

**TOWN OF GRAFTON
BOARD OF SUPERVISORS MEETING
May 10, 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 Grabow	Town Engineer Kevin Kimmes
Supervisor Karron Stockwell	
Supervisor Paul Melotik	
Supervisor Tom Sykora	

Absent:

Town Attorney Sara MacCarthy

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 Sykora moved to adopt the agenda, seconded by Supervisor Stockwell. Motion carried 5-0.

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

1. **ACTION:** Supervisor Grabow moved to approve the April minutes, seconded by Supervisor Stockwell. Motion carried 5-0.

VI. PUBLIC HEARINGS

A. Ordinance 2017-03: An Ordinance Amending Title 9, Chapter 1, Zoning; Section 3, Zoning Districts, of the Code of Ordinances, Town of Grafton, Wisconsin, Addressing Minimum Floor Area Requirements in the R-1 Residential District, the R-2 Residential District, and the R-3 Residential District, along with the Introduction of a New District – the R-Tr Transitional Residential District

1. Clerk/Planner Schaefer gave an overview of the topic
2. Chairman Bartel opened the Public Hearing at 7:05pm
3. Mike Kuenn, 1115 Highway C, asked about the tax rate of the R-Tr; that is unable to be answered due to not knowing the use.
4. Chairman Bartel closed the Public Hearing at 7:06pm
5. **ACTION:** Supervisor Sykora moved to approve Ordinance 2017-03, seconded by Supervisor Stockwell. Supervisor Grabow inquired about the square footages shown. Motion carried 5-0.

B. Ordinance 2017-04: An Ordinance to Amend the Comprehensive Plan of the Town of Grafton, Wisconsin

1. Clerk/Planner Schaefer gave an overview of the topic
2. Chairman Bartel opened the Public Hearing at 7:12pm.
3. No one wished to speak.
4. Chairman Bartel closed the Public Hearing at 7:12pm
5. **ACTION:** Supervisor Sykora moved to approve Ordinance 2017-04, seconded by Supervisor Stockwell. Motion carried 5-0.

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

1. Greg Holther, 1854 Fairhaven, asked about the status update of the discussions associated with sharing the yard waste disposal site

2. **Steve Schaefer, Lakeshore Road, shared thoughts on approving road projects – we need to finish off what we started, like Ulao Parkway**
3. **Neal Hobbs, 876 Fox Tail Lane, shared thoughts about Falls Road repaving and being careful with the truck traffic that turns into Advanced Manufacturing Technologies; this discussion has been had with the Town Engineer**

VIII. OLD BUSINESS

- A. **Discussion and possible action regarding the awarding of a road construction contract to Payne and Dolan for 2017 road improvements (Falls Road and Lakefield Road between I-43 and CTH C)**
 1. Engineer Kimmes provided a report to the Board; this is a continuation from last month's discussion
 2. The road bids were outlined for the Board
 3. Chairman Bartel shared details on current budget and past history of billing
 4. Some funds from drainage could be transferred in to take advantage of the competitive bid received from Payne and Dolan
 5. Supervisor Stockwell said that the need for these projects is not going to go away, and the costs will continue to go up
 6. **ACTION: Supervisor Stockwell moved to award the 2 project bids and 2 alternative bids for a total contract amount of \$374,494.48 to Payne and Dolan, seconded by Supervisor Melotik. Discussion continued about the details of the expense. Supervisor Grabow stated that this is going to be tight. Several other Supervisors stated that this needs to be done. Motion carried 5-0.**

IX. NEW BUSINESS

- A. **Discussion and possible action regarding a Rezone (R-3 to R-3 with C-1 Overlay) Petition by WeEnergies, Southwest End of Stonecroft Drive, Tax Key #06-004-15-004.00**
 1. Clerk/Planner Schaefer and Engineer Kimmes provided a report to the Board.
 2. This would be an R-3 parcel with a C-1 Overlay per the requirements of the Letter Agreement
 3. The CSM is not required to show the wetland, per Plan Commission motion
 4. **ACTION: Supervisor Sykora moved to approve the WeEnergies rezone subject to Staff punchlist items, seconded by Supervisor Melotik. Supervisor Melotik inquired about the ownership of the property. Motion carried 5-0.**
- B. **Discussion and possible action regarding a deviation request for a previous Shared Driveway application my Michael and Jo Ann Kuenn, 1115 County Highway C, Tax Key # 06-020-04-001.00**
 1. Clerk/Planner Schaefer and Engineer Kimmes provided a report to the Board.
 2. **ACTION: Supervisor Sykora moved to approve the Kuenn deviation request, seconded by Supervisor Melotik. Supervisor Grabow asked for a bit more detail about the history of why we're here. Staff responded. Motion carried 5-0.**
- C. **Discussion and possible action regarding the results of the Town of Grafton 2017 Community Survey**
 1. Clerk/Planner Schaefer provided an overview of the response data to the Board.
 2. **ACTION: NO ACTION TAKEN.**
- D. **Discussion and possible action regarding a request from the Open Space Commission to address maintenance of all facilities currently open to the public**
 1. Open Space Commission Chair Patrick Stemper provided a report to the Board along with Chairman Bartel

2. The Board needs to decide if the expenses come from the Open Space Fund or General Fund
3. **ACTION: Supervisor Sykora moved to provide maintenance services and grass cutting services to the boat launch and trail, seconded by Supervisor Grabow. Discussion continued about where the money could come from – that can be a decision made later by the Board. Maintenance could be on a case by case basis. Motion carried 5-0.**

E. Discussion and possible action regarding the Ozaukee County Interurban Trail section in the Town of Grafton and the possible addition of a waste receptacle and portable toilet facility

1. Chairman Bartel provided information to the Board – there is a need for a garbage receptacle and a port a potty
2. There is now a garbage receptacle near Bartel's driveway that they help maintain
3. A port a potty is \$400; the County cannot find \$400 for a port a potty this year
4. The rest area near the bridge would be the best area for placement
5. Supervisor Grabow stated that bicyclists never have to pay for anything
6. **ACTION: Supervisor Stockwell moved to expend \$400 from the OSC Fund for a port a potty on the bike trail this year with thought that we encourage the 2 County Supervisors on our Board to budget for this item in the County budget next year, seconded by Supervisor Sykora. Discussion continued. Supervisor Melotik said it shouldn't have a contingency that the vote hinges on the County including it in its budget next year. Motion carried 4-1 with Supervisor Grabow dissenting.**

F. Discussion and possible action regarding adopting summer office hours and adjusting open/close times (8:30a-4:30p)

1. Chairman Bartel provided information to the Board
2. The office will close on Fridays during the summer.
3. Office house will shift to 8:30a to 4:30p.
4. **ACTION: Supervisor Grabow moved to approve the office hours, seconded by Supervisor Sykora. Motion carried 5-0.**

II. TOWN STAFF UPDATES

A. Town Planner

- a. **NONE**

B. Town Engineer

1. Beechwood Lane Drainage Report

- a. Engineer Kimmes provided information to the Board regarding a proposed new contract with GRAEF and Ruckert Mielke
- b. Discussion continued with thoughts from Supervisor Grabow – questions were shared with Engineer Kimmes.
- c. **ACTION: Supervisor Grabow moved to go with alternate 2 and secure contracts for construction, seconded by Supervisor Sykora. Motion carried 5-0.**

2. Engineer Kimmes gave an overview of the DOT Arrowhead Bridge beautification improvements; there is no longer money in the DOT budget for these improvements.

C. Town Attorney - NONE

D. Town Treasurer – NONE

E. Town Building Inspector - NONE

F. Town Weed Commissioner – NONE

- G. **Town Public Safety Commissioners – The Town Survey was shared with the Public Safety Commission!**

III. APPOINTMENTS OF COMMITTEES

- A. **Town of Grafton Plan Commission Alternate – Appointment and/or Reappointment of 1 member to serve a two-year term, expiring June 30, 2018**
 - 1. **ACTION: NEXT MONTH.**
- B. **Town of Grafton Open Space Commission – Appointment and/or Reappointment of 3 members to serve a two-year term, expiring June 1, 2019**
 - 1. **ACTION: NEXT MONTH.**

IV. REPORTS – FOR INFORMATION, DISCUSSION AND ACTION

A. Chair

- 1. **Road Tour will be August 14th.**
- 2. **An update was given regarding our new website**
- 3. **Welcome, Supervisor Melotik!**

B. Supervisors

- 1. **Supervisor Melotik attended the County’s Traffic Safety Meeting – the speed limit will be addressed. Clerk/Planner Schaefer will let Mr. Nelson know.**
- 2. **Supervisor Grabow would like to watch the type of future road improvements – full pulverize and overlay may not always be necessary**
- 3. **Supervisor Grabow would like to have further discussions about border roads with adjacent municipalities – specifically the Village of Grafton.**

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 Sykora moved to pay bills as presented, seconded by Supervisor Grabow. Motion carried 5-0.**

VI. ADJOURN

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

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