

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, August 4, 2014

**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 (6:05PM)
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. July 7, 2014
 2. July 14, 2014 Special Board

V. DEPARTMENT REPORTS (Receipt)

- A. Department Reports (Receipt)**
1. Fire Department
 - a. June, 2014
 2. Police Department
 - a. June, 2014
 3. Public Works Department
 - a. June, 2014

VI. COMMITTEE REPORTS

- A. Committee of the Whole**
1. August 4, 2014 (regular board)

VII. REPORTS AND COMMUNICATIONS

Board of Trustees, meeting minutes

August 4, 2014, page two of nine

- A. **Historic Preservation Commission**
 - 1. June 23, 2014
 - 2. July 9, 2014
- B. **Plan Commission**
 - 1. July 8, 2014 (not held)
- C. **Business Renaissance Committee**
 - 1. June 30, 2014
- D. **Capital Expenditures**

MOTION by Trustee Holyoke, **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. June 14, 2014 through July 18, 2014

MOTION by Trustee Heinritz, **SECONDED** by Trustee Lange to approve the accounts payable in the amount of \$376,728.43 from June 14, 2014 through July 18, 2014. **MOTION CARRIED UNANIMOUSLY.**

- b. July 19, 2014 through August 15, 2014
Authorization for the Village Administrator to release usual and customary bills

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to authorize the Village Administrator to release usual and customary bills from July 19, 2014 through August 15, 2014. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. July, 2014

The financial report was received. ■

IX. PRESIDENT'S REPORT

- A. **Appointments**
 - 1. **Temporary Class B Beer:**
 - a) Steel Shoe Fund, Suburban Harley Festival, August 28-31, 2014

MOTION by Trustee Beck, **SECONDED** by Trustee Holyoke to approve a temporary Class B Beer License for Steel Shoe Fund, Suburban Harley Festival, August 28-31, 2014 contingent upon approval of the background checks for all bartenders and that all bartenders be licensed. **MOTION CARRIED UNANIMOUSLY.**

Board of Trustees, meeting minutes

August 4, 2014, page three of nine

2. **Operators Licenses-New:**
 - a) **Shully's:** Linda A. Mills

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to approve a new operator's license for Linda A. Mills. **MOTION CARRIED UNANIMOUSLY.**

3. **Operators License Renewal:**
4. **Miscellaneous:**
 - a) **Parade/Street Closing Permit:** Thiensville Business Association
HHS Homecoming Parade, Friday, October 10, 2014, 4PM to 5PM

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to approve the parade/street closing permit for the Thiensville Business Association HHS Homecoming Parade, Friday, October 10, 2014, 4PM to 5PM. **MOTION CARRIED UNANIMOUSLY.**

- b) **Thiensville Fire Department Member:** Kelvin T. Taylor

MOTION by Trustee Heinritz, **SECONDED** by Trustee Lange to approve Kelvin T. Taylor as a new member to the Thiensville Fire Department. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

- A. Department Reports**
 1. Administrator's Report

Alta Loma/Madero/Bel Aire/Crescent Project

The paving is complete and the public works department connected the sump pumps to the storm sewer.

Main Street Project

Design plans continue to be worked on by Ruekert & Mielke.

Board of Review

The Board of Review has not adjourned yet. The appeal of 57 condominium owners was heard. The appellants and the attorney for the assessor will be writing briefs for the Village Attorney Robert Feind. The Village has hired Attorney John DeStefanis to represent the Village Assessor. A decision is expected by the Board of Review in September. **MOTION CARRIED UNANIMOUSLY.**

2. Building Inspection Department (Receipt)
 - a. July, 2014 Report

Inspection report was received.

XI. ATTORNEY'S REPORT

XII. COMMITTEE REPORTS

- A. Review and approval of a grant or a 10-year no interest loan agreement to CORE Consulting LLC in an amount not to exceed \$60,000 for a class 1 hood, equipment and electrical service at 105 S. Main Street with consideration of the historic structure needing extensive renovation and authorization for the Village President and Village Clerk to sign the agreement when final figures are known

This is a loan with a balloon note so that the Board can reconsider it after 5 years. Attorney Feind recommended that CORE Consulting (Jesse Daily) contracts with the individual entities to complete this project and then the Village issues the check to CORE Consulting and to the vendor. This way the Village will know exactly what the costs were and the Village Board can decide whether this is a loan a grant or a combination thereof.

