



VILLAGE OF THIENSVILLE
Committee of the Whole
MINUTES

DATE: Monday, June 20, 2022

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

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

II. ROLL CALL

PRESIDENT:	VAN MOBLEY
TRUSTEES:	JENNIFER ABRAHAM ANGELINA APOSTOLOS KRISTINA ECKERT ROB HOLYOKE KENNETH KUCHARSKI DAVID LANGE
ADMINISTRATOR:	COLLEEN LANDISCH-HANSEN
ATTORNEY:	AMBER HOLLRITH
STAFF:	FIRE CHIEF BRIAN REIELS POLICE CHIEF CURT KLEPPIN DIRECTOR OF COMMUNITY SERVICES/PUBLIC WORKS ANDY LAFOND VILLAGE CLERK AMY LANGLOIS

III. CITIZENS TO BE HEARD

A. Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you must pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

There was no correspondence received or citizens to be heard present.

IV. BUSINESS

A. Presentation, review and recommendation regarding the 2021 Financial Statements Prepared by Baker Tilly Virchow Krause & Co., LLP Presented by Auditor Wendi Unger (att)

Auditor Wendi Unger was in attendance and gave an overview of the 2021 Financial Statements prepared by Baker Tilly Virchow Krause & Co., LLP.

The objective of the audit was to express an opinion on the Village's financial statements. The audit produced an unmodified opinion, commonly referred to as a "clean" opinion which is the highest level of assurance you can receive from your Auditor. The financial statements are presented fairly in accordance with generally accepted accounting principles and there were no material weaknesses identified.

The Board thanked Auditor Unger.

MOTION by Trustee Lange, **SECONDED** by Trustee Eckert to recommend to the Village Board to accept the 2021 Financial Statements Prepared by Baker Tilly Virchow Krause & Co., LLP, Presented by Auditor Wendi Unger. **MOTION CARRIED UNANIMOUSLY.**

B. Presentation, review and recommendation regarding 2021 Thiensville Fire Department Annual Report (att)

The 2021 Thiensville Fire Department Annual Report was presented by Fire Chief Brian Reiels.

MOTION by Trustee Apostolos, **SECONDED** by Trustee Holyoke to recommend to the Village Board to accept the 2021 Thiensville Fire Department Annual Report. **MOTION CARRIED UNANIMOUSLY.**

C. Review and recommendation regarding Proclamation Honoring Fire Chief Brian Reiels on the Occasion of His Retirement, June 26, 2022 (att)

The Board thanked Chief Reiels for his service.

MOTION by Trustee Kucharski, **SECONDED** by Trustee Lange to recommend to the Village Board to approve Proclamation Honoring Fire Chief Brian Reiels on the Occasion of His Retirement, June 26, 2022. **MOTION CARRIED UNANIMOUSLY.**

D. Review and recommendation regarding Appointing Fire Chief David Bialk as Interim Fire Chief Due to Chief Brian Reiels Retirement

President Mobley thanked Chief Bialk for his involvement in the Joint Working Group and

for his service.

MOTION by Trustee Eckert, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve Appointing Fire Chief David Bialk as Interim Fire Chief Due to Chief Brian Reiels' Retirement, Effective July 1, 2022. **MOTION CARRIED UNANIMOUSLY.**

E. Review and recommendation regarding Applying for Ozaukee County Emergency Medical Services Grant from ARPA

Administrator Landisch-Hansen stated that the first item of business at the operational joint department meeting of the year was to apply for the ARPA funds allocated by the County. The application must be submitted individually by each municipality.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Abraham to recommend to the Village Board to approve Applying for Ozaukee County Emergency Medical Services Grant from ARPA. **MOTION CARRIED UNANIMOUSLY.**

F. Review and recommendation regarding Resolution No. 2022-08 Wisconsin Department of Natural Resources NR 208 - 2021 Compliance Maintenance Resolution (att)

Administrator Landisch-Hansen shared that this Resolution is a requirement from the Department of Natural Resources for the Village's Compliance Maintenance Annual Report (CMAR). Administrator Landisch-Hansen is anticipating an A grade in both the collection system and financial management.

MOTION by Trustee Lange, **SECONDED** by Trustee Apostolos to recommend to the Village Board to approve Resolution No. 2022-08 Wisconsin Department of Natural Resources NR 208 - 2021 Compliance Maintenance Resolution. **MOTION CARRIED UNANIMOUSLY.**

G. Review and recommendation regarding Resolution No. 2022-07 A Resolution For an Agreement Between the Village of Thiensville and Port Washington State Bank for the Connection of the Sump Pump Discharge to the Village of Thiensville Sanitary Sewer System (att)

Director LaFond stated that when Port Washington State Bank was constructed there was some petroleum products in the groundwater in the area due to the existence of an old gas station. There is an agreement with the Village that is permitted by MMSD to discharge the sump pump water to the sanitary sewer system. Port Washington State Bank reports on and pays for this. The initial agreement was for five years; Resolution No. 2022-07 will extend this agreement for another five years.

MOTION by Trustee Eckert, **SECONDED** by Trustee Lange to recommend to the Village Board to approve Resolution No. 2022-07 A Resolution For an Agreement Between the Village of Thiensville and Port Washington State Bank for the Connection of the Sump Pump Discharge to the Village of Thiensville Sanitary Sewer System. **MOTION CARRIED UNANIMOUSLY.**

H. Discussion regarding Trustee to Join President Mobley for Administrator Landisch-Hansen's Annual Review

Trustee Eckert volunteered to join President Mobley for Administrator Landisch-Hansen's annual review to be conducted later this summer.

I. Discussion and possible recommendation regarding Noon Whistle (Trustee Eckert)

Trustee Eckert inquired about the noon whistle and if it is mandatory to sound every day. After some research, Trustee Eckert learned that in Wisconsin, tornado sirens are tested on the third Wednesday of every month around noon in some counties; Walworth, Dane and Racine Counties test the first Saturday of the month at 4:00 PM. There was no evidence of daily tests throughout Wisconsin. There is a whistle that is referred to as a growl; a growl is defined as a quiet low volume sound. The whistle in Thiensville, Trustee Eckert stated, is loud and occasionally goes off twice a day. Trustee Eckert believes that safety is important and that the whistle should be tested but does not feel the need for it go off every day. Trustee Eckert recommends turning the volume down when tested and suggested once per week but preferably once per month.

Trustee Kucharski inquired if there are state requirements for the testing of the whistle. Chief Kleppin shared that Mequon tests every Saturday. The Mequon Police Department controls the whistle in Thiensville. Every Saturday, Mequon runs a 30-second test with a growl/test mode compared to the 2 minute and 30 second noon whistle in Thiensville. Mequon Police Chief Pryor did indicate that the siren in Thiensville can be set up differently. Trustee Apostolos inquired if the Thiensville siren is able to be set up with a growl sound. Chief Kleppin will look into this as well as any other requirements and noted the whistle can be changed back at any time. This change will be communicated to residents through Village Voice.

MOTION by Trustee Eckert, **SECONDED** by Trustee Apostolos to recommend to the Village Board to approve Adjusting the Noon Whistle to Sound as a Growl and to Only Go Off On Saturdays at Noon for 15-20 Seconds. **MOTION CARRIED UNANIMOUSLY.**

J. Discussion regarding Village Hall Study (Trustee Abraham)

Trustee Abraham would like to recommend that staff and their resources perform a preliminary study of Village Hall to determine the feasibility of this site and others in the Village for the newly formed fire department as well as suggestions for optimizing space for use by the Thiensville Fire Department, Thiensville Police Department, Department of Public Works and Administration.

The objectives of the study would be to develop recommendations for short and long-term disposition of Fire Department space, evaluate current use of space in the Thiensville Municipal Center and to create rationale for a 2023 budget item for an intensive study in order to develop options to present to the Thiensville Village Board and Southern Ozaukee Fire & EMS Department Board.

The first factor which prompted this recommendation is the need for a comprehensive evaluation of the entire facility. Trustee Abraham believes that facilities should be regularly assessed.

If Thiensville would like to maintain a site for the Fire Department, it needs to be determined what, if any, changes are needed to meet the minimum requirements for the new Fire Department as well as to look at other locations. Trustee Abraham believes that urgent commencement of this study is necessary. The Southern Ozaukee Fire & EMS Department project plan calls for facility implementation beginning in January, 2025.

Trustee Abraham recommended that each Board member tour the entire building, noticing the space used and how the departments relate to each other.

Examples of potential enhancements include but are not limited to general traffic flow, evidence processing room, booking area, office for Director of Community Services/Public Works, space appropriate for Fire Department use, friendlier space for victim witness interviewing, updated armory, garage space for the entire Police Department fleet, logistics of living vs. working space, accounting for safety and security needs for all three departments and decrease of redundancy of function and storage where possible. The recommended deliverables include: recommended short and long term options for Fire Department space, recommended enhancement of the entire building and recommended next step to include cost estimates for a detailed study in 2023.

Trustee Abraham would like an overhead assessment conducted and looked for direction from Director of Community Services/Public Works LaFond. The last remodel to the Village Hall was 10 years ago. President Mobley noted that the improvements made to Village Hall 10 years ago included the Board Room and Fire Department space. The new development and the consolidation with Mequon of the Fire Departments do require a great deal of staff time. This as well as inflation all come into consideration when considering additional projects.

Director LaFond suggested that due to the current work load of Village staff that an RFP for a consultant may be appropriate at this time. Staff could certainly information gather on the needs of each department, however, an architect would have more expertise pertaining to the use of the space.

Trustee Kucharski agrees with Trustee Abraham, however, believes there are other questions that still need to be answered in regards to the combined Fire Departments. Trustee Abraham would like to know the minimum requirements needed for a fire station in Thiensville.

Fire Chief Brian Reiels shared, having gone through this process, that any type of quality architect will spend time meeting with department heads which is a time-intensive process and can cost anywhere from \$100,000 - \$200,000 for a comprehensive study. Trustee Apostolos noted that a consultant that specializes in municipal functions would need to be used and suggested consulting with each department in lieu of hiring a consultant. Trustee Abraham believes the Thiensville facility will need to change and wants to be prepared.

President Mobley suggested discussing this at budget time.

K. Bird City Presentation

Kim Beck presented to the Board a proposal for Thiensville to be recognized as a Bird City. This is an organization that supports communities in their efforts to protect and manage green space, educate their citizens, build and erect nesting structures, landscape with native plants, reduce threats to birds like collisions and outdoor cats and generally make urban areas both friendlier for birds and places where people want to live and work. Mr. Beck believes this is another positive way to build up all the positive things happening in Thiensville.

The requirements include:

1. Achieve a total of at least 8 points from a list of categories
2. Submit a narrative and documentation
3. An application and renewal fee of \$175 per year

Trustee Lange supports moving forward with becoming a Bird City. Trustee Holyoke agrees. President Mobley inquired about the costs associated with becoming and maintaining Bird City status. Mr. Beck shared that there is an annual fee and there may be members of the community that might underwrite other expenses such as a video feed in Village Park. Mr. Beck is looking for initial approval from the Board, would like to get the word out through Village Voice, would like to get some individuals to plan some events and to work on funding. President Mobley is concerned about moving forward with this if it makes demands on existing property owners. Mr. Beck looks at this opportunity as a way to educate people about opportunities to improve the climate for birds. Trustee Apostolos prefers that events not be part of the points that are needed due to concern that they may be too demanding on volunteers and planning; and if there is an event that is required, Trustee Apostolos would like to know the minimum requirements.

More information will be shared at the August Committee of the Whole meeting.

L. Update regarding Donation of Music Instruments in Village Park (Trustee Holyoke)

Trustee Holyoke asked for an update regarding the music in the Park donation from Bob Blazich. President Mobley stated that the Board has approved the music in Village Park, however, there has been no donation received to date from Mr. Blazich. Mr. Blazich shared that Gathering on the Green will donate \$2,500 and Mr. and Mrs. Blazich would like to donate between \$8,000 - \$12,000 but would like to know how much the project will cost. Mr. Blazich would like to know the amount before making the donation due to the type of account the funds are being taken from. Administrator Landisch-Hansen noted that a concept plan has been approved for the location in the Park for the instruments. Mr. Blazich asked if Director LaFond could get pricing for the instruments. Mr. Blazich is willing to donate \$8,000 plus the \$2,500 from Gathering on the Green and then if it amounts to more, Mr. Blazich will make up the difference. Once funds are received, the project will move forward.

M. Review and recommendation regarding the following Class B Beer and Class B Liquor - Renewals:

1. Prime Minister Family Restaurant, Vasilike Triantafilou, Agent, 517 North Main Street

2. Remington's River Inn, Robert John Ollman, Agent, 130 South Main Street

MOTION by Trustee Kucharski, **SECONDED** by Trustee Eckert to recommend to the Village Board to approve Class B Beer and Class B Liquor License Renewals for: Prime Minister Family Restaurant, Vasilike Triantafilou, Agent, 517 North Main Street and for Remington's River Inn, Robert John Ollman, Agent, 130 South Main Street. **MOTION CARRIED UNANIMOUSLY.**

N. Review and recommendation regarding the following Operator's Licenses - New:

1. Community Fun Events, Inc., 251 Elm Street
Kyle Joseph Smith

2. Daily Taco/cheel/baaree, 105 West Freistadt/105 South Main Street
Kaya Irene Schwarz

MOTION by Trustee Eckert, **SECONDED** by Trustee Apostolos to recommend to the Village Board to approve the following New Operator's Licenses: Community Fun Events, Inc., 251 Elm Street: Kyle Joseph Smith and Daily Taco/cheel/baaree, 105 West Freistadt/105 South Main Street: Kaya Irene Schwarz. **MOTION CARRIED UNANIMOUSLY.**

3. glaze, llc, 149 Green Bay Road
Megan Waack
Jazi Sena Manetti Hampel

MOTION by Trustee Kucharski, **SECONDED** by Trustee Holyoke to recommend to the Village Board to approve the following New Operator's Licenses for glaze, llc, 149 Green Bay Road: Megan Waack and Jazi Sena Manetti Hampel.

Ayes: Trustees Abraham, Apostolos, Holyoke, Lange, Kucharski and President Mobley

Naes: None

Abstain: Trustee Eckert

MOTION CARRIED.

4. Shully Catering, Inc., 146 Green Bay Road

Mark D. Lavine

MOTION by Trustee Eckert, **SECONDED** by Trustee Kucharski to approve the following New Operator's License for Shully Catering, Inc., 146 Green Bay Road: Mark D. Lavine. **MOTION CARRIED UNANIMOUSLY.**

O. Review and recommendation regarding the following Operator's Licenses - Renewals:

1. cheel/baaree, 105 South Main

Joshua David Herman

MOTION by Trustee Apostolos, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve the following Operator's License Renewal for cheel/baaree, 105 South Main Street: Joshua David Herman. **MOTION CARRIED UNANIMOUSLY.**

2. glaze, llc, 149 Green Bay Road

Philip Gerald Eckert

MOTION by Trustee Kucharski, **SECONDED** by Trustee Apostolos to recommend to the Village Board to approve the following Operator's License Renewal for glaze, llc, 149 Green Bay Road: Philip Gerald Eckert.

Ayes: Trustees Abraham, Apostolos, Holyoke, Lange, Kucharski and President Mobley

Nase: None

Abstain: Trustee Eckert

MOTION CARRIED.

3. Prime Minister Restaurant, 517 North Main Street

Joy Booth Ludford

4. Remington's River Inn, 130 South Main Street

Bruce Faye Anderson

Taylor Jaye Vanderbloemen

5. Shully Catering, Inc., 146 Green Bay Road

Philip Stockton

6. Walgreens, 278 North Main Street

Alyssa Joanne Scalone

MOTION by Trustee Apostolos, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve the following Operator's License Renewals: Prime Minister, 517 North Main Street: Joy Booth Ludford; Remington's River Inn, 130 South Main Street: Bruce Faye Anderson and Taylor Jaye Vanderbloemen; Shully Catering, Inc., 146 Green Bay Road: Philip Stockton; and Walgreens, 278 North Main Street: Alyssa Joanne Scalone. **MOTION CARRIED UNANIMOUSLY.**

7. Skippy's Burger Bar, 113 Green Bay Road

Cassie Marie Haugen

Adam K. Korte

Katherine Linda Kucharski

Kenneth Kucharski

Melissa L. Kuehn

Samantha Rose Luedtke

Lindsey Mariel Maier

Jake Andrew Tarantino

MOTION by Trustee Eckert, **SECONDED** by Trustee Abraham to recommend to the Village Board to approve the following Operator's License Renewals for Skippy's Burger Bar, 113 Green Bay Road: Cassie Marie Haugen, Adam K. Korte, Katherine Linda Kucharski, Kenneth Kucharski, Melissa L. Kuehn, Samantha Rose Luedtke, Lindsey Mariel Maier and Jake Andrew Tarantino.

