



VILLAGE OF THIENSVILLE
Committee of the Whole
MINUTES

DATE: Monday, March 6, 2023

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 (EXCUSED) DAVID LANGE
ADMINISTRATOR/CLERK:	COLLEEN LANDISCH-HANSEN
ATTORNEY:	TIM SCHOONENBERG
STAFF:	DIRECTOR OF COMMUNITY SERVICES/PUBLIC WORKS ANDY LAFOND POLICE CHIEF CURT KLEPPIN

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 clandisch@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 or citizens to be heard.

IV. BUSINESS

A. Review and Recommendation Regarding Proclamation of Appreciation Honoring Nancy Witte-Dycus on the Occasion of Her Retirement as Owner of Fantasy Flowers (att)

MOTION by Trustee Holyoke **SECONDED** by Trustee Eckert to recommend to the Village Board to approve Proclamation of Appreciation Honoring Nancy Witte-Dycus on the Occasion of Her Retirement as Owner of Fantasy Flowers. **MOTION CARRIED UNANIMOUSLY.**

B. Review and Recommendation Regarding Proclamation of Appreciation Honoring Shully's Cuisine & Events on the Occasion of Their 40th Anniversary (att)

MOTION by Trustee Holyoke **SECONDED** by Trustee Lange to recommend to the Village Board to approve Proclamation of Appreciation Honoring Shully's Cuisine & Events on the Occasion of their 40th Anniversary. **MOTION CARRIED UNANIMOUSLY.**

C. Review Thiensville Police Department Use of Force Annual Report (Chief Kleppin) (att)

The use of force annual report was presented by Chief Kleppin. There were seven uses of force during 2022.

D. Review of Thiensville Police Department Purchasing Procedure

Chief Kleppin has implemented a purchase request form after recent events. The form requires written approval and provides a layer of written documentation prior to the department making a purchase. Purchases previously were handled with verbal approval from the Chief.

E. Review and Recommendation Regarding Resolution 2023-09 Adopting the Sidewalk, Driveway Approach and Curb & Gutter Improvements (att)

Director LaFond noted Resolution 2023-09 updates the original Resolution from 2007. The changes involve allowing maintenance technologies that were not available previously. It also changes responsibility for maintaining sidewalk and curb and gutter to the Village, dependent on the Village budget. The driveway approach and the sidewalk slabs that cross the driveway are the owner's responsibility.

MOTION by Trustee Abraham, **SECONDED** by Trustee Apostolos to recommend to the Village Board to approve Resolution 2023-09 Adopting the Sidewalk, Driveway Approach and Curb & Gutter Improvements. **MOTION CARRIED UNANIMOUSLY.**

F. Review and Recommendation Regarding Resolution 2023-08 a Resolution Detailing the Village Board Decision Not to Specially Assess Those Properties Abutting Freistadt Road and Main Street Water Main Extension Project (att)

Director LaFond noted the TIF District is the funding mechanism for the water extension. The resolution makes clear that this will not affect previous or future special assessments for water extensions.

MOTION by Trustee Apostolos, **SECONDED** by Trustee Eckert to recommend to the Village Board to approve Resolution 2023-08 a Resolution Detailing the Village Board Decision Not to Specially Assess Those Properties Abutting Freistadt Road and Main Street Water Main Extension Project. **MOTION CARRIED UNANIMOUSLY.**

G. Review and Recommendation Regarding Main Street/Freistadt Road Water Connection Fees (att)

Director LaFond noted property owners are not required to connect.

MOTION by Trustee Lange **SECONDED** by Trustee Holyoke to recommend to the Village Board Regarding Main Street/Freistadt Road Water Connection Fees. **MOTION CARRIED UNANIMOUSLY.**

H. Review and Recommendation Regarding Village Job Descriptions (att)

Administrator Landisch-Hansen reviewed draft job descriptions for the Public Safety Administrative Assistant, Community Services Administrative Assistant and Village Clerk - Administrative Coordinator.

MOTION by Trustee Eckert, **SECONDED** by Trustee Lange to recommend to the Village Board to approve Village Job Descriptions. **MOTION CARRIED UNANIMOUSLY.**

I. Discussion Regarding Village Donation Procedures (Trustee Lange)

Trustee Lange raised the issue of how donations to the Village are handled, particularly when funds are designated for a certain project. Administrator Landisch-Hansen replied that donations accepted by the Village Board for a specific purpose are committed for that purpose in the designated fund. President Mobley noted that a donor to potential ice skating facilities in the park donated funds for a project that would have required a much more significant outlay before the project could be undertaken. Trustees Apostolos and Abraham noted that communicating with donors about the status of fundraising or the projects will help.

J. Review and Recommendation Regarding the following License Approvals:

1. Maa Malika Petroleum Inc., Village BP, Sangeeta Pant, Agent, 246 South Main Street

Administrator Landisch-Hansen noted that the applicant spoke with Chief Kleppin. Liquor will be stored behind the counter in a locked cabinet.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to recommend to the Village Board to approve Class A Liquor License, Maa Malika Petroleum Inc., Village BP, Sangeeta Pant, Agent. **MOTION CARRIED UNANIMOUSLY.**

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

VI. MOTION TO ADJOURN TO CLOSED SESSION

A. Pursuant to Wis. Stats. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and Pursuant to Wis. Stats. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to Adjourn to Closed Session at 7:02 PM.

1. Roll Call Vote

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

Naes: None

MOTION CARRIED UNANIMOUSLY.

B. Motion to Reconvene in Open Session

1. Vote of Board to Reconvene

MOTION by Trustee Lange, **SECONDED** by Trustee Hoyoke to Reconvene in Open Session at 8:12 PM. **MOTION CARRIED UNANIMOUSLY.**

VII. ADJOURNMENT

MOTION BY Trustee Apostolos, **SECONDED** by Trustee Abraham to adjourn the Meeting at 8:12 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant

Signed by,

Colleen Landisch-Hansen
Interim Village Clerk