

**TOWN OF GRAFTON**  
**BOARD OF SUPERVISORS - MEETING AGENDA – APRIL 11, 2018 - 7:00 PM**  
Grafton Town Hall - 1230 11<sup>th</sup> Ave., Grafton, WI, 53024



THE FOLLOWING BUSINESS WILL BE BEFORE THE BOARD FOR DISCUSSION, CONSIDERATION, DELIBERATION, AND POSSIBLE FORMAL ACTION:

- I. **CALL TO ORDER**
- II. **VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
- III. **PLEDGE OF ALLEGIANCE TO THE FLAG**
- IV. **REVIEW AND ADOPT AGENDA**
- V. **APPROVE MINUTES FROM PREVIOUS MEETING (AND ANY ASSOCIATED CLOSED SESSION)**
- VI. **PUBLIC HEARINGS**
- VII. **RESIDENT CORRESPONDENCE / PERSONS WISHING TO BE HEARD**
- VIII. **OLD BUSINESS**
- IX. **NEW BUSINESS**
  - A. Discussion and possible action regarding an amendment to Resolution 2018-02: Town Depositories and Investments (addition of Promontory Interfinancial Network) and an associated presentation by Erik Stanton from Cornerstone Community Bank
  - B. Discussion and possible action regarding the renewal of the Town of Grafton's MS4 Permit
  - C. Discussion and possible action regarding the Village of Grafton Fire Department Capital Plan 2019-2023
- X. **TOWN STAFF UPDATES**
  - A. Town Planner
  - B. Town Engineer
  - C. Town Attorney
  - D. Town Treasurer
  - E. Town Building Inspector
  - F. Town Weed Commissioner
  - G. Town Public Safety Commissioners
- XI. **APPOINTMENTS OF COMMITTEES**
- XII. **REPORTS – FOR INFORMATION, DISCUSSION AND ACTION**
  - A. Chair
  - B. Supervisors
  - C. Clerk
  - D. Monthly Treasurer's Report
- XIII. **DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTATION OF INVOICES**
- XIV. **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  
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 January 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 Stockwell. Motion carried 5-0.**

**B. Weed Commissioner**

1. **ACTION:** Supervisor Sykora moved to appoint Phyllis Kenzie 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



**GRAFTON**  
QUALITY LIFE. NATURALLY.



**Town of Grafton - Ozaukee County  
Resolution Number: 2018-02 (Amended)  
Town Depositories and Investments**

The Town Board of the Town of Grafton, Ozaukee County, Wisconsin by this resolution, adopted on proper notice with a quorum and by a majority vote of the Town Board present and voting resolves and orders as follows:

The following financial institutions are designated as public depositories for the Town of Grafton:

**Port Washington State Bank, Grafton, WI – Tax Account**

**Cornerstone Bank, Grafton, WI – Depositories**

The following are designated as investment accounts for the Town of Grafton:

**Local Government Investment Pool (LGIP)**

**ADM (American Deposit Management) Consulting, LLC- American Money Market Account (AMMA)**

**Promontory Interfinancial Network**

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Lester A. Bartel, Jr., Chairman

Attest: \_\_\_\_\_

Amanda L. Schaefer, Clerk

Posted:

FILE



**TOWN OF GRAFTON**  
**BOARD OF SUPERVISORS COMMUNICATION FORM**

**MEETING DATE:** April 11, 2018

**SUBJECT:** MS4 Permit Renewal Update

**FROM:** Amanda Schaefer, Clerk/Planner

**ISSUE SUMMARY:**

Engineer Kimmes will provide a brief report to the Board during the meeting.

**RECOMMENDATIONS FROM OTHER BODIES/AGENCIES:**

**STAFF RECOMMENDATION:**

- Approve
- Table
- Deny
- No Action Required
- No Staff Recommendation

## 5 Year CIP Grafton Fire Department



ITEM	2019	2020	2021	2022	2023
851 Ambulance			\$160,000		
852 Ambulance			\$160,000		
854 Utility					\$50,000
855 PFR		\$65,000			
856 Command Car					\$70,000
853 Inspection Car	\$40,000				
866 Body/Tank Updates	\$65,000				
867 Six Wheeler		\$35,000			
Special Teams Trailer		\$10,000			
Stryker Cot #851			\$17,000		
Stryker Cot #852			\$17,000		
Stair Chair #851			\$3,500		
Stair Chair #852			\$3,500		
Thermal Camera #863	\$10,000				
Thermal Camera #864		\$10,000			
Ventilation Fans 863/865					\$7,500
Rescue Boat & Motor			\$10,000		
Oceanid RDC				\$6,000	
Swift/Ice Rescue Suits		\$8,000			
SCBA's			\$230,000		
SCBA Compressor					
Genesis Extrication Tools	\$40,000				
Air Bag System	\$15,000				
Industrial Gear Washer		\$10,000			
Pagers					\$40,000
Radio Base	\$10,000				
Floor Cleaning Machine				\$7,500	
Training Tower		\$375,000			
Replace Roof				\$0	
Apparatus Floor Painting		\$40,000			
1st & Exterior Painting				\$45,000	
Overhead Doors					\$100,000
Kit. Compliance/Update	\$35,000				
Sta. Modine Heaters	\$10,000		\$10,000		
Apparatus Floor Lighting				\$30,000	
	\$225,000	\$553,000	\$611,000	\$88,500	\$267,500

From Jesse Thyas:  
 Attached please find the draft Fire Department Capital Improvement Plan that will be presented to the Village's Public Safety Committee in April and to the Village Board in May. I want to emphasize that this is a draft plan that is subject to both Public Safety Committee and Village Board review.