

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: **Monday, June 12, 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	Kenneth Kucharski
	Ronald Heinritz	David Lange (arrived at 6:15 PM)
	Rob Holyoke	Elmer Prenzlowl
Administrator:	Dianne Robertson	
Staff:	Police Chief Scott Nicholson	
	Director of Public Works Andy LaFond	
	Assistant Administrator Colleen Landisch-Hansen (excused)	
	Clerk Amy Langlois	

III. PLEDGE OF ALLEGIANCE

Trustee Heinritz 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. May 15, 2017 Public Hearing Before the Village Board
2. May 15, 2017

V. DEPARTMENT REPORTS (Receipt)

A. Department Reports (Receipt)

1. Fire Department
 - a. May Fire, 2017
2. Police Department
 - a. May Police, 2017 (available Monday)
3. Public Works Department
 - a. May DPW, 2017 (not available)

VI. COMMITTEE REPORTS

A. Committee of the Whole

1. June 5, 2017

VII. REPORTS AND COMMUNICATIONS

- A. **Board of Review**
 - 1. May 31, 2017
- B. **Combined Special Board of Trustees and Special Plan Commission**
 - 1. May 15, 2017
- C. **Joint Review Board**
 - 1. May 15, 2017
- D. **Plan Commission**
 - 1. May 2, 2017
 - 2. May 15, 2017 Public Hearing Before the Plan Commission
- E. **Mequon/Thiensville Bike Pedestrian Commission**
 - 1. January 6, 2017
- F. **River Advisory Committee**
 - 1. May 18, 2017 (not available)
 - 2. June 15, 2017 (not available)
- G. **Capital Expenditures**

MOTION by Trustee Beck, **SECONDED** by Trustee Prenzlów 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. May 15, 2017 through June 9, 2017**Authorization for the Village Administrator to release usual and customary bills**

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Kucharski to approve Authorization for the Village Administrator to Release Usual and Customary Bills from May 15, 2017 through June 9, 2017. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. May, 2017

The Financial Report was received.

IX. PRESIDENT'S REPORT

A. Appointments

1. Operator's Licenses – New

- a. the cheel, llc**
Drew Philip Kassner
- b. Remington's River Inn**
Breanne Nicole Hunt
- c. Walgreens**
Jyotsna Kirit Patel

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Kucharski to approve the following Operator's Licenses – New: the cheel, llc: Drew Philip Kassner; Remington's River Inn: Breanne Nicole Hunt; and Walgreens: Jyotsna Kirit Patel. **MOTION CARRIED UNANIMOUSLY.**

d. Skippy's Sports Pub & Grub

Hayley Michelle Reinke, Jake Andrew Tarantino

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Holyoke to approve the following Operator's Licenses – New for Skippy's Sports Pub & Grub: Hayley Michelle Reinke and Jake Andrew Tarantino.

Ayes: Trustees Beck, Heinritz, Holyoke, Prenzlowl and President Mobley

Naes: None

Abstain: Trustee Kucharski

MOTION CARRIED.

2. Operator's Licenses – Renewal

- a. the cheel, llc**
Christopher Mason Homayouni
- b. Remington's River Inn**
Zachariah Robert Ladd

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Kucharski to approve the following Operator's Licenses – Renewal: the cheel, llc: Christopher Mason Homayouni and Remington's River Inn: Zachariah Robert Ladd. **MOTION CARRIED UNANIMOUSLY.**

c. Skippy's Sports Pub & Grub

Melissa Lee Kuehn

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Beck to approve the following Operator's License – Renewal for Skippy's Sports Pub & Grub: Melissa Lee Kuehn.

Ayes: Trustees Beck, Heinritz, Holyoke, Prenzlowl and President Mobley

Naes: None

Abstain: Trustee Kucharski

MOTION CARRIED.

3. Fire Department Member

Deanna S. Jackson

MOTION by Trustee Kucharski, **SECONDED** by Trustee Heinritz to approve Deanna S. Jackson as new Fire Department Member. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

A. Department Reports
1. Administrator's Report

Administrator Robertson reported that the Village has received the final tally on the assessed valuations. Comparing 2016 and 2017, there is an increase of almost \$2.5 million. TID value increased \$1.7 million.

All the Park equipment has been installed. A ribbon-cutting ceremony will be held on Tuesday, June 20, 2017 at noon to celebrate the new playground equipment.

Staff is working on the design of the bike path cut through at Spring Street. The Village has received approval from the County Trail Advisory Committee and We Energies. Port Washington State Bank and Fiddleheads are donating funds toward this project.

A cut through at Prime Minister is also being planned. This will need to be budgeted for.

First quarter franchise fees have been received from Charter (formerly Time Warner) in the amount of \$4,149.96 as well as the 2017 Recycling Grant in the amount of \$9,489.52.

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

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

A. Approval of Proclamation Saluting Gregory Movrich for 40 Years of Working With Walgreens

MOTION by Trustee Beck, **SECONDED** by Trustee Heinritz to approve a Proclamation Saluting Gregory Movrich for 40 Years of Working With Walgreens. **MOTION CARRIED UNANIMOUSLY.**

B. Review and approval or denial of Request from Michael Koepke, 127 South Main Street, For Rescission of the Property from the Thiensville Historical Sites and District

Mr. Michael and Mrs. Linda Koepke, 127 South Main Street were in attendance for the purpose of requesting to be removed from the Thiensville Historic District. Mr. Koepke stated that there are two reasons that this matter has been brought before the Board this evening: 1) Mr. Koepke believes the property should have never been put on the Architectural Historical Society, and 2) Mr. Koepke shared his experience with the Historic Preservation Commission (HPC) and how difficult it has been to get his project approved.

Mr. Koepke stated that in order to qualify to be a historic building according to the National Registry, there are criteria that must be met. One of the criteria relates to non-historic exteriors and stated: "if the historical exterior building material is covered by non-historic material such as modern siding, the property can still be eligible if significant form, features and detailing are not obscured. If the property's exterior is covered by non-historic false front or curtain wall, the property will not qualify under criteria a), b) or c) because it does not retain the visual quality necessary to convey the historical architectural significance. Such a property also cannot be considered

contributing elements in a historical district because it does not add to the District's sense of time and place. If a false front curtain wall or non-historic siding is removed, and the original building materials are intact, then the building's integrity can be evaluated." Mr. Koepke believes that his building fails to meet the integrity standard set forth in the guidelines by the National Registry.

President Mobley inquired if Mr. Koepke's property has a false front, a curtain wall or non-historic siding. Mr. Koepke stated that his house has stucco behind the siding, so 90% of the house's integrity has been compromised and there is no architectural detailing left. Mr. Koepke does not believe the home should have ever even qualified as historic and stated that some well-intentioned individual promoted the home to be included on the list but it does not meet the criteria.

Mr. Koepke stated that the process to get a garage approved by the HPC was started about a year ago and believes that the Board has failed the HPC by not giving the Commission any tools. The HPC is supposed to have guidelines drawn up to follow. The plans submitted by Mr. Koepke are following the architectural guidelines and stated there are not guidelines for the HPC. The Wisconsin Historical Society recommends that guidelines should be provided to the HPC – no guidelines were ever presented to or offered to Mr. Koepke. Mr. Koepke believes that the HPC is trying to do a job that is 100% subjective as to what is approved or not approved.

Last March, garage plans were submitted to the HPC by Mr. and Mrs. Koepke. This took six months to get approved by both the HPC and the Plan Commission. Mr. Koepke met the Building Inspector twice and never received a Building Permit.

The proposed plans include a white house with lap siding with a black metal roof. Mr. Koepke stated that feedback on what is specifically wrong with his plans has never been expressed. At last month's HPC meeting, more details were requested by the HPC. Since that time, Mr. Koepke received a letter from Chairman Heinritz asking for the home to resemble a more craftsman style. This was not specific enough to know what the HPC was looking for and has been frustrating to Mr. Koepke. The HPC now also asked Mr. Koepke to separate his project into three different projects: garage, front entrance and addition. For these reasons, Mr. Koepke is asking to be removed from the Historic District.

President Mobley inquired as to why a permit was not issued if both the HPC and the Plan Commission approved plans. Administrator Robertson will look into this with the Building Inspector. Any plans that were approved should have been followed up with a permit.

Mr. Koepke stated that the plans provided to the Board this evening have been emailed to the Wisconsin Historical Preservation Society and inquired if the integrity test would pass on his residence in reference to the current siding. The response was that the property would take a big hit on the integrity moving forward.

Trustee Prenzlöw inquired as to when the property was purchased by Mr. and Mrs. Koepke and when the property was placed on the National Register. The Koepke's purchased the property in 2007.

Administrator Robertson shared that the Village's Historic Preservation Ordinance went into effect in 1985, which included the property at 127 South Main Street. Trustee Kucharski inquired if at the time of purchase, was a disclosure made to Mr. and Mrs. Koepke that the property is in the Historic District along with any restrictions. Mr. Koepke responded, "none, this is all a surprise to me." The property at 127 South Main Street is Mr. and Mrs. Koepke's personal residence as well as used for an interior design business.

