

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: **Monday, March 20, 2017**

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:	Kim Beck (excused)	Kenneth Kucharski
	Ronald Heinritz	David Lange (excused at 6:30 PM)
	Rob Holyoke	Elmer Prenzlów
Administrator:	Dianne Robertson	
Attorney:	Robert Feind	
Staff:	Police Chief Scott Nicholson	
	Director of Public Works Andy LaFond (excused)	
	Assistant Administrator Colleen Landisch-Hansen	
	Clerk Amy Langlois	

III. PLEDGE OF ALLEGIANCE

Trustee Prenzlów 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 20, 2017

V. DEPARTMENT REPORTS (Receipt)

- A. **Department Reports (Receipt)**
 - 1. Fire Department
 - a. February Fire, 2017
 - 2. Police Department
 - a. February Police, 2017
 - 3. Public Works Department
 - a. February DPW, 2017

VI. COMMITTEE REPORTS

- A. **Committee of the Whole**
 - 1. March 6, 2017

VII. REPORTS AND COMMUNICATIONS

- A. **Historic Preservation Commission**
 - 1. February 8, 2017
- B. **Plan Commission**
 - 1. February 7, 2017
- C. **Telecommunications & IT Oversight Committee**
 - 1. March 14, 2017
- D. **Mequon/Thiensville Bike Pedestrian Commission**
 - 1. January 6, 2017 (not available)
- E. **River Advisory Committee**
 - 1. February 16, 2017 (not available)
- F. **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. February 20, 2017 through March 17, 2017

Administrator Robertson indicated that a portion of these payments are annual payments for the Century Estates and Laurel Acres special assessment B Bonds.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Prenzlowl to approve the Accounts Payable for February 20, 2017 through March 17, 2017 in the amount of \$551,862.46. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. December, 2016 Final Report
 - b. January, 2017
 - c. February, 2017

The Financial Reports were received.

IX. PRESIDENT'S REPORT

- A. **Appointment**
 - 1. **Fire Department**
 - a. Promotion of Fire Lieutenant Joel Deutsch to Rank of Captain

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to approve the Promotion of EMS Lieutenant Joel Deutsch to Rank of Captain. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

A. Department Reports

1. Administrator's Report

Administrator Robertson shared that the Spring Election will be held on Tuesday, April 4, 2017.

Administrator Robertson and Director of Public Works Andy LaFond met with representatives from the TBA to discuss the application process in regards to the Executive Director of the TBA position.

The following are the dates for Open Book and Board of Review: Open Book is scheduled for Tuesday, May 2, 2017 from 2:00 PM to 4:00 PM and Board of Review is scheduled for Wednesday, May 31, 2017 from 9:00 AM to 11:00 AM.

Fourth Quarter Franchise Fees were received in the amount of \$4,261.18 from Charter Communications (formerly Time Warner Cable).

2. Building Inspection Department (Receipt)
a. February, 2017 Report

The Building Inspection report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

A. Review and approval of TBA Grant Agreement for the Position of Executive Director of the TBA

Administrator Robertson shared that the TBA will more than likely be ready with an Executive Director the second quarter, so payment for this will likely begin in June of 2017.

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to approve the TBA Grant Agreement for the Position of Executive Director of the TBA. **MOTION CARRIED UNANIMOUSLY.**

B. Review and approval of Village Ordinance 2017-01 Amending Section 10-32 Relating to Allowing Dogs in Village Parks

Administrator Robertson reported that Lieutenant Wucherer submitted information from surrounding communities pertaining to dogs in the park. For the most part, it appears that dogs are allowed in parks as long as they are on a leash.

Lieutenant Wucherer indicated that the biggest difference in the surrounding communities was the length of the leash allowed. Some communities have a 10' length limit while others have a 6' length limit. Lieutenant Wucherer's concern is that if the leash is 10', it may be difficult to manage a dog at that distance. Cedarburg allows dogs in their parks but the dogs must stay on a hard surface (walkway or parking lot).

President Mobley shared that resident Arthur Liebau has generously donated up to \$3,500 to be used for the pet waste stations in the Park.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve Village Ordinance 2017-01 Amending Section 10-32 Relating to Allowing Dogs in Village Parks. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and approval of Agreement with Moraine Environmental, Inc. for Additional Site Work Mandated by the Wisconsin Department of Natural Resources at 136 North Main Street in the Amount of \$15,375.95

Administrator Robertson reported that the DNR is mandating that more work be done at 136 North Main Street. Mr. Thomas Sweet has unsuccessfully tried to persuade the DNR to change their mind. Moraine Environmental submitted a contract and invoice for additional site work. The DNR has a concern about the quality of the groundwater. The area of concern is under the parking lot, not under the building. At one time there was a dry cleaner on this property.

President Mobley inquired as to how this project was initiated i.e. a complaint from a citizen. Administrator Robertson suggested inviting Mr. Tom Sweet, President of Moraine Environmental, Inc. to answer concerns of the Board in regards to this request. Additional information is required to make a decision regarding approving this site work.

Trustee Holyoke suggested contacting Representative Jim Ott and/or Senator Alberta Darling.

Trustee Holyoke moved to table this subject for further review.

- D. Review and approval to Proceed with Negotiations for an Agreement with Verizon for the Placement of a Tower to Provide Cell Service and Replace the Siren With the Installation of a Brick Enclosure and a White Monopole

Reukert & Mielke has submitted a map indicating setbacks and where the proposed monopole should be installed in reference to the wet well area. The Telecommunications & IT Oversight Committee recommends moving forward with the Agreement from Verizon.

Attorney Bob Feind has been in contact with Village Planner Jon Censky, and it is believed that the zoning should be consistent with the use and should be rezoned to I-1; currently this property is zoned B-4. The Village cannot regulate cell towers based on state legislation. This tower is also considered a Conditional Use in I-1 which will need to be applied for.

Ronald Zechel, Agent for Verizon Wireless inquired about the timeline in regards to the permits. The proposed location is also impeding on the setback which can be addressed in the Conditional Use Permit request. Attorney Feind suggested charting a paralleled course in having Verizon and the Village proceed with permits and rezoning.

Attorney Feind indicated that what also needs to be considered is the location of the ancillary equipment. If there is an opportunity to put another carrier's antenna on the tower, the Village can look at that as another source of revenue. A separate carrier would need additional space on the ground for their equipment. Many towers have more than two carriers. When rezoning and considering Conditional Use, the Village should allow for the maximum amount.

Mr. Zechel confirmed that this tower is being built for two carriers plus the Village siren. There is always the chance that the tower could be capped with another 10' – 20' section for the installation of another carrier. The proposed site may be tight for another carrier's ancillary equipment.

Trustee Prenzlou inquired about the enclosure and questioned if Verizon considered a two bay enclosure. The proposed structure will accommodate two carriers but will not be large enough for three.

Attorney Feind indicated that rezoning and Conditional Use will be addressed at the same time.

Administrator Robertson indicated that the rezoning is a recommendation from the Plan Commission to the Village Board. The Public Hearing for the Conditional Use is before the Plan Commission. The Conditional Use is most likely approved contingent upon the rezoning. As far as timing on this, these meetings and hearing could be accomplished within the next two months.

Attorney Feind suggested a June deadline for finalizing the lease. Administrator Robertson encouraged Mr. Zechel to start the process with the DNR as soon as possible. Mr. Zechel reported that this is about a 4-month process.

Trustee Prenzlowl asked for a survey for this site as well as a coverage map. Once the Conditional Use Permit is applied for, the survey and map will be provided.

Trustee Heinritz believes that ideally it would be best to have this tower installed at the Village Yard. Mr. Zechel indicated that the Village already has the siren pole installed; Verizon is proposing to replace the Village's 60' pole with a 100' pole to accommodate the Village siren as well as the cell service.

Trustee Holyoke commended Verizon on the proposed site.

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to Proceed with Negotiations for an Agreement with Verizon for the Placement of a Tower to Provide Cell Service and Replace the Siren with the Installation of a Brick Enclosure and a White Monopole. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval of Certificate of Recognition for Attaining the Rank of Eagle Scout, Trevor Shahrokhi, Boy Scout Troop #852

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

NEXT RESOLUTION NUMBER:	2017-06
NEXT ORDINANCE NUMBER:	2017-02

XIII. REPORTS AND COMMUNICATIONS

XIV. UNFINISHED BUSINESS

XV. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE FEBRUARY 20, 2017 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. Junior Woman's Club of Mequon-Thiensville, \$25,000, Village Park Re-Imagined

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Kucharski to accept the donation from the Junior Woman's Club of Mequon-Thiensville of \$25,000 for Village Park Re-Imagined with much gratitude. **MOTION CARRIED UNANIMOUSLY.**

- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule
 - 1. April Committee of the Whole, April 10, 2017
 - 2. April Board of Trustees, April 17, 2017

Due to the 2017 Spring Election on Tuesday, April 4, 2017, the Committee of the Whole meeting will be held on Monday, April 10, 2017 and the Board of Trustees meeting will be held on Monday, April 17, 2017.

XVI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Kucharski to adjourn to Closed Session at 6:33 PM pursuant to Chapter 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 regarding negotiations for development proposals.

- 1. Roll Call Vote

Ayes: Trustees Heinritz, Holyoke, Kucharski, Prenzlów and President Mobley.

Naes: None

MOTION CARRIED.

MOTION TO RECONVENE IN OPEN SESSION

- 1. Vote of Board to reconvene

MOTION by Trustee Holyoke, **SECONDED** by Trustee Prenzlów to reconvene in Open Session at 7:54 PM.
MOTION CARRIED UNANIMOUSLY.

XVII. ADJOURNMENT

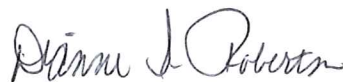
MOTION by Trustee Heinritz, **SECONDED** by Trustee Prenzlów to adjourn the meeting at 7:54 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator