



VILLAGE OF THIENSVILLE
Board of Trustees
MINUTES

DATE: Monday, July 25, 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:	TIM SCHOONENBERG
STAFF:	ASSISTANT FIRE CHIEF JOEL DEUTSCH DIRECTOR OF COMMUNITY SERVICES/PUBLIC WORKS ANDY LAFOND POLICE CHIEF CURT KLEPPIN VILLAGE CLERK AMY LANGLOIS

III. PLEDGE OF ALLEGIANCE

Trustee Lange led the recitation of the Pledge of Allegiance.

IV. PUBLIC HEARING

A. PUBLIC HEARING TO CONSIDER ADOPTING ORDINANCE 2022-01 CREATING SECTION 17.03018 OF THE VILLAGE OF THIENSVILLE ZONING CODE CREATING A PREMIER ECONOMIC DEVELOPMENT DISTRICT (PEDD) (att)

1. Motion to Open Public Hearing

MOTION by Trustee Holyoke, **SECONDED** by Trustee Abraham to Open the Public Hearing at 6:03 PM. **MOTION CARRIED UNANIMOUSLY.**

2. Administrator to read and explain the Notice of Public Hearing (att)

Administrator Landisch-Hansen noted that the Public Hearing Notice was published on July 7th and July 14th.

Director of Community Services/Public Works LaFond shared that an ordinance creating a Premier Economic Development District allows municipalities to acquire two additional liquor licenses. This District must have a comprehensive new construction assessed valuation increase of at least \$20 million, no parts of the geographic area may be physically separated with the exception of railroads and roads and the District may not include land that is zoned exclusively for single-family or two-family residences or for industrial use. There is a one-time fee of \$30,000 for each license; the renewal fee is \$600. If there are liquor licenses available in a municipality, a new license costs \$10,000. Any new liquor license will be before the Board along with a business plan.

3. Comments from anyone present requesting to be heard

There was no one present to be heard.

4. Administrator reads any correspondence received related to the request

There was no correspondence received related to this request.

5. Comments from the Village Board

Trustee Kucharski inquired if the intent of the Premier Economic Development District (PEDD) was to acquire additional liquor licenses. President Mobley shared that with the new development, creating the PEDD will make these licenses available if needed. Trustee Kucharski stated that the Village has one additional license as it was grandfathered in and thought it would have been good if the businesses in Thiensville were notified about this proposed Ordinance.

Village Attorney Schoonenberg shared that up to three licenses can be transferred from a neighboring municipality. Village Clerk Langlois noted there are nine liquor licenses available for purchase from the City of Mequon. Trustee Lange noted that retail is tough and having this option may help with development. There are a handful of other communities that adopted an ordinance approving a PEDD.

B. MOTION TO CLOSE PUBLIC HEARING

MOTION by Trustee Abraham, **SECONDED** by Trustee Holyoke to Close the Public Hearing at 6:14 PM. **MOTION CARRIED UNANIMOUSLY.**

CONSENT AGENDA

Upon request of any Trustee, any item may be removed from the Consent Agenda for special consideration.

V. APPROVAL OF MINUTES

A. Board of Trustees

1. June 20, 2022 (att)

VI. DEPARTMENT REPORTS

A. Fire Department

1. 2nd Qtr, 2022 TFD Report (att)

B. Police Department

1. June, 2022 TPD Report (att)

C. Public Works Department

VII. COMMITTEE REPORTS

A. Committee of the Whole

1. June 20, 2022 (att)

2. July 11, 2022 (att)

VIII. REPORTS AND COMMUNICATIONS

A. Mequon-Thiensville Bike and Pedestrian Way Commission

1. May 12, 2022 (att)

2. July 14, 2022 (not available)

B. Plan Commission

1. May 10, 2022 (att)

C. Capital Expenditures

MOTION by Trustee Holyoke to approve the Consent Agenda

Village Clerk Langlois noted a correction to the July 11, 2022 Committee of the Whole minutes. Trustee Abraham was included in the motion to adjourn to closed session, however, was not at the meeting.

Trustee Holyoke amended the **MOTION** to include the correction to the July 11, 2022 Committee of the Whole minutes.

SECONDED by Trustee Eckert to approve the Consent Agenda with the Correction to the July 11, 2022 Committee of the Whole Minutes, Amending the Motion to Adjourn to Closed Session to not Include Trustee Abraham. **MOTION CARRIED UNANIMOUSLY.**

BUSINESS AGENDA

IX. FINANCIAL REPORTS AND ACCOUNTS PAYABLE

A. Accounts Payable

1. June 20, 2022 through July 22, 2022 (att)

Administrator Landisch-Hansen noted the second quarter O&M for MMSD for the amount of \$58,335.76 and payment to Sierra Container Group for 160 garbage carts in the amount of \$30,963.53. Director LaFond shared that the new garbage truck is expected in November or December of this year.

MOTION by Trustee Lange, **SECONDED** by Trustee Apostolos to approve the June 20, 2022 through July 22, 2022 Accounts Payable in the Amount of \$366,702.16.
MOTION CARRIED UNANIMOUSLY.

B. Financial Report (Receipt)

1. June, 2022 Financial Report (att)

The June, 2022 Financial Report was received.

X. PRESIDENT'S REPORT

A. Operator's License - Renewal

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

a. Alexander John Tarantino

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to approve the Operator's License Renewal for Alexander John Tarantino, Skippy's Burger Bar, 113 Green Bay Road. **MOTION CARRIED UNANIMOUSLY.**

B. Operator's Licenses - New

1. Remington's River Inn

- a. Camille D. Cory

- b. Lauryn Taylor Mohr

MOTION by Trustee Eckert, **SECONDED** by Trustee Apostolos to approve the following New Operator's Licenses for Remington's River Inn, 130 South Main Street: Camille D. Cory and Lauryn Taylor Mohr. **MOTION CARRIED UNANIMOUSLY.**

XI. ADMINISTRATOR'S REPORT

A. Department Reports

1. Administrator's Report (att)

Administrator Landisch-Hansen shared that the Partisan Primary will be on Tuesday, August 9, 2022. Polls open at 7:00 AM and close at 8:00 PM. In-person absentee voting begins on Tuesday, July 26, 2022 through Friday, August 5, 2022. Hours are 8:00 AM until 4:30 PM; the office is open until 5:00 PM on Friday, August 5th.

Incoming revenues include \$16,130.72 from the State of Wisconsin for the 2022 Fire Insurance Dues, \$6,179.24 from the State of Wisconsin DHS for the EMS Funding Assistance Program, \$12,195.12 from the State of Wisconsin DHS for the EMS Funding Assistance Program (ARPA Allotment), \$49,923.42 from the Wisconsin DOT for Quarterly General Transportation Aid and \$163,544.62 from the Wisconsin DOR for the American Rescue Plan Act (2nd Tranche).

2. Building Inspection Report (Receipt)

- a. June, 2022 SAFEbuilt Invoice (att)

The June, 2022 Building Inspection report was received.

XII. ATTORNEY'S REPORT

No Attorney's report.

XIII. COMMITTEE REPORTS

A. Review and action regarding Ordinance 2022-01 an Ordinance Creating Section 17.03018 Creating a Premier Economic Development District (PEDD) (att)

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to approve Ordinance 2022-01 an Ordinance Creating Section 17.03018 Creating a Premier Economic Development District (PEDD).

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

Naes: None

Abstain: Trustee Kucharski

MOTION CARRIED.

B. Review and action regarding Resolution No. 2022-09 a Resolution Authorizing the Submission of a Community Development Investment (CDI) Grant Application to the Wisconsin Economic Development Corporation (WEDC) for the cheel, 105 South Main Street (att)

Administrator Landisch-Hansen shared information regarding the Community Development Investment (CDI) Grant Program: the grant period opened on July 1, 2022, funding is provided through WEDC, the local unit of government is the applicant for the grant, applicants may only receive one CDI grant per year, a signed resolution by the governing body must be submitted with the CDI Grant Program application and no more than 50% of the eligible project costs may consists of other state and/or federal grant sources, excluding federal ARPA funds.

Kathleen Schilling, Executive Director of Ozaukee Economic Development, shared that the grant program itself is about revitalizing downtowns with catalytic projects. The project itself works as a reimbursement grant; it goes to the municipality as a flow-through to the developer. The only costs to the municipality occur on the administrative side.

This is a rolling application for \$250,000 and is a 3 to 1 match, and there is no funding from the Village. The Village can support one project per year. Ms. Schilling noted that this is currently being evaluated, stating that up to two may be allowed in the future.

Administrator Landisch-Hansen shared that the proposed resolution is a requirement for the developer in order to submit their application. If approved and executed by the WEDC, the Village will execute a Developer's Agreement.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to approve Resolution No. 2022-09 a Resolution Authorizing the Submission of a Community Development

Investment (CDI) Grant Application to the Wisconsin Economic Development Corporation (WEDC) for the cheel, 105 South Main Street. **MOTION CARRIED UNANIMOUSLY.**

C. Review and action regarding The Sanitary Sewer Capacity, Management, Operations and Maintenance (CMOM) Program 2021 Annual Report (att)

Director LaFond shared the Village of Thiensville Sewer Utility Mission Statement: to efficiently collect and convey all of our customers' wastewater in the most cost-effective manner while remaining in compliance with WPDES permits, the Clean Water Act, Wisconsin Law and MMSD Rules and Regulations.

Core goals include: complying with the conditions of the WPDES permit, minimize the occurrence of preventable overflows, improve or maintain system reliability, reduce the potential threat to human health from sewer overflows, provide adequate capacity to convey peak flow, continue to manage infiltration and inflow and protect collection system worker health and safety. In 2021, the Village cleaned 17,517 feet of sewer, conducted 80 manhole inspections and the pump station was inspected five times per week.

The 2020-2021 action goals were to evaluate and implement new manhole ring specifications, complete lift station programming upgrades to further control FOG buildup, begin implementation of 5-year rehabilitation plan established in 2021, implement suggested changes to Village Ordinances that could prevent Green Infrastructure and complete a PP/II project. Director LaFond noted that at some point there will need to be confined space training for DPW employees.

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to accept the Sanitary Sewer Capacity, Management, Operations and Maintenance (CMOM) Program 2021 Annual Report. **MOTION CARRIED UNANIMOUSLY.**

D. Review and action regarding approving an Increase to the Annual Salary for Assistant Fire Chief to \$74,000 as of July 1, 2022

Administrator Landisch-Hansen noted that Assistant Chief Deutsch has taken on added responsibilities due to the retirement of Chief Reiels. Trustee Abraham questioned if the additional funds available due to Chief Reiels' retirement should be used for additional staffing so there are no gaps in the schedule. Administrator Landisch-Hansen noted that the department is pulling whoever is willing and available to be on the schedule whether from Thiensville or Mequon. The Village has a stipend program where the City of Mequon pays per hour. Depending on the level of certification, a stipend is paid if an individual puts in 72 hours of on-call time, and for every 24 hours, an additional \$50 is paid. Trustee Abraham's concern is opening's on the schedule.

MOTION by Trustee Eckert, **SECONDED** by Trustee Kucharski to approve Increasing the Annual Salary for the Assistant Fire Chief Position to \$74,000 as of July 1, 2022.

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

Naes: Trustee Abraham

MOTION CARRIED.

E. Review and action regarding Capital Expenditures Request (att)

Administrator Landisch-Hansen noted that this request is premature of the 2023 budget, however, due to supply, the Police Department is requesting to submit an order for a 2023 Ford Explorer in August instead of waiting until January 1, 2023. There is \$22,785.63 in reserves; the amount requested is \$40,375.00. The Village has in the past ordered two vehicles at a time, however, will be ordering one per year moving forward.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Apostolos to approve Capital Request from the Thiensville Police Department for 2023 Ford Explorer (Squad #2) in the Amount of \$40,375.00. **MOTION CARRIED UNANIMOUSLY.**

XIV. REPORTS AND COMMUNICATIONS

XV. UNFINISHED BUSINESS

XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE PREVIOUS VILLAGE BOARD MEETING.

A. Acceptance/Report Of Gifts Received

1. \$40.00 to the Thiensville Fire Department for a Car Seat Installation, Anonymous

2. \$50.00 to the Thiensville Fire Department from Kevin and Nancy Leith in Memory of Bonnie Luedtke

3. \$897.98 to the Thiensville Police Department for Safety Town Paint from the Mequon-Thiensville Optimist Club

MOTION by Trustee Eckert, **SECONDED** by Trustee Lange to accept with Much Gratitude the Following gifts: \$40.00 to the Thiensville Fire Department for a Car Seat Installation, Anonymous, \$50.00 to the Thiensville Fire Department from Kevin and Nancy Leith in Memory of Bonnie Luedtke and \$897.98 to the Thiensville Police Department for Safety Town Paint from the Mequon-Thiensville Optimist Club. **MOTION CARRIED UNANIMOUSLY.**

B. Discussion regarding Thiensville Fire Department

C. Review meeting date schedule:

1. August 1, 2022 - Committee of the Whole at 6:00 PM
2. August 15, 2022 - Board of Trustees at 6:00 PM
3. September 12, 2022 - Committee of the Whole at 6:00 PM
4. September 26, 2022 - Board of Trustees at 6:00 PM
5. October 3, 2022 - Budget Workshop and Committee of the Whole at 6:00 PM
6. October 17, 2022 - Board of Trustees at 6:00 PM
7. November 7, 2022 - Budget Public Hearing and Committee of the Whole at 6:00 PM
8. November 21, 2022 - Board of Trustees at 6:00 PM
9. December 5, 2022 - Committee of the Whole at 6:00 PM
10. December 19, 2022 - Board of Trustees at 6:00 PM

XVII. ADJOURNMENT

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to adjourn the Meeting at 6:45 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Amy L. Langlois
Village Clerk