President Mobley polled the Board regarding allowing comments from anyone present. Trustee Heinritz reported that a Public Hearing was held which was the time for public to give comments on this issue. A Notice was sent to area residents inviting them to the Public Hearing. This item was not at a Committee of the Whole meeting because the way the Ordinance is written, the HPC holds a Public Hearing, the HPC makes their determination and then, based on that ruling, the applicant can appeal to the Village Board; this is the appeal. Based on this, Trustee Prenzlöw believes that allowing citizen to speak should be allowed. Trustee Heinritz does not feel that this is the time for public comments. Available this evening are the Minutes from that Public Hearing that include the

recommendation from the HPC to the Village Board. At the Public Hearing, no one was present for or against the proposed project. A letter requesting denial of the request for rescission was submitted by the Mequon-Thiensville Historical Society. The Board was polled and comments were allowed.

Mr. Greg Mueller, 121 South Main Street, lives and has a business at this property. Mr. Mueller stated that he has been waiting for something positive to happen to 127 South Main Street for 28 years and feels that the HPC seems to be in a bit of disarray. Mr. Mueller stated that he believes Mr. Koepke is being "horse collared" into finishing the property the way the HPC wants it done. Mr. Mueller finished his building the way he wanted. Mr. Koepke has a good plan. It was confirmed that the Thiensville Lumber building is in the Historic District. Mr. Mueller asked why the HPC is not being as restrictive about this property as it has vinyl siding on the south side and the north side is rotting and has green mold. Mr. and Mrs. Koepke want to do some great improvements that would be a great asset to the Village. Mr. Mueller wishes that the HPC would allow property owners to do what they would like to their properties and does not feel that this all makes sense with the restrictions put on the Koepke's.

Trustee Heinritz stated that the original garage was approved over a year ago, first by the Zoning Board of Appeals because the proposed garage is higher than Zoning allows, and then the HPC reviewed the plans and approved them as presented. It was agreed that this would go before Plan Commission prior to meeting with the HPC in order to expedite the process. The plans came before the HPC – on the plans it stated that the siding to be used would be hardiplank siding. The night of the approval, there was a request to change the hardiplank siding to vinyl siding. At that time, the HPC voted against this change as approvals were given by Zoning Board of Appeals and Plan Commission stating that hardiplank would be used.

At the next meeting, there was an appeal from the Koepke's requesting that this be reviewed because they were intent on using vinyl siding. This building is in a downtown area that is covered by the architectural guidelines; vinyl siding is not approved as a building material. The architectural guidelines are part of the historic guidelines. The decision was then reversed and allowed the garage to be built because it was outside of the public view and in the back of the lot; vinyl siding was approved. That Certificate of Appropriateness was approved. At any time a Building Permit could have been taken out for the garage. Nothing was done for over a year and this expired. Permits are valid for one year.

Mr. Koepke wanted to change the garage design so new plans were submitted. Included with this were plans for redoing the whole house. The submitted plans were not complete so the Village Planner could not approve them. The plans were laid over so proper details could be submitted for approval. There was nothing submitted for the next meeting.

Trustee Heinritz stated that the HPC is not holding the project up. Full approval was given and a permit could have been taken out at any time for the garage. Mr. Koepke stated that he had contacted the Building Inspector twice and did not receive a permit. Administrator Robertson stated that the only thing that would delay getting a permit would be not paying the fees. Mr. Koepke stated that fees were paid.

President Mobley inquired if the plans presented this evening have been approved by the Plan Commission. Mr. Koepke stated that these plans were not approved yet. President Mobley stated that if plan changes have been made, Plan Commission approval is required and must be first approved by the HPC.

Mr. Koepke stated that a letter from Trustee Heinritz stated that the plans have to be changed to a craftsman style and do everything separately. Trustee Heinritz stated that this is not true; the HPC is suggesting that the Commissioners may have questions because the style is changing so Mr. Koepke should probably have an alternate design for the front of the building. This is not an ultimatum but is an open point for discussion.

Mr. Koepke stated that nothing is simple when working with the HPC. Trustee Heinritz objected and stated that the HPC goes out of their way to accommodate residents and try to be as helpful as can be. Mr. Koepke stated that a letter that is more specific would be helpful to avoid more costly architect fees as well as providing some guidelines.

Trustee Kucharski stated that when the HPC met for the Public Hearing, there were three members absent, and the views of those members are not known. There was a quorum.

Trustee Heinritz reported that at the April 12, 2017 meeting Mr. Koepke appeared before the HPC and requested for the historic designation to be removed from his building. At that time, this request was reviewed and denied. Mr. Koepke then appealed the decision and a Public Hearing was held. The issue was discussed, Mr. Koepke was heard and then at a Special HPC meeting it was decided unanimously by the members present to recommend to the Village Board that rescission of the property at 127 South Main Street be denied. There were four members present in April.

There is no historic marking plaque at 127 South Main Street, and Trustee Kucharski inquired "why?" It was clarified that every building in the Historic District does not have a historic marking plaque.

Mr. Koepke's home was built in 1920. Trustee Kucharski inquired if the original owner had any historic ties to the Village. Trustee Heinritz reported that the Bubnitz family was instrumental in what is known as the old historic Thiensville downtown business district. At that time, the Bubnitz family was responsible for 4 or 5 buildings. One of the Bubnitz sons lived at 127 South Main Street for three years and then moved across the street.

Trustee Prenzlou inquired if the Village has a current and in effect set of architectural guidelines that are used across the board for the Historic District. Trustee Heinritz stated that the HPC has architectural guidelines and relies on the Secretary of the Interior Standards for Historic Rehabilitation, the Thiensville Architectural Guidelines and the Town Center Study. The HPC has not had any problems until now. Hundreds of Certificates of Appropriateness have been approved. Rarely is one not approved.

Trustee Prenzlou inquired if the request to be removed from the District came after the problems with the design and plans and asked if the use of vinyl siding was the key reason why the HPC denied the request to do the remodel. Trustee Heinritz stated that it was never denied; the plans were laid over for more information. The plans presented this evening have never been presented or denied by the HPC. There was a set of plans for a garage a year ago that were approved but no permit was issued. The plans presented this evening to the Board is a different set of plans altogether.

Trustee Kucharski inquired if the HPC requires only original materials to be used or are today's modern materials that reflect the old look allowed? Trustee Heinritz stated that every case/building is considered and the HPC tries to stress natural materials. If a property owner was to apply for historic tax credits to augment the cost of remodeling, the standards of the Secretary of Interior must be met. This would include the use of natural materials. There have been some instances where these materials have not been used but have been approved.

Trustee Heinritz restated that the reason for this evening's request by Mr. and Mrs. Koepke is to be removed from the Historic District and not at all for the building plan details. The plans presented in April could not be approved by Planner Jon Censky because they were not complete. The HPC has not seen the plans presented this evening.

Mr. Koepke stated that if his property was not in the District, the architectural guidelines state, "many of the illustrations and examples showing this guideline are taken from existing buildings. While it serves well to indicate the desired nature of buildings and remodeling it is not intended to require designers to recreate historic architectural styles or construction. Property owners are encouraged to take advantage of current construction methods and materials and interpret the desired design elements in ways appropriate to their specific project." Mr. Koepke stated that this was an extra burden. Trustee Prenzlou stated that Mr. Koepke does have an extra burden because his property is in the Historic District.

President Mobley stated that the Village looks much better than 15-16 years ago and much of this is due to the guidance from the HPC to have the highest quality as possible. Cheel, Remington's, Shully's, Fiddleheads and Port Washington State Bank all went through the HPC. It appears that while the HPC and Mr. Koepke did not always see eye to eye, there was approval granted for the garage. The permit not being issued is still an issue and is concerning. President Mobley inquired if Mr. Koepke has been in contact with Village Planner Jon Censky. Mr. Koepke's point is that the HPC is subjective and wants to be removed from the District and stated that there is supposed to be an architect on the HPC. President Mobley inquired if Mr. Koepke has been in contact with Village Planner Jon Censky. Mr. Koepke's point is that the HPC is subjective and wants to be removed from the District and stated that there is supposed to be an architect on the HPC.

Board of Trustees Minutes

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Trustee Heinritz referred to the April 12th meeting, there were two items that Mr. Koepke had on the Agenda. One item was for the new designed garage and the second was to be removed from the Historic District. At the time of submittal, an objection to going through the process was being made. In April, two Certificates of Appropriateness were submitted: one for garage approval and the other for rescission. The original plans were all approved and Mr. Koepke had over a year to take out this permit.

Mrs. Koepke reported that it is her business, Linda Koepke Interiors, at this location. Mrs. Koepke stated that significant improvements are planned for the residence. This process was started last year and just wants to update the building. The home does not have any specific architectural style or detail and has paid for an expensive architect for design. The letter to the Koepke's from Trustee Heinritz stated that the HPC would like for the home to look a little more craftsman. The plans are beautiful and would like to know the quickest way to get this done. Mrs. Koepke believes that the property value of not only her residence will improve but that of other area properties.

President Mobley shared that a Special Plan Commission meeting could be scheduled after HPC approvals to help move these plans along. President Mobley also shared reluctance in removing this property from the Historic District. Progress is being made in the District and President Mobley would like to help Mr. and Mrs. Koepke through the process.

Trustee Beck asked for clarification on the timeline of events that has occurred. Trustee Heinritz did share that there have been times that residents have come before Plan Commission prior to meeting with HPC in order to help move projects along faster. President Mobley confirmed that the Plan Commission does have final say, regardless of any HPC decision. Because of when meetings are scheduled, sometimes a resident may have to wait a month.

Again, Trustee Beck clarified that the garage was approved by HPC, then by the Plan Commission. A permit was never issued. Because no permit was issued, a decision was made to redo the garage and new plans for the house because it was the most financially prudent thing to do. Now, new plans are submitted to HPC in April but they are not complete and the project is laid over until more detailed information is received regarding materials used. Administrator Robertson shared that Mr. Koepke was not in attendance in April. Mr. Koepke asked to be reached by phone but never received a call from HPC.

President Mobley asked if Mr. Koepke had run the new plans by Planner Censky. Mr. Koepke does not believe there will be any problem with the plans and is happy to work with Planner Censky and the Board.

Trustee Beck asked if the Plan Commission could give approval, working with Planner Censky, and bypass the need for HPC approval? President Mobley stated that there is a process that must be followed, and Mr. Koepke should speak to Planner Censky.

Trustee Beck then continued to clarify the events and stated that a Public Hearing was held regarding rescission from the Historic District and HPC denied the request. The next step is to come before the Village Board with the request for rescission from the District. If rescission is granted, then Mr. Koepke's request would go before Plan Commission for approval of the remodeling plans.

Trustee Prenzlou inquired as to how to get this project approved in the shortest amount of time. Administrator Robertson stated that, considering that the property is in the Historic District, plans are required to be presented and approved at an HPC meeting and then at Plan Commission for approval. A twenty-four hour notice is required for any meeting to convene.

Village Planner Censky does need to be consulted regarding these new plans. Trustee Beck asked Trustee Heinritz what is needed of the HPC to approve the plans from Mr. and Mrs. Koepke. Trustee Heinritz stated that the HPC needs detailed architectural plans. These plans have not been submitted to the HPC to date.

HPC Commissioner Bob Blazich stated that the new plans from Mr. and Mrs. Koepke are on Wednesday's HPC Agenda, and the HPC had wondered about what color scheme was planned and how the finished product is going to look. Mr. Koepke stated that the colors proposed are black and white. The question before the Board this evening is to approve or deny rescission from the Historic District. Commissioner Blazich made an appeal to the Board to retain the integrity of the Historic District. It is contiguous buildings that include two historic districts: Federal and Village.

Trustee Beck believes that Mr. Koepke would remove his request for rescission if he in good faith believed that the Village would work with him. Trustee Beck also believes Mr. Koepke is frustrated and that the only course of action to take was to ask to be removed from the District. Trustee Beck feels that the solution would be to find a way to get this done.

President Mobley stated that a Plan Commission meeting will be scheduled as soon as possible. Mr. Koepke will get building plans once the concept is approved.

Commissioner Blazich shared that when the first garage plans were submitted the vinyl siding was approved because it was in the back of the house and hidden from the road even though the plans stated hardiplank and also stated that any improvement to the house will not be approved by the HPC if vinyl is proposed. There is a procedure to go through and appealed to Mr. Koepke to maintain the integrity of the home. Commissioner Blazich understands Mr. Koepke's frustration and is eager to see this project approved. Commissioner Blazich stated that, in concept, he does not see a problem seeing this being approved on Wednesday evening. Mr. Koepke stated that the plans being submitted on Wednesday include everything requested by the HPC.

President Mobley shared that the Village has an interest in property owners improving their property but there are also processes to go through. The Village will work to expedite the project and will inquire about the Building Permit with the Building Inspector.

Trustee Beck does not want Mr. and Mrs. Koepke to be frustrated and expressed that the Board is here to help the Village residents and business owners and wants to hear that everything will be done to get the plans approved as quickly as possible.

Trustee Heinritz reported that after the plans were laid over for more information, a meeting was set up with Mr. Koepke and Planner Censky to go over the plans and to discuss how to expedite the process to get the project completed. After the meeting, Trustee Heinritz sent a letter suggesting a more craftsman feel.

Trustee Prenzlowl suggested that if the plans are not approved this week, that this be brought before a Special Board meeting next week. Trustee Beck agreed. Trustee Prenzlowl also stated that this is not a customer service case that anyone should be proud of.

Mrs. Koepke will be in attendance at the HPC meeting on Wednesday, June 14, 2017.

Trustee Lange echoed the Board and would like to see the improvements approved. Trustee Beck stated that it is best for the whole Village for the property not to be removed from the District and believes that this project will move forward.

