

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: **Monday, March 21, 2016**

LOCATION: **250 Elm Street
Thiensville, WI**

TIME: **6:00 PM**

I. CALL TO ORDER

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

II. ROLL CALL

President:	Van Mobley	
Trustees:	Kim Beck (excused)	Kenneth Kucharski
	Ronald Heinritz	David Lange
	Rob Holyoke (excused)	John Treffert (excused)
Administrator:	Dianne Robertson	
Attorney:	Robert Feind	
Staff:	Assistant Administrator Colleen Landisch-Hansen	

III. PLEDGE OF ALLEGIANCE

Trustee Lange 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. February 15, 2016

V. DEPARTMENT REPORTS (Receipt)

- A. **Department Reports** (Receipt)
 - 1. Fire Department
 - a. February Fire, 2016
 - 2. Police Department
 - a. February Police, 2016
 - 3. Public Works Department
 - a. February DPW, 2016

VI. COMMITTEE REPORTS

VII. REPORTS AND COMMUNICATIONS

- A. **Historic Preservation Commission**
 - 1. January 13, 2016 (Amended)
 - 2. February 10, 2016
- B. **Plan Commission**
 - 1. February 2, 2016

VII. REPORTS AND COMMUNICATIONS (CONTINUED)

- C. **Mequon/Thiensville Bike Pedestrian Commission**
 - 1. October 2, 2015
 - 2. December 4, 2015 (not available)
 - 3. March 4, 2016 (not available)
- D. **River Advisory Committee**
 - 1. June 4, 2015 (not available)
 - 2. July 27, 2015 (not available)
- E. **Capital Expenditures**

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz 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. February 15, 2016 through March 18, 2016

Trustee Heinritz inquired as to if this amount included any money from tax collection. Administrator Robertson explained that there are a couple bond payments for Century Estates and Laurel Acres and there are payments due for the work on Main Street. The Sanitary Sewer indicates the annual capital charge for MMSD which is approximately \$400,000.

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to approve the Accounts Payable from February 15, 2016 through March 18, 2016 in the amount of \$941,228.99. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. February, 2016

The Financial Report was received.

IX. PRESIDENT'S REPORT

- A. **Parade Permit/Street Closing: Community Fun Events, Saturday, June 25, 2016**
10:00 AM to 1:00 PM, Main Street to Freistadt, Freistadt to Green Bay,
Green Bay to Riverview, Riverview to Elm

MOTION by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve the Parade Permit/Street Closing for Community Fun Events, Saturday, June 25, 2016 10:00 AM to 1:00 PM, Main Street to Freistadt, Freistadt to Green Bay, Green Bay to Riverview, Riverview to Elm. **MOTION CARRIED UNANIMOUSLY.**

- B. **Appointments:**
 - 1. **Special Police Member**
 - a. America Ahart

Police Chief Scott Nicholson shared that Ms. Ahart moved to Thiensville from Mexico, is married with two children and is in the process of becoming an American citizen. Police Chief Nicholson looks forward to having Ms. Ahart as a Special Police Member.

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to approve America Ahart as a Special Police Member. **MOTION CARRIED UNANIMOUSLY.**

2. **Fire Department Member**
 - a. Joseph E. LaSpisa
 - b. Joshua G. Inhof

MOTION by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve Fire Department Members Joseph E. LaSpisa and Joshua G. Inhof. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

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

Administrator Robertson reported that Open Book is scheduled for Tuesday, May 3, 2016 from 9:00 AM to 11:00 AM with Board of Review scheduled for May 27, 2016 from 1:00 PM to 3:00 PM.

The annual audit went very well. Auditor John Knepel will be in attendance at the Village Board meeting on April 18, 2016.

The Spring General Election is Tuesday, April 5, 2016 from 7:00 AM to 8:00 PM.

Also, the first pre-construction meeting is scheduled for Thursday, March 24, 2016 at the Department of Transportation (DOT) office in Milwaukee for the Main Street Project. This project is scheduled to begin in mid-April and be completed before Family Fun Before the 4th on June 25th. DOT inspectors will be on site during this project.

2. Building Inspection Department (Receipt)
 - a. February, 2016 Report

The Building Inspection Department Report was received.

