

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, June 17, 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 (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 Holyoke 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. May 20, 2013

V. DEPARTMENT REPORTS (Receipt)

- A. Department Reports** (Receipt)
1. Fire Department
 - a. May, 2013
 2. Police Department
 - a. May, 2013
 3. Public Works Department (not complete)
 - a. May, 2013

VI. COMMITTEE REPORTS

- A. Committee of the Whole**
 1. June 4, 2013 (not complete)

VII. REPORTS AND COMMUNICATIONS

- A. **Historic Preservation Commission**
 - 1. May 8, 2013
- B. **Plan Commission**
 - 1. June 3, 2013 (not complete)
- C. **Business Renaissance Committee**
 - 1. May 27, 2013 (not held)
- D. **Board of Review**
 - 1. May 28, 2013
- E. **Capital Expenditures**

MOTION by Trustee Beck, **SECONDED** by Trustee Holyoke 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. May 18, 2013 through June 14, 2013

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve the accounts payable from May 18, 2013 through June 14, 2013 in the amount of \$309,648.56. **MOTION CARRIED UNANIMOUSLY.**

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

Financial report was received.

IX. PRESIDENT'S REPORT

- A. **Appointments**
 - 1. **Liquor License:**
 - 2. **Operators Licenses:**
 - a. **New:**
Walgreens – Aaron C. Baker

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to approve a new operator's license to Aaron C. Baker. **MOTION CARRIED UNANIMOUSLY.**

**Board of Trustees, meeting minutes
June 17, 2013, page three of six**

b. Renewal

Thiensville Fire Department and Thiensville Fire Department
Corporation members for snack shack

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve the Fire Department and Fire Department Corporation members for renewal of their operator's licenses. **MOTION CARRIED UNANIMOUSLY.**

c. Denial

3. Fire Department Members:

4. Parade/Street Closing Permit:

X. ADMINISTRATOR'S REPORT

A. Department Reports

1. Administrator's Report

Green Bay Road

As of today the asphalt base and the stormwater under drains have been completed. Remaining is the final course and the striping. The project is expected to be completed by mid July.

Village Owned Properties on Main Street

President Mobley and Administrator Robertson have met with all the people that submitted the 3 proposals. They will meet with the 3 parties again before they present their final pitch to the Plan Commission and the Village Board on August 6th, in conjunction with the Plan commission meeting. The COW will still be held on August 5th.

Former M & I Property

The new owners of the former M & I property, MSP Development, LLC have told staff that they will be submitting a plan around July 8th to develop the property. They have scheduled a meeting on July 24th to present their plans to the general public at Shully's. The schedule is to have them present their plans along with a draft Developers Agreement and a PDO Agreement jointly with the Plan Commission on Tuesday, August 6th. This may be a joint meeting with the Historic Preservation Commission for their feedback and approval.

Laurel Acres Water Distribution Project

The closing has been held for the Special Assessment B Bonds and the funds have been wired to the Village. Payments continue to be collected. The restoration is scheduled to be completed in mid July. A revised final resolution will be submitted to the Village Board once actual and final costs have been determined.

Stormwater Permit

The Village and the City of Mequon filed for a joint Stormwater Permit with the Wisconsin Department of Natural Resources. This joint permit was approved on June 12th. The Village applied a little earlier to avoid more stringent permit requirements that would take effect in September of 2013. This is good news for the 2 communities.

Board of Review

The 2013 Board of Review was held on Tuesday, May 28, 2013. There was one appeal. There were no changes made by the Board of Review.

**Board of Trustees, meeting minutes
June 17, 2013, page four of six**

2013 Assessed Values

The 2013 Assessed Value comparisons for both the entire Village and the TIF District are detailed below.

Entire Village – there was a decrease of \$440,731 or .135%

TID Only – There was a decrease of \$569,053 or 1.05%

The main reason for the decrease was the purchase of property by the Village, which made the parcels tax exempt. This will be mitigated when the properties are sold.