Trustee Heinritz shared that in the 1990's many residents felt that too many historic buildings were disappearing and being removed or torn down needlessly. In February 1994, at a Public Hearing, the Thiensville Historic District was approved. This is a contiguous District. HPC members have attended conferences that have enabled them to be able to help residents along in the process. The new plans submitted by the Koepke's is proposing a new hardiboard product with which the HPC is pleased.

MOTION by Trustee Holyoke to table this item.

- C. Discussion and approval of Noise Ordinance Extension for the cheel, llc, on Saturday, July 15, 2017 for a Private Event and on Saturday, July 29, 2017 for Cheel-abration

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to approve the Noise Ordinance Extension for the cheel, llc, on Saturday, July 15, 2017 until 11:00 PM for a Private Event and on Saturday, July 29, 2017 until Midnight for Cheel-abration. **MOTION CARRIED UNANIMOUSLY.**

D. Report on Lift Station Study (Dave Arnott, Ruekert & Mielke)

Director of Public Works Andy LaFond stated that about a year and a half ago the Village commissioned Ruekert & Mielke to do a lift station study to report on the current conditions, capacity and mechanicals for future maintenance.

Mr. Dave Arnott, Ruekert & Mielke, reported on the sewage pump station. The pump station was constructed in 1986, it is a wet/dry well station and it pumps through a pipe that is about 5,000 feet long called a force main to the City of Mequon. All the wastewater created by the Village of Thiensville goes through this station. Milwaukee Metropolitan Sewage District (MMSD) has an agreement with the Village that allows the Village to pump up to 4.19 million gallons per day of sewage to the District (goes to Mequon and then MMSD). The study objective was to look to the next 20 years and determine as to what has to be done to the pump station to provide dependable and reliable service.

In working with Director of Public Works LaFond, there were some issues that were requested to be addressed in the study.

First, the issue of high and low flow rates were addressed. For the high flow portion of this topic, there have been instances in the past where all three pumps were needed to convey the sewage and to keep up with the flow coming into the wet well. So, there is a question of whether this pump station has enough capacity. Those high flow events took place before the Pigeon Creek project in 2009. That project has helped to alleviate the high flows and reduce the flows coming before the lift station in wet weather.

There is also a low flow problem. The low flow problem was indicated in the middle of the night in hot dry weather, (worst case was summer of 2012) the controls on the pumps are set that they would ramp down in speed and there would be a situation where you would be getting 100 to 150 gallons per minute going through a pump and going through 10 inch piping at a very low velocity. Any rags or debris in the sewage would catch on the valves which creates a blockage and then would have to be cleared out.

Another problem is grease accumulation in the wet wells. This pump station has a north wet well and a south wet well; the wells are separated by a gate. The wet wells are configured like this so half can be worked on while the other half is in operation.

Pump flogging was another issue that was uncovered. A plan has been developed to correct this.

Hydrogen sulfide generation was also addressed. The interceptor that goes through the City of Mequon is a concrete interceptor and has been recently lined. Before it was lined, it showed significant deterioration due to hydrogen sulfide. Part of this study addresses this.

The last issue was looking at the force main and at a procedure called ice pigging. Ice pigging is a way of cleaning the force main that scrapes off the sidewalls to create a larger pipe. When the lift station was put into service in 1986, the pipe was new but got dirty very quickly. Over time, scum accumulates on the side of the pipe, and the 16" pipe is no longer 16"s.

The following describes the recommended plan for pump station improvements and modifications:

High and Low Flow Rates:

For the high flows, it has been determined that the capacity right now is good for ultimate build out of the Village. Because of the Pigeon Creek project, there will be no need to replace these pumps with larger pumps.

For the low flow condition, it is recommended that the Village experiment with an on/off type of configuration instead of being on all the time by matching the pump flow rate to the influent flow rate and recommend keeping the existing control program in case the new program does not function as intended.

Grease Accumulation:

An automatic flush system should be installed for each side of the wet well. Right now there is the ability to manually flush. The system includes two new valves and automatic actuators, piping and fittings. A core through the pump room and west side of the wet well will be required.

Pump Clogging:

In April 2016 the Village approved LW Allen to do a detailed inspection. LW Allen is the manufacturer/representative for the pumps. What was found is that two of the three pumps have some fairly significant gaps. There are very tight clearances. Over the years, these clearances have opened up significantly and that is what is causing the clogging. Ruekert & Mielke has reviewed this report and agrees with the assessment. By rebuilding the pumps, Ruekert & Mielke is confident that the issue will be corrected.

Trustee Holyoke inquired about grinders in the pumps. Director of Public Works LaFond clarified that the pumps do not have grinders and restoring them back to their initial tolerance will prevent the need for grinders. Mr. Arnott does not recommend grinders as this adds extra cost and maintenance and may significantly reduce the through put of the station.

Hydrogen Sulfide Generation:

Ruekert & Mielke has coordinated with a company that sells a nitrate chemical and suggests that the Village coordinate with the City of Mequon to also use this chemical. If Mequon is in agreement, it is recommended to try this product for one year and do tests with and without the chemical during normal dry weather flow to determine the efficiency of the product. The idea for the chemical is that a nitrate compound is introduced into the wastewater and the bacteria used in the nitrate as a reducing agent instead of sulfur so hydrogen sulfide is not generated. This is something that is used at other lift stations that Ruekert & Mielke is involved with.

Mequon is currently not using any chemical treatment. Because of the joint ownership, it would not make sense for only the Village to use this chemical.

Ice Pigging:

It is not recommended at this time for ice pigging to be done. The benefit, if done, would be marginal at best and Mr. Arnott does not believe the force main is clogged and that the pressures are what they should be.

Other:

In addition to the main objectives of this study, there are several other minor problems if the Village is interested in resolving:

- One plug valve on the 12-suction piping is very hard to operate. The gear reducer for this plug valve should be replaced.
- The wet well gate is difficult to operate and should be replaced. This gate provides isolation of the two sides of the wet well.
- Installation of a davit crane configuration for confined space wet well entries. This will help with safety.
- Occasionally, the wet well float switches do not operate properly due to debris and/or grease at the wastewater surface. It would be advantageous for the Village to have the SCADA system installed.

Ruekert & Mielke believes the total cost would be about \$205,000, which includes engineering and contingency. The proposed schedule includes: beginning design October 2017, complete design December 2017, bid opening January 2018, contract in place and issuance of Notice to Proceed to Contractor March 2018 with completion in June 2018. Ruekert & Mielke is prepared to begin earlier if needed.

Director of Public Works LaFond stated that the costs of this would be addressed at sewer budget time. The study has helped determine what needs to be done and what does not need to be done. These repairs can really take the Village into the next 20 years.

Mr. Arnott indicated that the pump upgrades can be done as part of the project or done at any time. LW Allen has quoted a price for this portion of the project.

Administrator Robertson shared that \$65,000 is budgeted for the sewer budget for repairs. Money can be taken from contingencies or by raising rates. There is about \$1 million in contingencies.

E. Discuss DNR TMDL and Phosphorous Limits (Dave Arnott, Ruekert & Mielke)

Mr. Arnott gave an update on the Milwaukee River Basin Total Maximum Daily Load (TMDL).

TMDL is basically a pollution budget for a body of water, and it establishes healthy levels of pollutants that are needed to meet water quality goals. A body of water can assimilate a certain level of pollution and absorb that and still meet its designated uses as set forth by the Department of Natural Resources (DNR). The DNR looks at keeping water swimmable and fishable. A TMDL is required on all impaired waterways.

Mr. Arnott shared photos of waterways that are not healthy: Lake Michigan after a heavy rain, North Lake in Waukesha County, Pewaukee Lake closed due to high bacteria and Fox River near Green Bay. Clean water is a huge economic attraction.

Another reason for concern is that a storm water permit will take into account the TMDL reductions.

Wisconsin falls into the 501-1000 impaired waterways category. Pennsylvania is in very tough shape.

TMDL's address municipalities, farmers and industry. For municipalities, wastewater treatment plants and storm water permits are addressed. The storm water permit is applicable to the Village. Compliance includes a combination of stakeholder education which involves the understanding of a new level of acceptance. The pollutants in question are the total phosphorous and total suspended solids. A suspended solid is a very small solid that is not like sand, it will not drop out and is so light that it is suspended in the water and can get into the gills of fish and kill them.

Director of Public Works LaFond reported that the DNR looked at the River and did a computer model of how much the Village is contributing. The study included three areas of the River. The southeast side of the Village indicated that in June the Village should have 77% less solids – put into real number, the removal of 6 thousand pounds of solids in the month of June.

The Village is working in consortium with other communities. It is a lot cheaper to do this in a rural environment compared to an urban environment.

Trustee Prenzlou inquired as to how much solid comes from the Village. Director of Public Works LaFond indicated that it is miniscule compared to others but a large number was indicated by the study. Mr. Arnott stated that this study has been checked and rechecked. The land use is one of the most important components that make up the model and does take into account the topography of the Village.

The Milwaukee River's TMDL came out with draft allocations about three or four months ago indicating three regions in Thiensville. The phosphorous cost equates to about \$1,500 per pound to remove phosphorous from municipal storm water. At a wastewater plant, the cost is about \$150 to \$300 per pound. If paying a farmer to change their practices, the cost averages about \$60 to \$80 per pound. Looking at other compliance options may be beneficial.

