell moved to approve the Schneider/Wallin CSM and Rezone subject to Staff Punchlist Items, seconded by Supervisor Grabow. Motion carried 3-0.**
- D. **Discussion and possible action regarding an Operator's License Applications for Walia Investments, Inc., d/b/a Welcome Mobil Mart – Gurpreet Singh and Raju Bhandari (6.30.2017 Expiration)**
  1. Clerk/Planner Schaefer gave an overview of the Staff Report
  2. **ACTION: Supervisor Grabow moved to approve the Singh and Bhandari Operator's Licenses with an expiration date of 6.30.2017, seconded by Supervisor Stockwell. Motion carried 3-0.**
- E. **Discussion and possible action regarding a discussion with Grota Appraisals, LLC, regarding upcoming Town of Grafton efforts**
  1. Mike Grota was in attendance at the Town of Grafton BOS Meeting to discuss the potential upcoming Statistical Revaluation
  2. A Statistical Revaluation could avoid a "walk-through" valuation; assessments need to be between 95% - 105% of State requirements
  3. Any adjustments will likely be very small – large increases and decreases are avoided
  4. This will allow the Town to be in total compliance with the Statutes
  5. This will move forward.
  6. **ACTION: NO ACTION TAKEN.**

## II. TOWN STAFF UPDATES

- A. **Town Planner – NONE**
- B. **Town Engineer – Bid openings will start March 23<sup>rd</sup> for upcoming Road Projects**
- C. **Town Attorney - NONE**
- D. **Town Treasurer – NONE**
- E. **Town Building Inspector - NONE**
- F. **Town Weed Commissioner – NONE**
- G. **Town Public Safety Commissioners – NONE**

## III. APPOINTMENTS OF COMMITTEES

1. **NONE**

## IV. REPORTS – FOR INFORMATION, DISCUSSION AND ACTION

- A. Chair
  - 1. Several trees went down today due to high winds; all were removed
- B. Supervisors
  - 1. Supervisor Stockwell asked about Fox Lane – it is scheduled for next year (2018)
- 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 Stockwell moved to pay bills as presented, seconded by Supervisor Grabow. Motion carried 3-0.
- VI. CONVENE INTO CLOSED SESSION – PURSUANT TO SECTION § 19.85(1) (E), WIS STATS, FOR DELIBERATION OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS
  - 1. ACTION: Supervisor Grabow moved to go into Closed Session, seconded by Supervisor Stockwell. Motion carried 3-0.
- VII. RETURN TO OPEN SESSION – PURSUANT TO WIS. STATS §19.85 (2) FOR ADDITIONAL DISCUSSION, EVALUATION, AND POSSIBLE ACTION
  - 1. ACTION: Supervisor Stockwell moved to accept the offer for purchase of the Town of Grafton parcel of land, seconded by Supervisor Grabow. Motion carried 3-0.
- VIII. ADJOURN
  - 1. ACTION: Supervisor Grabow moved to adjourn subject to the payment of bills, seconded by Supervisor Stockwell. Motion carried 3-0.

Respectfully Submitted,  
Amanda L. Schaefer, Clerk