XI. ATTORNEY'S REPORT

No Report.

XII. COMMITTEE REPORTS

- A. Review and approval of Resolution 2016-05 Final Special Assessment Resolution for the Main Street/Green Bay Road Water Project

Administrator Robertson explained that now that the Public Hearing has been held and the Resolution is approved, the resolution will be published in the News Graphic, each property owner that is affected will get a copy of the Resolution and final bills will be mailed. The property owner can pay this in advance or it will go on the tax roll. The terms associated with the invoice are 30 days to pay or the balance will start to accrue 3% interest annually starting on June 1, 2016.

President Mobley clarified that if the property owner does nothing with the invoice, the amount will be put on their tax bill.

Trustee Heinritz inquired as to what the participation was for hooking up to municipal water on Main Street and Green Bay Road. Administrator Robertson shared that 90% of the affected property owners had service installed to the property line; 90% have not hooked up yet but have committed to do so within the next three years in order to take advantage of the 10-year payment plan. The overall cost of the project is \$1.3 million. There was a slight increase due to more property owners hooking up and an increase in service size. This payment will be repaid over a 10-year period. For those property owners that did not agree to the 10-year payment plan, the cost of hooking up at a later date will be more costly and the assessment will be deferred until the property is sold or the property is hooked up to the water main.

Administrator Robertson reported that the cost was based on frontage at \$18.08 per foot and the unit assessment was about \$3,700. The unit price was slightly lower because of a new development in the rear of Whitecoach Condominiums that is planned for 2016. There was an additional length charge which is for Village sewer at the Lift Station. There was also an additional tapping and plug charge of \$1,500 for an owner that wanted to connect after the project was complete.

Trustee Heinritz clarified that the costs will vary depending on frontage, the unit charge is flat and the other service charges are dependent upon what the property owner decides for service size.

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to approve Resolution 2016-05 Final Special Assessment Resolution for the Main Street/Green Bay Road Water Project. **MOTION CARRIED UNANIMOUSLY.**

B. Review and approval of appointing Jesse Daily to the Zoning Board of Appeals

Neil Trilling will be resigning from the Zoning Board of Appeals.

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to approve appointing Jesse Daily to the Zoning Board of Appeals. **MOTION CARRIED UNANIMOUSLY.**

C. Review and approval of Certificate of Recognition for Attaining the Rank of Eagle Scout, Nathan Grisa, Boy Scout Troop #852

MOTION by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve a Certificate of Recognition for Attaining the Rank of Eagle Scout, Nathan Grisa, Boy Scout Troop #852. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2016-06
NEXT ORDINANCE NUMBER:	2016-01

XIII. REPORTS AND COMMUNICATIONS

XIV. BUSINESS FROM THE FLOOR

A. Citizens to be Heard

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.

Administrator Robertson read a letter received from George H. Schurmann at 211 Madero Drive. Mr. Schumann's lawn in his back yard is becoming soggy so grass does not grow well making it difficult to mow. In winter the standing water turns to ice. Any standing water is causing wet basement walls, which is creating an unhealthy environment in the house for his wife who suffers from an asthmatic condition. Mr. Schurmann believes this is occurring because of his neighbor's in-ground pond and is seeking the help of the Village as contact with this neighbor has not helped. Administrator Robertson will consult with Director of Public Works Andy LaFond on this matter.

Chief Nicholson did report that the Police Department has been contacted many times regarding this matter and that Mr. Schurmann's neighboring property is slightly higher in elevation. Chief Nicholson explained that Mr. Schurmann was asked to call the Police Department when there was an issue.

Attorney Feind stated that this is a civil matter.

XV. UNFINISHED BUSINESS

XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE FEBRUARY 15, 2016 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. \$50.00 to the Thiensville Fire Department from James and Katherine Gennrich
 - 2. \$500.00 to the Thiensville Special Police from Ronald and Patricia Heinritz
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to accept the gifts of \$50.00 to the Thiensville Fire Department from James and Katherine Gennrich and \$500.00 to the Thiensville Special Police from Ronald and Patricia Heinritz with much gratitude. **MOTION CARRIED UNANIMOUSLY.**

XVII. ADJOURNMENT

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to adjourn the meeting at 6:20PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator