

**VILLAGE OF THIENSVILLE  
BOARD OF TRUSTEES  
MINUTES**

**DATE: Monday, April 15, 2013**

**LOCATION: 250 Elm Street  
Thiensville, WI**

**TIME: Immediately following a Public  
Hearing Scheduled at 6:00PM**

**I. CALL TO ORDER**

President Mobley called the meeting to order at 6:14 PM.

**II. ROLL CALL**

|                |                                                               |                   |
|----------------|---------------------------------------------------------------|-------------------|
| President:     | Van Mobley                                                    |                   |
| Trustees:      | Kim Beck                                                      | Kenneth Kucharski |
|                | Ronald Heinritz (excused)                                     | David Lange       |
|                | Rob Holyoke                                                   | John Treffert     |
| Administrator: | Dianne Robertson                                              |                   |
| Attorney:      | Robert Feind                                                  |                   |
| Staff:         | Director of Public Works Andy LaFond, Fire Chief Brian Reiels |                   |
|                | Police Chief Scott Nicholson                                  |                   |

**III. PLEDGE OF ALLEGIANCE**

Trustee Treffert led the recitation of the Pledge of Allegiance.

**OATH OF OFFICE TO VILLAGE OFFICIALS**

1. Trustee John R. Treffert
2. Trustee David A. Lange
  
3. Police Officer Jennifer L. Shevey

Administrator Robertson gave the oath of office to Trustees John R. Treffert, David A. Lange and Police Officer Jennifer L. Shevey.

4. Motion to take a 15 minute break for a welcoming reception

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to take a 15 minute break at 6:15PM for a welcoming reception. **MOTION CARRIED UNANIMOUSLY.**

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to reconvene the meeting at 6:27PM. **MOTION CARRIED UNANIMOUSLY.**

|                       |
|-----------------------|
| <b>CONSENT AGENDA</b> |
|-----------------------|

Upon request of any Trustee, any item may be removed from the Consent Agenda for special consideration.

**IV. APPROVAL OF MINUTES**

- A. Board of Trustees
  1. March 18, 2013

**V. DEPARTMENT REPORTS (Receipt)**

- A. Department Reports (Receipt)**
  - 1. Fire Department
    - a. March, 2013
  - 2. Police Department
    - a. March, 2013
  - 3. Public Works Department
    - a. February, 2013
    - b. March, 2013

**VI. COMMITTEE REPORTS**

- A. Committee of the Whole**
  - 1. March 4, 2013
  - 2. April 1, 2013

**VII. REPORTS AND COMMUNICATIONS**

- A. Historic Preservation Commission**
  - 1. March 13, 2013
- B. Plan Commission**
  - 1. April 1, 2013
- C. Business Renaissance Committee**
  - 1. March 25, 2013
- D. Board of Canvassers**
  - 1. April 2, 2013
  - 2. April 5, 2013
- E. Capital Expenditures**

**MOTION** by Trustee Beck, **SECONDED** by Trustee Holyoke to approve the consent agenda. **MOTION CARRIED UNANIMOUSLY.**

|                        |
|------------------------|
| <b>BUSINESS AGENDA</b> |
|------------------------|

**VIII. FINANCIAL REPORTS AND ACCOUNTS PAYABLE**

- A. Accounts Payable For All Funds**
  - 1. **Accounts Payable**
    - a. March 16, 2013 through April 12, 2013

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to approve the accounts payable from March 16, 2013 through April 12, 2013 in the amount of \$538,478.15. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
  - a. March, 2013

The financial report was received.

**IX. PRESIDENT'S REPORT**

**A. Appointments**

**1. Liquor License:**

- a. Temporary B Wine & B Beer:** Community Fun Events, Inc., June 29, 2013

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to approve a Temporary B Wine & B Beer license to Community Fun Events, Inc., June 29, 2013. **MOTION CARRIED UNANIMOUSLY.**

**2. Operators Licenses:**

- a. New:** Lenora M. Large, B-1 Burger

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Holyoke to approve a new operator's license to Lenora M. Large, B-1 Burger. **MOTION CARRIED UNANIMOUSLY.**

**b. Renewal:**

**b. Denial**

**c. Temporary**

**3. Fire Department Members:** Ryan M. Janus

**MOTION** by Trustee Beck, **SECONDED** by Trustee Kucharski to approve Ryan M. Janus as a new fire department member. **MOTION CARRIED UNANIMOUSLY.**

**4. Parade/Street Closing Permit:** Community Fun Events, Inc., June 29, 2013  
10AM to 12:30PM

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to approve a parade/street closing permit for Community Fun Events, Inc., June 29, 2013 from 10am to 12:30 pm. **MOTION CARRIED UNANIMOUSLY.**

**X. ADMINISTRATOR'S REPORT**

**A. Department Reports**

**1. Administrator's Report**

**Green Bay Road**

The utilities will begin their work on Green Bay Road beginning April 29, 2013, which is expected to take 2 weeks. Then the contractor will begin his work on May 13, 2013. Final completion is expected around July 15<sup>th</sup>.

**Village Owned Properties on Main Street**

Steve Sand, owner of Sea N Sand who occupies 134 N. Main Street has until April 30<sup>th</sup> to vacate the premises. He has asked for Public Works assistance to remove his compressor. An indemnification agreement has been signed. Public Works is waiting for Mr. Sand to arrange a mutual agreeable time.

The requests for proposals have been sent to 33 developers/companies.

**Laurel Acres Water Distribution Project**

Properties are beginning to be connected to municipal water. The Special Assessment B Bonds Resolution and the Final Special Assessment Resolution will be on the May 20, 2013 agenda for approval. At this time 63% of the property owners will be taking advantage of the 10-year special assessment process, while 37% will be paying up front.

**Board of Trustees, meeting minutes  
April 15, 2013, page four of nine**

**Recycling Grant**

The Village has been awarded a Recycling Grant from the Wisconsin Department of Natural Resources for 2013 in the amount of \$9,534.41.

**Election Results**

Congratulations to Trustee John Treffert and David Lange on their re-election to the Village Board.

**OED Outreach Event**

Ozaukee Economic Development is holding an outreach to businesses event on Tuesday, May 7, 2013 at River Club of Mequon from 4:30PM to 7:30PM. The featured speaker is Kurt Bauer, President & CEO of the Wisconsin Manufacturers & Commerce. The Board is invited to attend. Administrator Robertson serves on the Board of Directors of OED and is also on the event planning committee.

**River Cleanup**

The Milwaukee River Cleanup is scheduled for Saturday, May 4, from 8:30AM to 11:30PM. Village residents Jim & Katie Gennrich have coordinated this event for quite some time. Should anyone wish to volunteer you are to meet in the Village Park. The event is concluded with an appreciation lunch/snack between 11:30AM and 12:30PM.

**The Conservation Fund (Greenseams Program)**

Village Staff met with Ms. Margaret Kohring, Midwest Regional Director of the Conservation Fund to discuss their flood management efforts through MMSD. Staff shared upstream area basins that should be considered to store stormwater that will impact the Pigeon Creek Watershed. These four additional basins were considered with the Pigeon Creek Flood Mitigation Project and can only help with future storm events. Ms. Kohring was very receptive and will share this information with the Conservation Fund Board.

Administrator Robertson thanked staff for flood event efforts. No businesses closed, no road closures, no overtime was paid and minimal hours were spent on the flooding by the DPW. In addition, there was no sewer bypass. The completion of the Pigeon Creek Project has really helped with the excess rains that we have had. Mr. LaFond briefly reported on the events of the flooding and the difference from 2008 to 2013 with no road closures and no businesses closed. The work that was done on the detention pond near MATC has helped with the excess water also.

2. Building Inspection Department (Receipt)
  - a. March, 2013 Report

Inspection report was received.

**XI. ATTORNEY'S REPORT**

Attorney Feind has signed the bid documents for the Green Bay Road reconstruction. Stark Asphalt is a division of Northwest Asphalt Products.

**XII. COMMITTEE REPORTS**

- A. Review and approval to Authorize the Thiensville Business Association to use the Village Park for the Farmer's Market on Tuesday's from June through October

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to approve authorizing the Thiensville Business Association to use the Village Park for the Farmer's Market on Tuesday's from June through October. **MOTION CARRIED UNANIMOUSLY.**

**XII. COMMITTEE REPORTS CONTINUED**

- B.** Review and approval of Ordinance No. 2013-02 Adopting the Revised Floodplain Analysis and Mapping for Pigeon Creek

**MOTION** by Trustee Lange, **SECONDED** by Trustee Beck to approve Ordinance No. 2013-02 Adopting the Revised Floodplain Analysis and Mapping for Pigeon Creek. **MOTION CARRIED UNANIMOUSLY.**

- C.** Hear Auditor John Knepel and review and acceptance of the 2012 Financial Statements prepared by Baker Tilly Virchow, Krause & Company, LLP

Mr. John Knepel from Baker Tilly Virchow, Krause & Company, LLP was in attendance. The Village received an unqualified opinion, commonly referred to as a “clean” opinion, which is the best opinion an auditor can give. The Village is in excellent financial condition. The TIF District will expire around 2017. The Fire Department audit came back with everything in good financial order. The General Fund generated \$46,000 for reserves and the Sewer Fund is also in great financial shape. The Village remains once again totally debt free.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to accept the 2012 Financial Statements prepared by Baker Tilly Virchow, Krause & Company, LLP. **MOTION CARRIED UNANIMOUSLY.**

- D.** Review and approval of Resolution No. 2013-07 Setting Funding Formula for the MMSD PP/II Program

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to approve resolution No. 2013-07 Setting Funding Formula for the MMSD PP/II Program.

**Ayes:** Trustees Beck, Holyoke, Kucharski, Lange and President Mobley

**Naes:** Trustee Treffert

**MOTION CARRIED.**

- E.** Review and approval of Resolution No. 2013-08 Allowing Port Washington State Bank to Provide a Low Interest Community Loan Program to Commercial Properties

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Holyoke to approve Resolution No. 2013-08 Allowing Port Washington State Bank to Provide a Low Interest Community Loan Program to Commercial Properties. **MOTION CARRIED UNANIMOUSLY.**

- F.** Review and approval Certificate of Recognition for Attaining the Rank of Eagle Scout to Zach Shahrokhi, Boy Scout Troup #852

**MOTION** by Trustee Beck, **SECONDED** by Trustee Kucharski to approve a Certificate of Recognition for Attaining the Rank of Eagle Scout to Zach Shahrokhi, Boy Scout Troup #852. **MOTION CARRIED UNANIMOUSLY.**

**XII. COMMITTEE REPORTS CONTINUED**

- G. Review and approval of Ordinance No. 2013-04 Adopting the Sign Code as Recommended by the Plan Commission

**MOTION** by Trustee Lange, **SECONDED** by Trustee Kucharski to approve Ordinance No. 2013-04 Adopting the Sign Code as Recommended by the Plan Commission. **MOTION CARRIED UNANIMOUSLY.**

- H. Review and approval of Ordinance No. 2013-03 Creating Chapter 55 Criminal History Record Information Search Authorization

**MOTION** by Trustee Lange, **SECONDED** by Trustee Kucharski to approve Ordinance No. 2013-03 Creating Chapter 55 Criminal History Record Information Search Authorization in order to allow the Police Department to do criminal background checks. **MOTION CARRIED UNANIMOUSLY.**

**I. CITIZEN APPOINTMENTS:**

Board of Review

Edwin Ogden, 300 Crescent Lane, One-Year Term  
Michael Dyer, 600 Bel Aire Drive, One-Year Term  
Donald A. Molyneux, 326 Grand Avenue, Alternate

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to approve the Citizen Appointments to Edwin Ogden, 300 Crescent Lane, One-Year Term, Michael Dyer, 600 Bel Aire Drive, One-Year Term, and Donald A. Molyneux, 326 Grand Avenue, Alternate to the Board of Review. **MOTION CARRIED UNANIMOUSLY.**

Plan Commission

Samuel R. Cutler, Jr. 250 Green Bay Road, Three-Year Term  
Carol Gengler, 137 Buntrock Avenue, Three-Year Term

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Lange to approve the Citizen Appointments to Samuel R. Cutler, Jr. 250 Green Bay Road, Three-Year Term, and Carol Gengler, 137 Buntrock Avenue, Three-Year Term to the Plan Commission. **MOTION CARRIED UNANIMOUSLY.**

Police Disciplinary &  
Oversight Committee

Thomas R. Streifender, 422 Green Bay Road, Five-Year Term

**MOTION** by Trustee Lange, **SECONDED** by Trustee Holyoke to approve the Citizen Appointment to Thomas R. Streifender, 422 Green Bay Road, Five-Year Term to the Police Disciplinary & Oversight Committee. **MOTION CARRIED UNANIMOUSLY.**

**BOARD APPOINTMENTS:**

|                                             |                                                               |
|---------------------------------------------|---------------------------------------------------------------|
| <u>Historic Preservation Commission</u>     | Ronald Heinritz, One-Year Term                                |
| <u>Plan Commission</u>                      | Kenneth C. Kucharski, One-Year Term                           |
| <u>Weyenberg Library Board</u>              | Rob Holyoke, One-Year Term                                    |
| <u>Board of Review</u>                      | Van A. Mobley, One-Year Term<br>David A. Lange, One-Year Term |
| <u>Mid-Moraine</u>                          | John R. Treffert, One-Year-Term                               |
| <u>Bike Trails Committee</u>                | Ronald G. Heinritz, One-Year-Term                             |
| <u>Farmland Preservation Committee</u>      | Ronald G. Heinritz, One-Year-Term                             |
| <u>Telecommunication &amp; IT Oversight</u> | Rob Holyoke, One-Year Term                                    |

**MOTION** by Trustee Lange, **SECONDED** by Trustee Holyoke to approve the Board Appointments to Ronald Heinritz, One-Year Term to the Historic Preservation Commission, Kenneth C. Kucharski, One-Year Term to the Plan Commission, Rob Holyoke, One-Year Term to the Weyenberg Library Board, Van A. Mobley, One-Year Term, and David A. Lange, One-Year Term to the Board of Review, John R. Treffert, One-Year-Term, to Mid-Moraine, Ronald G. Heinritz, One-Year-Term to both the Bike Trails Committee and Farmland Preservation Committee. **MOTION CARRIED UNANIMOUSLY.**

**STAFF APPOINTMENTS:**

|                        |                                              |
|------------------------|----------------------------------------------|
| <u>Board of Review</u> | Dianne S. Robertson, Administrator, Annually |
|------------------------|----------------------------------------------|

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve the Staff Appointment to Dianne S. Robertson, Administrator, Annually to the Board of Review. **MOTION CARRIED UNANIMOUSLY.**

---

|                         |         |
|-------------------------|---------|
| NEXT RESOLUTION NUMBER: | 2013-09 |
| NEXT ORDINANCE NUMBER:  | 2013-05 |

---

**XIII. REPORTS AND COMMUNICATIONS**

- A. Plan Commission
- B. Frank L. Weyenberg Library
- C. Mid-Moraine Legislative Committee
- D. Historic Preservation Commission
- E. Telecommunication & IT Oversight Committee
- F. C.D.A.
- G. Bike Trail Committee
- H. Farmland Preservation Committee
- I. Thiensville Business Association/Renaissance Committee

**XIV. UNFINISHED BUSINESS**

**XV. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE MARCH 18, 2013 VILLAGE BOARD MEETING.**

- A. Inter-Governmental Committee with Mequon
- B. Use of 101 Green Bay Road, Old Village Hall & Fire Station
- C. Acceptance/Report of Gifts Received
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule
- F. Update on Village owned Main Street properties
- G. Idea of Beer Garden in Village Park
- H. T-M Lions Club Parade of Checks Night 4/30/2013
- I. Medieval Banquet- M-T School District 05/10/13

Congratulations to the new City of Mequon Mayor Dan Abendroth and to the new M-T School Board Members. Thank you to Curt Gielow for his service as City Mayor.

Trustee Beck can attend the T-M Lions Club Parade of Checks Night.

Trustee Lange asked the Board if they were willing to donate some money to the TBA for the Farmers Market advertising and marketing plan. This discussion will be tabled for the COW agenda.

**XVI. MOTION TO ADJOURN TO CLOSED SESSION**

**MOTION** by Trustee Lange, **SECONDED** by Trustee Kucharski to adjourn to closed session at 7:18PM pursuant to Chapter 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding evaluation of the police chief and Pursuant to Chapter 19.85(1)(g) Conferring with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding litigation.

- 1. Roll Call Vote

**Ayes:** Trustees Beck, Holyoke, Kucharski, Lange, Treffert and President Mobley.

**Naes:** None

**MOTION CARRIED.**

**MOTION TO RECONVENE IN OPEN SESSION**

- 1. Vote of Board to reconvene.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to reconvene in open session at 8:57PM.

**MOTION CARRIED.**

2. Review and action on closed session matters.

**MOTION** by Trustee Lange, **SECONDED** by Trustee Beck to allow outside employment to Police Chief Nicholson to work with the Thiensville Fire Department on Emergency Medical Services. **MOTION CARRIED UNANIMOUSLY.**

**XVII. ADJOURNMENT**

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Beck to adjourn the meeting at 8:58PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Approved by,

Susan R. Conway  
Administrative Assistant

Dianne S. Robertson  
Village Clerk