Ayes: Trustees Abraham, Apostolos, Eckert, Holyoke, Lange and President Mobley

Naes: None

Abstain: Trustee Kucharski

MOTION CARRIED.

P. Review and recommendation regarding the following Parade/Street Closing Applications:

1. Community Fun Events, Inc., Family Fun Before the 4th, June 25, 2022, 10:00 AM to 1:00 PM, Main Street to Freistadt Road, Freistadt Road to Green Bay Road, Green Bay Road to Riverview Drive, Riverview Drive to Elm Street

Trustee Abraham expressed concern regarding the construction on Riverview Drive in regards to the safety of the parade. Director LaFond will make the parade organizer aware of the construction.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve Parade/Street Closing Application for Community Fun Events, Inc., Family Fun Before the 4th, June 25, 2022, 10:00 AM to 1:00 PM, Main Street to Freistadt Road, Freistadt Road to Green Bay Road, Green Bay Road to Riverview Drive, Riverview Drive to Elm Street. **MOTION CARRIED UNANIMOUSLY.**

2. Suburban Motors Harley-Davidson, 19th Annual Party on Main in Honor of Wayne and Scott Houpt, July 9, 2022, 5:00 PM to Midnight, North Main Street (corner of North Main Street and Riverview Drive) to Buntrock Avenue/Green Bay Road Intersection

Suburban Motors Harley-Davidson will be holding their 19th Annual Party on Main on July 9, 2022. The street closure will have an entrance at Buntrock Avenue/Green Bay Road manned by an Auxiliary or an Officer while the North Main/Riverview end will be closed with only bikes allowed to enter. Concrete barricades will be used.

MOTION by Trustee Kucharski, **SECONDED** by Trustee Lange to recommend to the Village Board to approve the Parade/Street Closing Application for Suburban Motors Harley-Davidson, 19th Annual Party on Main in Honor of Wayne and Scott Houpt, July 9, 2022, 5:00 PM to Midnight, North Main Street (corner of North Main Street and Riverview Drive) to Buntrock Avenue/Green Bay Road Intersection. **MOTION CARRIED UNANIMOUSLY.**

V. MISCELLANEOUS BUSINESS BY TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD

Trustee Lange expressed concern regarding comments made about him at the previous Board meeting that he believes attacked his integrity and character. Trustee Lange stated he would never do anything that was not in the best interest of Thiensville.

A. Acceptance/Report Of Gifts Received

1. \$300.00 to the Thiensville Fire Department from the Walsh Family
2. \$100.00 to the Thiensville Fire Department for AED Pads from Grace Lutheran Church
3. \$125.00 to the Thiensville Fire Department from Brandon and Melissa Blahnik
4. \$6,852.00 to the Thiensville Police Department for 7 Helmets and 8 Armor Carriers from Junior Womens Club of Mequon-Thiensville
5. \$3,300.28 to Village Park Reimagined from Olsen's Piggly Wiggly-Roundup

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to recommend to the Village Board to accept the following gifts with much gratitude: \$300.00 to the Thiensville Fire Department from the Walsh Family, \$100.00 to the Thiensville Fire Department for AED Pads from Grace Lutheran Church, \$125.00 to the Thiensville Fire Department from Brandon and Melissa Blahnik, \$6,852.00 to the Thiensville Police Department for 7 Helmets and 8 Armor Carriers from Junior Womens Club of Mequon-Thiensville and \$3,300.28 to Village Park Reimagined from Olsen's Piggly Wiggly-Roundup. **MOTION CARRIED UNANIMOUSLY.**

B. Discussion regarding Thiensville Fire Department

Trustee Eckert, member of the Southern Ozaukee Fire & EMS Services Board, shared that any fundraising i.e. pancake breakfast in Thiensville will be applied to offset the Thiensville financial contribution. President Mobley noted that volunteers are still welcome to join the Fire Department.

C. Review meeting date schedule:

1. July 11, 2022 - Committee of the Whole at 6:00 PM
2. July 25, 2022 - Board of Trustees at 6:00 PM
3. August 1, 2022 - Committee of the Whole at 6:00 PM
4. August 15, 2022 - Board of Trustees at 6:00 PM

VI. ADJOURNMENT

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to adjourn the meeting at 7:55 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Amy L. Langlois
Village Clerk