Trustee Treffert would have had liked to have had a closed session on this topic but there were several previous closed session on this matter. Trustee Treffert asked if this property has its own parking lot and the answer is it does not. Trustee Treffert is bothered by this fact and has concerns with the loan. President Mobley commented that there can be alterations to the agreement, it has not been finalized. Trustee Treffert would like to see some parking for the property. CORE did purchase the building next door which has a parking lot. Mr. Daily commented that the parking lot will be mostly used for the restaurant and the municipal lot to the west will be used for employees of CORE.

Trustee Holyoke would like to see the loan turned into a grant by reducing the loan by \$1,000 a month for up to 5 years to CORE. Trustee Lange would also like to see something a little more formalized in lieu if other Thiensville businesses wanted to participate in something like this. President Mobley commented that this corner at 105 S. Main Street has been tremendously cleaned up and in his own mind the Village would have had to spend far more than \$60,000 to clean it up as nicely as it is.

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve a 10 year no interest loan amortized over 20 years with monthly payments of \$250.00; conditioned upon receiving a parking lot agreement with the Village being able to have assignment of the lease and issuing the Village the right of first refusal for the property at 105 S. Main Street if something happens to the business. Also, if a grant program is formed in the future CORE would be able to have this loan turned into a grant. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Eagle Scout Project by Jacob Heilmann, Troop #852 to provide a life jacket loaner board in Village Park

Mr. Jacob Heilmann was in attendance and gave a power presentation that showed a life jacket loaner board. It is a wooden structure that holds life jackets for the public to use. This program started in Alaska and Mr. Heilmann's uncle helped start the program. There are permanent structures and non permanent structures available and there will be children sizes to adult size life jackets available. The life jackets are coast guard certified. Trustee Heinritz asked if there was any liability on the part of the Village. Director of Public Works Andy LaFond answered that the Village will find this out but this will help with safety for boaters and/or fishermen. A non-permanent structure could be prone to theft. This will happen in late October and Mr. Heilmann will work with Mr. LaFond on the particulars. The scouts will monitor when jackets need to be replaced because of wear & tear and should jackets be stolen.

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to conceptually approve the Eagle Scout Project by Jacob Heilmann, Troop #852 to provide a life jacket loaner board in Village Park with final approval by Director of Public Works. **MOTION CARRIED UNANIMOUSLY.**

August 4, 2014, page five of nine

- C. Review and approval of Proclamation to Shully's Cuisine and Events
Small Business of the Year by Ozaukee Economic Development

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve a proclamation to Shully's Cuisine and Events for being awarded Small Business of the Year by Ozaukee Economic Development. **MOTION CARRIED UNANIMOUSLY.**

- D. Review and approval of an agreement for auditing services with Baker Tilly
for years 2014-2018

Administrator Robertson reported that this is minimal increase of \$1,000 per year.

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to approve an agreement for auditing services with Baker Tilly for the years 2014-2018. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and discussion on the role of the TBRC and future projects that would
help with downtown business development

President Mobley reported that as the TBRC moves forward each year they are able to shape their work and their role in a way that best promotes the overall objectives of the Village. Trustee Beck commented that they would like to get some direction from the Board of Trustees as to what they would like to see from the TBRC. President Mobley commented that the budget is pretty well determined for the year 2015 between Main Street improvements, and park bathroom improvements. In four years, 2018 the TID (Tax Incremental District) expires. President Mobley reported on the past projects that have been done over the last few years and buildings that have been purchased along with purchasing capital equipment. Trustee Beck commented that the TBRC is a very knowledgeable group and they see the areas of the Village that could use some infusion of activity. They would like to go out and be spokesmen for the cause with very little misunderstanding from the Village Board. Administrator Robertson stated that if the TBRC knew of a business that would like to come here the TBRC could approach that business along with a Village Trustee or the Village President from a corporate level and entice them to come to Thiensville. For example a "Trader Joe's" at the Walgreens site (Phil Jennings). How much the committee/trustees want to spend to entice them here will shape what the effort will be and look like. The TBRC cannot be the entity that decides what to spend; it must be the Village Board.

Trustee Heinritz commented that the TBRC has a unique opportunity to bring things to the attention of the Village Board. The committee can focus on certain things like special development and to bring ideas to the Board.

Ms. Jennifer Abraham asked about the Master Plan for Thiensville that was created for the years from 1990 to 2010. Is this Master Plan being updated now? President Mobley responded that the Village has been operating under this plan and the Town Center Plan for the most part. Ms. Abraham would like some kind of strategy around the revitalization of old buildings and the development of new buildings for the future.

Trustee Treffert asked if the TBA could generate ideas to help the business district with signs and facades. This should be the TBRC's responsibility. Trustee Lange feels that the TBRC has energized the TBA. The formation of the TBRC led the moving of the Farmer's Market to the park and the influx of volunteers. Trustee Lange feels that the TBRC is a little more strategically focused than the TBA. The TBRC wants all the businesses to flourish and there is a lot of collective talent in the TBRC. Trustee Beck wants to know what they should be doing and what direction they should be taking.

Board of Trustees, meeting minutes

August 4, 2014, page six of nine

Mr. Steve Giuntoli resident of Thiensville and TBRC member was present and he reiterated that they are looking for direction and wanted to know if they are suppose to look at the whole Village or focus on certain areas? Are they to bring in new business or focus on existing business? Without any direction from the Village Board the committee might not provide the best value or the best recommendation so what is the Village Board looking for?

Mr. George Coulter, member of TBRC was present and he sees the TBRC as an advisory group who has the enthusiasm to do what is needed to look at a lot of different areas and a lot of different avenues. He does not want to presume what is best and what is not best but as advisories they could bring their ideas to the Board. Trustee Beck commented that Mr. Coulter has some very ambitious ideas that he wants to see happen. President Mobley stated that part of the strategic planning is also being able to connect possibilities that are financially possible versus ideas that are not financially possible. There will an interesting transition when we approach the end of the TID.

Trustee Treffert commented that he was on a similar committee when he first moved here but it was very frustrating because there was no money available and no participation from the Village Board. Trustee Treffert commended everyone present and those on the committee. There need to be specifics from the TBRC if there is funding needed and then the Village Board could react to those specifics. President Mobley stated that the projects that are in the works for the 2015 budget, Main Street and the Village Park will absorb funds but after this the Board can choose a target that they so desire. Trustee Beck commented that a pool of money could be developed for projects. Trustee Treffert added that he is all in favor of adding improvements to the Village Park but it will not add any money to the revenue stream of the Village. This TBRC group is a conduit to helping the businesses and the value of the downtown and increasing our tax base. President Mobley stated that the TBRC could raise money for some of the projects. Trustee Kucharski feels that it would be good to have as many sets of eyes as possible talking to potential businesses that come here versus having less people. Certain people may have certain contacts.

President Mobley did state that he does not want the TBRC or any sub groups to try to change the sign code or try to implement any changes to the sign code. This new sign code went through a long process and although it may not be perfect it is working to a large extent. Disorder and confusion is the enemy of implementing the sign code.

Jim Heyer – Alta Loma Circle

Mr. Heyer has been involved in a lot of strategic planning in his life and since the TBRC is a very lively group he does not feel the Board should overly structure or channel the committee. The TBRC should bring forth their creative ideas and creative opportunities for those ideas to be evaluated and prioritized.

This discussion was very helpful to all.

F. Re-Introduction of Native Fish into the Milwaukee River and the potential role of Director of Public Works Andy LaFond and Trustee John Treffert (Trustee Treffert)

Director of Public Works Andy LaFond reported that there was an article on this topic in the Milwaukee Journal and in Wisconsin Sportsman. This all came about from a former engineer from Ruekert & Mielke that is now the Pewaukee Sanitation District Manager who started a “Walleyes for Tomorrow” Chapter. He had sent Mr. LaFond an email along with other people that worked with the Milwaukee River. The whole idea is that the fish passage program was built to help native fish, primarily northern and walleye. The northern are coming through the fish passage but not the walleye. There is not enough of a spawning population to regenerate the species. The Village fish passage has been recognized on a state touring level through the Department of Natural Resources. With the program walleye will be captured in the Spring season and then they harvest the eggs from the fish and then bring a walleye wagon/trailer to the park where people can watch the eggs hatch which is a 23 day cycle and then release the walleye into the river. This will not cost the Village any money and will be very educational for the public.

Board of Trustees, meeting minutes

G. Discuss September meeting schedule

The next meeting will be held on September 15, 2014.

H. Review and update on Mequon/Thiensville Sewer Interceptor Project

Director of Public Works, Andy LaFond gave an update on the Mequon/Thiensville Sewer Interceptor Project. The televising was done from Cedarburg Road to Donges Bay Road in Mequon and the majority of the pipe is in poor condition. For Mequon, this will be a multi-year project where Thiensville's portion will come from reserves and the longer we wait the more it will cost. The City of Mequon needs to get an engineer on board so both parties can get a cost estimate of the project. The most critical portion of the project is underneath the road from Mequon Road to about 300 feet south of the Piggly Wiggly parking lot. After that area the critical area is in the ditch line outside the road. The traffic weight carries the most risk which would be taken care of first. The Village share of the cost is 33% which could be around \$330,000. Trustee Treffert would like to see a letter written to the City of Mequon and each council member to communicate the issues of this topic. Administrator Robertson stated that there is a separate reserve for the sewer lift station and the Village has sewer reserves available. The City of Mequon needs to understand the severity of the sewer problem which is why the Village Board wants to communicate with them. President Mobley will be talking to the City Mayor on an informal basis on several items and the sewer main is one thing, branding is another, entryway and traffic patterns are also concerns from the Board. Trustee Beck also talked about the downtown area and being more in sync with the City of Mequon. The entryway, branding and traffic patterns are components of the Town Center Plan. President Mobley asked what the timeframe should be on his discussion with the City Mayor and the Board agreed that by November 1, 2014 would be appropriate.

NEXT RESOLUTION NUMBER:	2014-11
NEXT ORDINANCE NUMBER:	2014-04

XIII. BUSINESS FROM THE FLOOR

A. Citizens to be Heard

1) Hear Kristina Eckert regarding allowing chickens

Ms. Kristina Eckert was in attendance. Ms. Eckert is requesting that Village residents be allowed to keep chickens confined in their backyards in small pens with a maximum of four chickens per household. Across the country many urban and suburban areas are allowing small flocks of hens. Hens are very quiet and require less maintenance than a small dog. They eat compost, they are good for the soil, and they eat bugs and keep insects down. Predators are not a problem if the chickens are kept in their pens. There is currently an ordinance against chickens in Thiensville. Trustee Holyoke is all for having chickens. The question came up as to whether Mequon allows chickens and Ms. Eckert said her sister lives in Mequon and she has chickens. Director of Public Works Andy LaFond stated that the City of Mequon tabled the discussion when the topic was before them but chickens are allowed if you have 10 acres or more in Mequon. Trustee Beck feels that chickens are a nuisance.

President Mobley commented that in order to change the ordinance this item will have to be put on the agenda. Ms. Eckert feels that there will be only a few people that will actually have chickens if this were to pass.

Jim Heyer – 226 W. Alta Loma Circle

Mr. Heyer wants to know what he needs to do to have the Board conduct an audit on the enforcement of boat storage in 2013. He would like to see consistency of enforcement of this ordinance. Mr. Heyer was written up with a citation for not adhering to the ordinance regarding boat storage and he feels violated. He wanted advance notice due to the harsh winter we had.

Open to any citizen who wishes to speak on items not on the agenda. Please step to the podium and give your name and address for the record.

XIV. REPORTS AND COMMUNICATIONS

- B.** Plan Commission
- C.** Frank L. Weyenberg Library
- D.** Mid-Moraine Legislative Committee
- E.** Historic Preservation Commission
- F.** Telecommunication & IT Oversight Committee
- G.** C.D.A.
- H.** Bike Trail Committee
- I.** Farmland Preservation Committee
- J.** Thiensville Business Association/Renaissance Committee
 - 1) Update on Screen on the Green event (Trustee Lange)

Trustee Lange gave a brief update on the screen on the green event. The cost was about \$1,300 and it was very successful and included kids' activities and root beer floats. Trustee Lange is looking for sponsors for next year. Trustee Lange shared a 90 second video on the screen on the green event.

XV. UNFINISHED BUSINESS

XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE JULY 7, 2014 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) M-T Junior Woman's Club, \$500 Thiensville Fire Department

The octagon buildings need repair. This donation could be used to make those repairs.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Beck to approve the donation from the M-T Junior Woman's Club of \$500 to the Thiensville Fire Department and the money could be used for repair and maintenance of the octagon buildings. **MOTION CARRIED UNANIMOUSLY.**

- D.** Dialog with Mequon regarding water utility service
- E.** Review next month's meeting date schedule

Resident John Rosing from 512 Alta Loma Drive is raising money to help with painting and a new roof for 418 E. Freistadt Road and the project begins on the week of August 11, 2014. The owner is 93 years old and lives with her daughter and the home is an original farmhouse that was built by the owner's parents.

XVII. ADJOURNMENT

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to adjourn the meeting at 8:20PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Approved by,

Susan R. Conway
Administrative Assistant

Dianne S. Robertson
Village Clerk