It is estimated that the Village assessments are now at 114% of fair market value.

Pigeon Creek LOMR

The Pigeon Creek LOMR (Floodplain Map) was approved by FEMA on May 30, 2013. All of the hard work and waiting is now done.

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

Inspection report was received.

XI. ATTORNEY'S REPORT

XII. COMMITTEE REPORTS

- A. Review and approval of appointing John Mikyska III as Public Works Working Foreman

Director of Public Works Andy LaFond reported that there were two people that applied and participated in an oral interview with him, President Mobley and Administrator Robertson.

MOTION by Trustee Treffert, **SECONDED** by Trustee Beck to appoint John Mikyska III as Public Works Working Foreman. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval to allow the Village Administrator to execute the Village Parking Lot/Park Project to the most advantageous bid

Administrator Robertson reported that the market for bids is very cold right now. There are some municipalities that had a project out for bid and they received no bids at all.

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to allow the Village Administrator to execute the Village Parking Lot/Park Project to the most advantageous bid. **MOTION CARRIED UNANIMOUSLY.**

**Board of Trustees, meeting minutes
June 17, 2013, page five of six**

- C. Review and approval of allowing the TBA to move the Farmer's Market from the parking lot to the grass in Village Park

Jesse Daily was in attendance and the first market was a great success with over 1,000 attendees. Some of the problems were tight quarters in the parking lot, lack of shade and parking issues. Mr. Daily is proposing using some of the grassy area in the park near the walking path on July 16 as the market begins to grow with produce coming in. Public Works Director Andy LaFond has concerns with vehicles in the park. The helpers for the farmers used up parking spaces, if the helpers could park further away that would be helpful. There were concerns with older citizens getting to the park and parking issues since they can't walk very far. There will be five pull carts at the next market for people to use. The prime times were from 9AM to 1PM and from 3PM to 5PM. There has been discussion on having a "Taste of Thiensville" where local vendors supply their specialties.

Jesse Daily will continue to work with Director of Public Works Andy LaFond and Administrator Robertson on vendor park locations as needed.

- D. Review and approval of Resolution No. 2013-13 Renewing Participation in the Multi-County HOME Consortium Program

Administrator Robertson commented that this is an ongoing agreement that if the Village does not cancel there is no action needed. This is a renewal every five years.

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve Resolution No. 2013-13 Renewing Participation in the Multi-County HOME Consortium Program. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval to forgo the grant for the Riverwalk extension and authorize Public Works crew to complete the work as designed

Administrator Robertson stated there are two reasons for this request. When the Village applied for upgrades to the park bathrooms and the Riverwalk Bridge the DNR came back and stated they did not have enough grant money for the Village to do both pieces of the application but had another federal grant available that included a lot of restrictions. With this new information Director of Public Works Andy LaFond volunteered his department to do the work and this will be much more cost efficient and will save about \$25,000. This will earn the Village points for a future grant and the Riverwalk extension will get done earlier.

MOTION by Trustee Kucharski, **SECONDED** by Holyoke to approve forgoing the grant for the Riverwalk extension and authorize the Public Works crew to complete the work as designed. **MOTION CARRIED UNANIMOUSLY.**

- F. Schedule the July Board/COW meeting for July 8th or July 15th

The Village Board decided to have the July Board meeting on July 15th.

NEXT RESOLUTION NUMBER:	2013-14
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 MAY 20, 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. Family Fun Before the Fourth Parade, June 29, 2013

Trustee Treffert stated that there are two items that are under review at the state budget right now that would be harmful to municipalities and one is the charging of fees, the various fees could be challenged by anyone and it would be up to the municipality to defend the challenge. The other item is stormwater management and that the DNR would take it over. Common sense should prevail.

XVI. ADJOURNMENT

MOTION by Trustee Holyoke, **SECONDED** by Kucharski to adjourn the meeting at 6:52PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Approved by,

Susan R. Conway
Administrative Assistant

Dianne S. Robertson
Village Clerk