

**VILLAGE OF THIENSVILLE  
BOARD OF TRUSTEES  
MINUTES**

**DATE: Monday, May 20, 2013**

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

**TIME: 6:00PM**

**I. CALL TO ORDER**

President Mobley called the meeting to order at 6:00 PM.

**II. ROLL CALL**

|                |                                                               |                   |
|----------------|---------------------------------------------------------------|-------------------|
| President:     | Van Mobley                                                    |                   |
| Trustees:      | Kim Beck (6:25PM)                                             | Kenneth Kucharski |
|                | Ronald Heinritz                                               | 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 Kucharski led the recitation of the Pledge of Allegiance.

|                       |
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| <b>CONSENT AGENDA</b> |
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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. April 15, 2013
  2. April 15, 2013 Public Hearing Floodplain Ordinance

**V. DEPARTMENT REPORTS (Receipt)**

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

**VI. COMMITTEE REPORTS**

- A. Committee of the Whole**
1. May 6, 2013

**VII. REPORTS AND COMMUNICATIONS**

- A. Historic Preservation Commission**
1. April 8, 2013

- B. **Plan Commission**
  - 1. May 7, 2013
- C. **Business Renaissance Committee**
  - 1. April 22, 2013
- D. **Capital Expenditures**

**MOTION** by Trustee Kucharski, **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. April 13, 2013 through May 17, 2013

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to approve the accounts payable in the amount of \$312,107.22 from April 13, 2013 through May 17, 2013. **MOTION CARRIED UNANIMOUSLY.**

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

The financial report was received.

**IX. PRESIDENT'S REPORT**

- A. **Appointments**
  - 1. **Big Day, LLC, Skippy's, 113 Green Bay Road**
    - a. Class "B" Beer & "B" Liquor
    - b. Billiard & Pool Tables
    - c. 3 Amusement Machines
    - d. Cigarette
    - e. Renewal Beverage Operator's Licenses: Heidi M. Goldschmidt, Cassie M. Haugen, Brett T. Kucharski, Cindy J. Shaurette
  - 2. **Temporary Beverage Operator's Licenses**  
Thiensville-Mequon Lions Club Lionfest – Scott McGee, Joseph Brown, Gregory Kickbusch, Dennis DeBaere, Gerald Niemeyer, Charles Scandrett, Ken Kucharski, Brett Kucharski, James Doorneck

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Treffert to approve the licenses in #1 and the temporary beverage operator's licenses in #2 above.

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

**Abstain:** Trustee Kucharski

**MOTION CARRIED.**

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3. **Liquor License:**
  - a. **Temporary B Wine & B Beer:**
    1. Thiensville-Mequon Lions Club, Lion Fest, June 7 to June 9, 2013
  - b. **Class “A: Beer & “A” Liquor:**
    1. Scott Thomas & Beth Roedl Shully, Pigeon Creek Wine & Liquor, 144 Green Bay Road
    2. Walgreen Company, Amy L. Gleisner, Agent, 278 N. Main Street
  - c. **Class “A” Liquor**
    1. Fantasy Flowers, Inc., Nancy Witte-Dycus, Agent, 106 E. Freistadt Road
  - d. **Class “B” Beer & “B” Liquor:**
    1. 2MGA Enterprises, LLC, Anna Bakalinsky, Agent, B-1 Burger, 105 W. Freistadt Road
    2. Chuck’s Place, Inc., Theodore J. Hagen, Agent, Chuck’s Place, 406 N. Main St.
    3. Robert J. Ollman & Amy Ollman, Inc., Robert J. Ollman, Agent, Remington’s River Inn, 130 N. Main Street
    4. Shully Catering, Inc., Scott Thomas Shully, Agent, Shully’s Catering, 146 Green Bay Road
    5. T & G Thiensville, Inc., Vasilike Triantafillou, Agent, Prime Minister Restaurant, 517 N. Main Street

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve liquor licenses to the above listed applicants in a, b, c and d. **MOTION CARRIED UNANIMOUSLY.**

- e. **Class “B” Beer & “C” Wine**
  1. Chun Siu Chang, East Sun Chinese Restaurant, 305 N. Main Street
  2. Glaze, LLC, Kristina Eckert, Agent, 149 Green Bay Road
  3. Grace Lutheran Church, William Luebke, Agent, 303 Green Bay Road
  4. Thiensville Fire Department, Inc., Terence Gengler, Agent, 250 Elm Street

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve Class “B” Beer & “C” Wine licenses to the above listed applicants under item e. **MOTION CARRIED UNANIMOUSLY.**

- f. **Amusement Machines**
  1. Robert J. Ollman & Amy M. Ollman, Inc., Robert J. Ollman, Agent, Remington’s River Inn, 130 S. Main Street (4 Machines)
- g. **Cigarette**
  1. Thiensville Mobil, David Roettgers, Agent, 301 N. Main Street
  2. Village BP, LLC, Daniel W. Umhoefer, Owner, 246 S. Main Street
  3. Walgreens Co., Robin Van Cleave, Licensing Manager, 278 N. Main Street

**MOTION** by Trustee Lange, **SECONDED** by Trustee Kucharski to approve amusement machine licenses and cigarette licenses to the above listed applicants. **MOTION CARRIED UNANIMOUSLY.**

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**4. Operators Licenses:**

**a. New:**

**b. Renewal:**

2MGA/B-1 Burger – Patricia a. Bolling, Lenora M. Large, Nicole A. Riepl

Glaze – Heather A. Albrecht, Philip G. Eckert, Nancy E. Grittner, Wendy A.

Kickbush, Lisa M. Taubner

Grace Lutheran – Richard M. Koch

Independent – John J. Janz

Remington's – Charise E. Albers, Bruce F. Anderson, Cynthia C. Check, Sarah V.

Endlich, Amy M. Ollman, Monica M. Olson, Sandra L. Pintor, Lindsey M. Rischmann,

Kristina L. Specht, Brandy J. Wolf

Shully's – Stephanie L. Frost, Doug M. Hogan, Michael R. Holyoke, Scott S. Jones,

Mark D. Lavine, Christopher D. Marks, Edwina Silverstein, Steven R. Thuilliez,

Kim I. White

Walgreens – Gloria A. Folz, Amy L. Gleisner, Alina Goberman, Joanne F. Hilgendorf,

RaeLynn M. Leicht, Melanie T. Murphy, Linda A. Papcke, Susan J. Richards,

Shirley C. Rodriguez, Dena L. Schwochert, Steven A. Slutzke, MaryAnn C.

Sonnentag, Yashica Q. Spears, Todd R. Tischer

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve the renewal operator's licenses to all the applicants listed in 4b. **MOTION CARRIED UNANIMOUSLY.**

**c. Denial**

**5. Fire Department Members:** Caitlin E. Watson

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve Caitlin E. Watson as a new fire department member. **MOTION CARRIED UNANIMOUSLY.**

**6. Parade/Street Closing Permit:**

**a.** Memorial Day Parade, American Legion Post 457, Monday, May 27, 2013 from 9-11am.

**b.** Calvary Ev. Lutheran Church, Church Picnic, Division Street from Main to the Railroad Tracks, Sunday, July 28, 2013

**MOTION** by Trustee Lange, **SECONDED** by Trustee Kucharski to approve a parade/street closing permit for the Memorial Day Parade, American Legion Post 457, Monday, May 27, 2013 from 9-11am and Calvary Ev. Lutheran Church, Church Picnic, Division Street from Main to the Railroad Tracks, Sunday, July 28, 2013. **MOTION CARRIED UNANIMOUSLY.**

**X. ADMINISTRATOR'S REPORT**

**A. Department Reports**

**1. Administrator's Report**

**Green Bay Road**

Construction began today, May 20, 2013. Temporary mail boxes have been placed off site for the resident's convenience. The project is expected to be completed by mid-July.

**Village Owned Properties on Main Street**

Three proposals have been received. The individuals will be presenting their proposals to the Village Board and Plan Commission on Tuesday, June 4<sup>th</sup> beginning at 5:30 PM.

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**Laurel Acres Water Distribution Project**

All properties have been connected to the municipal water system. Final financing and special assessment resolutions are on the agenda for action.

**Make a Difference Day**

The Concordia University Men's Hockey Team spent a Saturday cleaning up garbage and debris in the Village Park and also assisted moving stones to the Fishway. A huge thank you to them for their time and efforts.

**Incoming Revenue**

|    |          |                                                               |
|----|----------|---------------------------------------------------------------|
| \$ | 2,232.34 | 1 <sup>st</sup> Quarter 2013 AT&T Franchise Fees              |
|    | 5,571.35 | 1 <sup>st</sup> Quarter 2013 Time Warner Cable Franchise Fees |
|    | 3,081.00 | League of Wisconsin Municipalities 2012 Insurance Dividend    |

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

Inspection Report was received.

**XI. ATTORNEY'S REPORT**

Steve Sand has vacated the building at 134 N. Main Street.

**XII. COMMITTEE REPORTS**

- A. Review and approval of Resolution No. 2013-09 Outdoor Recreation Aids Grant Application

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Lange to approve Resolution No. 2013-09 Outdoor Recreation Aids Grant Application. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Resolution No. 2013-10 Final Special Assessment for the Laurel Acres Water Distribution System

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution No. 2013-10 Final Special Assessment for the Laurel Acres Water Distribution System.

- C. Review and approval of Resolution No. 2013-11 Authorizing the Borrowing of Not to Exceed \$460,000 and Providing for the Issuance and Sale of Special Assessment B Bonds (Laurel Acres Water Distribution System)

Dawn Gunderson from Ehlers was in attendance and explained the interest rate bid that was received is 2.45%. The bonds will mature on April 1, 2023. The providing bank is Bankers Bank out of Madison. The Village adds 1% to administer the special assessments for the property owners.

**MOTION** by Trustee Lange, **SECONDED** by Trustee Holyoke to approve Resolution No. 2013-11 Authorizing the Borrowing of Not to Exceed \$460,000 and Providing for the Issuance and Sale of Special Assessment B Bonds (Laurel Acres Water Distribution System). **MOTION CARRIED UNANIMOUSLY.**

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- D.** Review and approval to provide \$1,000 for infrastructure improvement to Village Park as requested by the Thiensville Business Association at the discretion of the Village Administrator and Director of Public Works

**MOTION** by Trustee Treffert, **SECONDED** by Trustee Kucharski to approve the \$1,000 for infrastructure improvement to Village Park as requested by the Thiensville Business Association at the discretion of the Village Administrator and the Director of Public Works. **MOTION CARRIED UNANIMOUSLY.**

- E.** Review and approval to establish a Public Works Working Foreman position

**MOTION** by Trustee Treffert, **SECONDED** by Trustee Heinritz to approve the establishment of a Public Works Working Foreman position. **MOTION CARRIED UNANIMOUSLY.**

**Trustee Beck arrived at 6:25PM**

- F.** Review and approval to grant permission to have a free one-hour yoga class every Saturday from June 15<sup>th</sup> to August 24<sup>th</sup> contingent upon submittal of a specific plan to be approved by the Village Administrator

**MOTION** by Trustee Lange to grant permission.  
Motion withdrawn.

Administrator Robertson reported that the applicant was asked to appear and they did not. They will be expected to appear and present a working plan before the next COW if they still wish to hold the class.

- G.** Review and approval to allow the Village Administrator to execute the Village owned property building demolition project to the most advantageous bid

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve the Village Administrator to execute the Village owned property building demolition project to the most advantageous bid. **MOTION CARRIED UNANIMOUSLY.**

- H.** Review and approval of Resolution No. 2013-12 Approving the Wisconsin Department of Natural Resources NR 208 – Compliance Maintenance Annual Report

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution No. 2013-12 Approving the Wisconsin Department of Natural Resources NR 208 – Compliance Maintenance Annual Report. **MOTION CARRIED UNANIMOUSLY.**

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- I. Review and approval to contract with Robert Gibbs of Gibbs Planning Group for \$5,000 to discuss sustainable development and commercial strategies and to authorize funds for a comprehensive market study

Administrator Robertson and President Mobley had approached two developers and they have a specific use in mind that they do not want to reveal yet. There is a study that is required ahead of time to avoid having a development become a failure. This marketing piece will cost \$5,000. 50% funding will be provided by the developer for the Gibbs Planning Group, who is an expert from Harvard who has a great reputation regarding redevelopment of segments of different downtowns. Trustee Treffert feels that the Village needs an architectural plan for the area on N. Main Street and to use the old firehouse as an anchor point for redevelopment. The prairie style is the design that the developers should be looking at which meshes well with other buildings in the Village. Trustee Kucharski feels that this is a good idea to bring in someone with knowledge and insights. Administrator Robertson wanted to make it clear to the Board that \$5,000 will be the cost for Gibbs Planning Group and up to \$5,000 will be the cost for the beginning of the market study and if the market study shows that something cannot be supported then it can be abandoned before it is completed and the Village would not have to pay the full price. If the results are positive then additional studies will be needed.

President Mobley feels this is the cost of doing business and wants to give the Village Administrator the ability to do what needs to be done in generating high quality development opportunities for the Village.

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to approve the contract with Robert Gibbs of Gibbs Planning Group for \$5,000 to discuss sustainable development and commercial strategies and to authorize \$5,000 for a comprehensive market study at the Administrator's discretion. **MOTION CARRIED UNANIMOUSLY.**

- J. Review and approval to accept a donation of a Can Am All Terrain Vehicle from Cedar Creek Sales and Service in Cedarburg for Police Department use during the summer

Chief Nicholson explained the donation from Cedar Creek Sales & Service in Cedarburg. The Can Am Vehicle is an all terrain vehicle made in Canada and has been offered to any police department across the United States. Three of the police departments in Ozaukee County have used this type of vehicle for many years for special events which includes Cedarburg, Saukville and Grafton. This vehicle will be insured through the Village and lights will be installed. This vehicle is only to be used for special events or disasters and only sworn officers will be able to operate it. This will not be considered a front line vehicle. This vehicle can get to places that a squad car or rescue vehicle cannot get to. This will be used for Lion Fest, Family Fun Before the Fourth and Harley 110<sup>th</sup> Anniversary Fest. This will be an ongoing donation as long as the program is available.

Chief Nicholson also displayed the newly purchased police bicycle.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve the acceptance of a donation of a Can Am All Terrain Vehicle from Cedar Creek Sales & Service in Cedarburg for Police Department use during the summer. **MOTION CARRIED UNANIMOUSLY.**

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- K.** Review and approval of two citizen appointments to the Mequon-Thiensville Branding Committee

The work would overlap the TBRC (Thiensville Business Renaissance Committee). The new members are Randy Pasternak, 524 Bel Aire Drive and Paul Jirovetz, 425 Park Crest Drive. This committee will help with design elements and help with creating a brand for downtown Thiensville.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve two citizen appointments to Randy Pasternak and Paul Jirovetz to the Mequon-Thiensville Branding Committee. **MOTION CARRIED UNANIMOUSLY.**

- L.** Review and acceptance of the 2012 Police Department Annual Report

Chief Nicholson reported that there was a 35% reduction in crime in 2012 from 2011 Part 1 offense and a 25% reduction in 2012 from 2011 Part 2 offense. Traffic enforcement was down and non traffic was up slightly. The calls for service between the two years were almost identical. When officers checked doors during 3<sup>rd</sup> shift there were 39 doors unlocked in 2012 versus 11 doors unlocked in 2011. Traffic accidents were down and the department was under budget overall. Criminals don't want to take a chance getting caught here in Thiensville. Thanks were given to Chief Nicholson and Chief Nicholson thanked the Board for their support and the DPW for keeping the roads clear in the winter. Trustee Kucharski feels this is a safe community and this is a good tool for resident and business recruitment.

**MOTION** by Trustee Beck, **SECONDED** by Trustee Kucharski to accept the 2012 Police Department Annual Report. **MOTION CARRIED UNANIMOUSLY.**

**M. CITIZEN APPOINTMENTS:**

|                                         |                                                                                                    |
|-----------------------------------------|----------------------------------------------------------------------------------------------------|
| <u>Historic Preservation Commission</u> | Robert Blazich, 317 West Street, Three-Year Term<br>Mary Giuliani, 409 Susan Lane, Three-Year Term |
| <u>Zoning Board of Appeals</u>          | Neil Trilling, 400 Oakwood Drive, Three-Year Term                                                  |
| <u>M-T Bikeway Commission</u>           | John Liegeois, 513 Park Crest Drive, Three-Year Term                                               |
| <u>Community Development Authority</u>  | Greg Mueller, 121 S. Main Street, Four-Year Term                                                   |
| <u>Business Renaissance Commission</u>  | Steven Giuntoli, 513 Heidel Road                                                                   |

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to approve the citizen appointments to the above listed volunteers. **MOTION CARRIED UNANIMOUSLY.**

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**STAFF APPOINTMENTS:**

|                                      |                                     |
|--------------------------------------|-------------------------------------|
| <u>Clerk/Treasurer</u>               | Dianne S. Robertson, Four-Year Term |
| <u>Emergency Government Director</u> | Andy J. LaFond, Two-Year Term       |
| <u>Attorney</u>                      | Robert L. Feind, Jr., Two-Year Term |
| <u>Assessor</u>                      | Michael Grota, Two-Year Term        |
| <u>Engineer</u>                      | Michael Campbell, Two-Year Term     |
| <u>Auditor</u>                       | John Knepel, One-Year Term          |

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Beck to approve the staff appointments to the above listed staff members. **MOTION CARRIED UNANIMOUSLY.**

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|                         |         |
|-------------------------|---------|
| NEXT RESOLUTION NUMBER: | 2013-13 |
| NEXT ORDINANCE NUMBER:  | 2013-05 |

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**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

**IV. UNFINISHED BUSINESS**

Trustee Lange was asked by Jeff Hamilton from Sprecher to make an announcement. Mr. Sprecher was planning to have a proposal to the Board but has received boycotts from the Ozaukee County Tavern League saying if they were to go forward with the beer garden in Thiensville that the Tavern League would pull all of their products off the shelves. Mr. Hamilton is currently trying to resolve the issue but no one is returning his calls. Therefore Mr. Hamilton is trying to have someone other than Sprecher man the beer garden. Trustee Kucharski will try to make contact with the Tavern League.

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**XV. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE APRIL 15, 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
  - 1. Schmit Ford \$100 for Bike Safety Day
  - 2. Mequon-Thiensville Optimist Club \$150 for Bike Safety Day
  - 3. Thiensville-Mequon Lion's Club \$5,000 for Village Park Improvement Fund
  - 4. Thiensville-Mequon Lion's Club \$1,000 for Baseball Cards & Bike Safety Day

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to accept the gifts from Schmit Ford \$100 for Bike Safety Day, Mequon-Thiensville Optimist Club \$150 for Bike Safety Day, Thiensville-Mequon Lion's Club \$5,000 for Village Park Improvement Fund, and Thiensville-Mequon Lion's Club \$1,000 for Baseball Cards & Bike Safety Day with gratitude. **MOTION CARRIED UNANIMOUSLY.**

- 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. Family Fun Before the Fourth Parade, June 29, 2013
- H. June 4, 2013 Review of Proposals to purchase Village owned property on Main Street

Trustee Treffert would like the idea of Creekside Plaza to be on the next COW (name idea for area north of the Old Village Hall.) The agenda should include architectural requirements for Creekside Plaza. President Mobley commented that he and Administrator Robertson had a meeting with Mequon Mayor Abendroth and City Administrator Lee Szymborski and discussed Main Street water, Christmas Tree lighting, the Branding Committee, and the Madero project. The meeting was very cordial. Trustee Treffert commented that Mayor Abendroth will be a hands on mayor. Trustee Beck feels that Greg Steinbrenner, 211 S. Orchard Street, would be a great member of the Branding Committee. There needs to be two members and maybe an alternate member should be assigned. Trustee Treffert feels the branding appointments should come from the leadership of the Renaissance Committee.

**MOTION** by Trustee Beck, **SECONDED** by Trustee Treffert to reconsider the appointment to the Branding Committee. **MOTION CARRIED UNANIMOUSLY.**

**MOTION** by Trustee Beck, **SECONDED** by Trustee Treffert to appoint Randy Pasternak and Greg Steinbrenner to the Branding Committee with Paul Jirovetz as an alternate. **MOTION CARRIED UNANIMOUSLY.**

Bike to work week went well. President Mobley and Trustee Treffert went on a bike ride as well as the Mayor and his wife and also John Leogois of the MT Bike Committee.

**XVI. ADJOURNMENT**

**MOTION** by Trustee Treffert, **SECONDED** by Trustee Holyoke to adjourn the meeting at 7:25PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Approved by,

Susan R. Conway  
Administrative Assistant

Dianne S. Robertson  
Village Clerk