On June 22, 2017 there will be a meeting to address the TMDL. Grant dollars have been applied for. As a larger group, working with other communities may help in securing some grant money.

The TMDL project is a 15 to 25 year program.

Storm water is discharged into the river. Sanitary sewer goes to MMSD.

Lawn fertilizers do contribute to higher phosphorous runoff. Phosphorous is not in residential grade fertilizer but can still be found in commercial grade fertilizer applied to parks, golf courses, etc. The Scotts fertilizer purchased for residential homes is phosphorous free. Phosphorous can also still be found in commercial grade fertilizer used by lawn care services.

The Board thanked Mr. Arnott.

- F. Review and approval of Appointing Michael Onela and Mitchel Shaurette to the Special Police

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Heinritz to approve Appointing Michael Onela and Mitchel Shaurette to the Special Police. **MOTION CARRIED UNANIMOUSLY.**

- G. Review and approval of Resolution 2017-08 an Agreement for Transfer of Ownership of Two Octagon Buildings and Snack Shack from the Thiensville Fire Corporation to the Village

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve Resolution 2017-08 an Agreement for Transfer of Ownership of Two Octagon Buildings and Snack Shack from the Thiensville Fire Corporation to the Village. **MOTION CARRIED UNANIMOUSLY.**

- H. Discussion regarding Amending the Sign Code to Allow Electronic Display Signs in the Village

President Mobley asked the Village Board for guidance regarding allowing electronic display signs in the Village. As of now, no electronic signs are allowed in the Village. A request has been received from Grace Lutheran Church to install an electronic sign. The majority of the Plan Commission was not in support of allowing a variance for the electronic sign. In the interest of serving, the Sign Code can be amended by the Village Board.

Administrator Robertson shared that some of the Plan Commission members believe these signs to be distracting to drivers, especially on the corner of Green Bay and Freistadt. In the past, the same request had come before the Plan Commission from Walgreens and PNC Bank. Both requests were denied.

Trustee Holyoke would not like to see electronic signs in the Historic District. Trustee Kucharski has spoken to some residents and has not found anyone to be in favor of the electronic signs and believes that at the intersection in question this would be very disruptive.

President Mobley would prefer for the Sign Code to remain. Trustee Prenzlowl believes the electronic signs are a good way to communicate information but can understand why our community would not be in favor of them.

Some signs are multi-colored and flash which is distracting. President Mobley cautioned against approving one sign because more requests may be made if one is allowed.

Trustee Prenzlowl does not believe there is a compelling public interest to allow electronic signs.

A majority of the Village Board is not in favor of amending the Sign Code to allow electronic signs.

- I. Presentation of New Village Website (Director of Public Works LaFond)

The presentation of the new Village website has been postponed for another meeting.

NEXT RESOLUTION NUMBER:	2017-09
NEXT ORDINANCE NUMBER:	2017-06

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 MAY 15, 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. \$50.00 from Patricia Lawrence to the Thiensville Police Department
 - 2. \$200.00 from Grube's Towing & Repair to the Thiensville Police Department for Bike Safety Days
 - 3. \$100.00 from Richard and Patricia Gattoni for Village Park Reimagined
 - 4. \$100.00 from an Anonymous Donor for Village Park Reimagined

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to accept the following gifts with much gratitude: \$50.00 from Patricia Lawrence to the Thiensville Police Department, \$200.00 from Grube's Towing & Repair to the Thiensville Police Department for Bike Safety Days, \$100.00 from Richard and Patricia Gattoni for Village Park Reimagined and \$100.00 from an Anonymous Donor for Village Park Reimagined. **MOTION CARRIED UNANIMOUSLY.**

- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule:
 - 1. Combined COW and Board on Monday, July 17, 2017
 - 2. Plan Commission on Tuesday, July 18, 2017

The July COW and Board will be combined and will meet on Monday, July 17, 2017. Plan Commission will meet on Tuesday, July 18, 2017.

XVI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Holyoke to adjourn to Closed Session at 8:06 PM pursuant to Chapter 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 regarding police personnel.

- 1. Roll Call Vote

Ayes: Trustees Beck, Heinritz, Holyoke, Lange, 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 Lange to reconvene in Open Session at 9:05 PM. **MOTION CARRIED UNANIMOUSLY.**

XVII. ADJOURNMENT

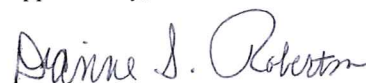
MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to adjourn the meeting at 9:05 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator