

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, August 19, 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	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 (excused)	
	Police Chief Scott Nicholson (excused)	

III. PLEDGE OF ALLEGIANCE

Trustee Beck led the recitation of the Pledge of Allegiance.

CONSENT AGENDA

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. July 15, 2013

V. DEPARTMENT REPORTS (Receipt)

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

VI. COMMITTEE REPORTS

- A. Committee of the Whole**
1. August 5, 2013
2. August 12, 2013 Special

VII. REPORTS AND COMMUNICATIONS

- A. Historic Preservation Commission**
 - 1. July 16, 2013
- B. Plan Commission**
 - 1. August 6, 2013
- C. Business Renaissance Committee**
 - 1. July 29, 2013
 - 2. March 9, 2013 Sub Committee
 - 3. July 16, 2013 Sub Committee
 - 4. July 24, 2013 Sub Committee
 - 5. August 5, 2013 Sub Committee
 - 6. August 12, 2013 Sub Committee
- D. Capital Expenditures**

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

BUSINESS AGENDA

VIII. FINANCIAL REPORTS AND ACCOUNTS PAYABLE

- A. Accounts Payable For All Funds**
 - 1. **Accounts Payable**
 - a. July 13, 2013 through August 16, 2013

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve the accounts payable in the amount of \$392,827.86 from July 13, 2013 through August 16, 2013. **MOTION CARRIED UNANIMOUSLY.**

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

Financial report was received.

IX. PRESIDENT'S REPORT

- A. Appointments**
 - 1. **Liquor License:**
 - 2. **Operators Licenses:**
 - 3. **Fire Department Members:** Tamara A. Rohr and David R. French & David J. Friesema and Joshua D. Groeschl subject to background investigations

MOTION by Trustee Heinritz, **SECONDED** by Trustee Lange to approve new members Tamara A. Rohr and David R. French to the Thiensville Fire Department. **MOTION CARRIED UNANIMOUSLY.**

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to approve new members David J. Friesema and Joshua D. Groeschl to the Thiensville Fire Department subject to background checks. **MOTION CARRIED UNANIMOUSLY.**

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X. ADMINISTRATOR'S REPORT

A. Department Reports

1. Administrator's Report

Village Owned Properties on Main Street

Negotiations for proposed developments continue.

Former M & I Property

The continued process calls for the review of the demolition permit at the Historic Preservation Commission. This will not happen until the October meeting so that the Plan Commission can meet regarding the proposal on Tuesday, September 10, 2013 and then allow time for discussion before the Historic Preservation Commission meets.

Laurel Acres Water Distribution Project

The final construction costs have not yet been reported by the Mequon Water Utility. Therefore, the final special assessment amount is not known. A final resolution will be presented when those actual costs are finalized.

MMSD Report

The 2012 Milwaukee Metropolitan Sewerage District's Comprehensive Annual Financial Report and Journal of Proceedings is available in the Administrator's Office. It is also available online at www.mmsd.com.

Estimated Population

The Village estimate for population as of the January 1, 2013 population is 3,223. The 2012 population was 3,228 and the 2010 census population was 3,235.

2013 Recycling Grant

The 2013 Recycling Grant application has been submitted.

2013 vs. 2012 Equalized Valuation

Below are the equalized values comparing 2013 with 2012. This represents a .94% decrease. County-wide the highest decrease in equalized value was the Village of Grafton at -9.98% and the only increases were the Town of Cedarburg at +1.91% and Town of Grafton at +.35%. (All others were negative)

Year	Real Estate	Personal Property	Total
2013	295,791,300	2,599,300	298,390,600
2012	<u>298,768,100</u>	<u>2,440,800</u>	<u>301,208,900</u>
Difference	-2,976,800	158,500	-2,818,300

	Base Value	Current Value	Increment
TID District			
2013	16,826,900	49,225,000	32,398,100
2012	<u>16,826,900</u>	<u>50,195,600</u>	<u>33,368,700</u>
Difference	0	-970,600	-970,600

Administrator Robertson included the Ozaukee County Equalization Report for reference. Administrator Robertson has estimated the Village of Thiensville's equalized ratio at 108.89% of fair market value compared to 2012 of 108.02%. The "revaluation" rule states that your equalized value needs to be between 110% and 90% of fair market value.

Net New Construction

Some bad/challenging news, the new construction percentage for the Village is -.02% compared to +.42% for 2012. This mainly was caused by former taxable properties that are now tax exempt by virtue of the fact that they are owned by the Village. This is part of the formula that is used for the State imposed levy limits.

Incoming Revenue

\$	2,305.85	2 nd Quarter 2013 AT&T Franchise Fees
	5,674.16	2 nd Quarter 2013 Time Warner Cable Franchise Fees
	10,969.37	2013 Fire Dues

Administrator Robertson received an email from Linda Bendix, the Library Director and the Library Board unanimously approved having the Village of Thiensville act as their fiscal agent. The vote was 9-0. The Board wants to discuss this at the COW.

The issues with Laurel Acres Water and the contractor through Mequon Water Utility regarding the problems with ditches and yards are being addressed.

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

Inspection report was received.

XI. ATTORNEY'S REPORT

XII. COMMITTEE REPORTS

- A. Review and approval of Resolution No. 2013-14 approving a Software Maintenance Agreement with Transcendent Technologies, LLC

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to approve Resolution No. 2013-14 Approving a Software Maintenance Agreement with Transcendent Technologies, LLC. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Resolution No. 2013-15 Adopting the Ozaukee County All Hazards Mitigation Plan

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution No. 2013-15 Adopting the Ozaukee County All Hazards Mitigation Plan. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and approval of Resolution No. 2013-16 Granting Easements to WE Energies to Bury Facilities at 108-136 N. Main Street

They will be buried under the sidewalk.

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to approve Resolution No. 2013-16 Granting Easements to WE Energies to Bury Facilities at 108-136 N. Main Street. **MOTION CARRIED UNANIMOUSLY.**

- D. Review and approval of Ordinance No. 2013-05 Pertaining to Sign Location Requirements

Trustee Heinritz feels the new language is simple and more readable.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Lange to approve Ordinance No. 2013-05 Pertaining to Sign Location Requirements. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval of Accepting the Plan Commission Resignation of Samuel Cutler and appointment of Michael Dyer to fill the term to expire 4/2016

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to accept the Plan Commission resignation of Samuel Cutler and appointment of Michael Dyer to fill the term to expire 4/2016. **MOTION CARRIED UNANIMOUSLY.**

- F. Review and approval to Waive the First One-Half Hour of Planner Charges to all Applicants for Permits and to Provide a Good Faith Estimate

MOTION by Trustee Treffert, **SECONDED** by Trustee Heinritz to approve waiving the first one-half hour of planner charges to all residents for permits and to provide a good faith estimate excluding developers. **MOTION CARRIED UNANIMOUSLY.**

- G. Review and approval to Waive the \$253.90 Fee that was Charged to Get Approval of a Little Free Library Box at 102 S. Main Street

Trustee Heinritz does not feel that there is an adequate section in the code to handle the little free library boxes. He does not feel that this person should be billed for doing something nice. President Mobley feels that this problem will not arise with the new fee structure going forward and retroactively going back and waiving the fee. President Mobley will meet with the person and make sure that she is not adversely affected. Trustee Kucharski stated that the individual came to the Plan Commission and did not know she would be charged. President Mobley stated he will take care of the bill personally. Trustee Beck feels that President Mobley is resolving the issue with a very kind solution. Trustee Beck commented that there will be an advantage to a good faith estimate for future residents.

MOTION by Trustee Treffert, **SECONDED** by Trustee Beck to retract the recommendation to waive the \$253.90 fee that was charged to get approval of a little free library box at 102 S. Main Street.

Ayes: Trustees Beck, Lange, Treffert and President Mobley.

Naes: Trustees Heinritz, Holyoke, and Kucharski.

MOTION CARRIED.

- H. Review and approval to Waive the \$132.70 Fee that was Charged to Investigate a Corner Lot Setback Issue at 300 West Street

Trustee Holyoke stated that this is a moot point because he has paid the bill. His request was as a private citizen with a private problem and was not asking for favoritism as a Trustee. Trustee Holyoke would like a copy of the report.

MOTION by Trustee Treffert, **SECONDED** by Trustee Beck to retract the recommendation to waive the \$132.70 fee that was charged to investigate a corner lot setback issue at 300 West Street.

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

Naes: Trustee Heinritz

MOTION CARRIED.

- I. Review and acceptance of the 2013 Thiensville Fire Department Annual Report

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to accept the 2013 Thiensville Fire Department Annual Report. **MOTION CARRIED UNANIMOUSLY.**

- J. Review and acceptance of the 2013 population estimate by the Wisconsin Department of Administration

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to accept the 2013 population estimate by the Wisconsin Department of Administration. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2013-17
NEXT ORDINANCE NUMBER:	2013-06

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

September 25, 2013 is the Business Forum at Shully's.

XIV. UNFINISHED BUSINESS

XV. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE JULY 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. Mequon-Thiensville Optimist Club, \$305.88, Safety Town
 - 2. Thiensville-Mequon Lions Club, \$1,500, Special Police

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to accept the gifts from the Mequon-Thiensville Optimist Club, \$305.88 for Safety Town and the Thiensville-Mequon Lions Club, \$1,500 for the Special Police with appreciation to the service clubs. **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

XVI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to adjourn to closed session at 6:45PM deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding property sale and purchase.

- 1. Roll Call Vote

Ayes: Trustees Beck, Heinritz, 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 7:15PM. **MOTION CARRIED UNANIMOUSLY.**

- 2. Review and action on closed session matters.

The COW and the Board Meeting will be on September 16, 2013.

XVII. ADJOURNMENT

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to adjourn the meeting at 7:16PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Approved by,

Susan R. Conway
Administrative Assistant

Dianne S. Robertson
Village Clerk