

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: **Monday, July 17, 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
	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 Beck 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. June 12, 2017

V. DEPARTMENT REPORTS (Receipt)

- A. Department Reports** (Receipt)
1. Fire Department
 - a. June Fire, 2017
 2. Police Department
 - a. June Police, 2017 (available Monday)
 3. Public Works Department
 - a. June DPW, 2017 (not available)

VI. COMMITTEE REPORTS

VII. REPORTS AND COMMUNICATIONS

- A. Historic Preservation Commission**
 - 1. May 10, 2017
 - 2. May 23, 2017 Public Hearing Before the Historic Preservation Commission
 - 3. May 23, 2017 Special Historic Preservation Commission
- B. River Advisory Committee**
 - 1. May 18, 2017 (not available)
 - 2. June 15, 2017 (not available)
- C. Capital Expenditures**

MOTION by Trustee Beck, **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. May 12, 2017 through July 14, 2017

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Kucharski to approve the Accounts Payable from May 12, 2017 through July 14, 2017 in the amount of \$1,337,923.06. **MOTION CARRIED UNANIMOUSLY.**

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

The Financial Report was received.

IX. PRESIDENT'S REPORT

- A. Appointments**
 - 1. **Operator's Licenses – Renewal**
 - a. **Chuck's Place**
Heidi M. Anderson
 - b. **glaze, llc**
Heather Anne Albrecht, Philip Gerald Eckert, Skye Fisher Marach

MOTION by Trustee Kucharski, **SECONDED** by Trustee Beck to approve the Operator's Licenses – Renewal for the following: Chuck's Place – Heidi M. Anderson and glaze, llc – Heather Anne Albrecht, Philip Gerald Eckert and Skye Fisher Marach. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Fire Department Member**
Amanda L. Larson

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Kucharski to approve the Appointment of Fire Department Member Amanda L. Larson. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

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

Administrator Robertson reported that the Village is in receipt of the Fire inspection fees from the State of Wisconsin.

Congratulations to Amy L. Langlois for completing her Municipal Clerk training.

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

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

- A.** Acceptance of Fire Department Annual Report (presented in June)

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to Accept the 2016 Fire Department Annual Report.
MOTION CARRIED UNANIMOUSLY.

- B.** Presentation and acceptance of Thiensville Police Department Annual Report
Presented by Police Chief Scott Nicholson

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Kucharski to Accept the 2016 Thiensville Police Department Annual Report. **MOTION CARRIED UNANIMOUSLY.**

- C.** Review and approval of Resolution 2017-09 an Agreement Between the Village of Thiensville and Port Washington State Bank for the Connection of the Sump Pump Discharge to the Village of Thiensville Sanitary Sewer System

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution 2017-09 an Agreement Between the Village of Thiensville and Port Washington State Bank for the Connection of the Sump Pump Discharge to the Village of Thiensville Sanitary Sewer System. **MOTION CARRIED UNANIMOUSLY.**

- D.** Review and approval of:

CITIZEN APPOINTMENT:
M-T Bikeway Committee

Sam Azinger, 131 North Highland Avenue
To Fill Vacancy of Daniel Waschow
Expires 4/30/18

MOTION by Trustee Lange, **SECONDED** by Trustee Prenzlów to approve the Citizen Appointment for the M-T Bikeway Committee, Sam Azinger, 131 North Highland Avenue, To Fill Vacancy of Daniel Waschow, Expires 4/30/18. **MOTION CARRIED UNANIMOUSLY.**

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- E. Review and approval of Certificate of Recognition for Attaining Rank of Eagle Scout, Keaton Rathe, Boy Scout Troop #852

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve Certificate of Recognition for Attaining Rank of Eagle Scout, Keaton Rathe, Boy Scout Troop #852. **MOTION CARRIED UNANIMOUSLY.**

- F. Review and approval of Ground Lease Agreement – PI Tower Development, LLC/ Village Pump House Property, 201 North Main Street

Trustee Prenzlowl requested for this to be discussed in Closed Session.

- G. Review and approval of Fire Deputy Chief-Operations & Director of EMS Position and Approve the Job Description

Fire Chief Reiels and Assistant Chief Barrett submitted to the Board their recommendation in order to address the pressing staffing concern regarding the Department's paramedic program and presented four distinct options.

Assistant Chief Barrett contacted a private ambulance service to inquire about providing 24/7 paramedic EMS service for the Village. After discussions, it appears that more analysis will be required to develop a true cost of operation. If the Village does contract out for EMS service, there would be a complete loss of revenue that at the moment is funding equipment replacement. This appears to be a long-term discussion and not suitable for the immediate concerns.

A meeting was held with southern Ozaukee mutual aid City and Village Administrators and Fire Chiefs to discuss working collaboratively in the future. This will take some time as well. The City of Mequon is currently doing an internal staffing study. It was agreed to reconvene in October to explore this further to discuss the possibility of a global study involving southern Ozaukee municipalities or beyond.

Part-time hourly staffing was considered, however, based on discussions with other mutual aid departments, it presents similar staffing issues that are currently experienced in the Department.

Finally, hiring a salaried Deputy Chief responsible for the direction of the EMS program, fire inspections, handling community outreach programs and managing the day-to-day operations was proposed. Over the years part-time employees have handled the inspection program but with turnover there has been some inconsistencies. The Fire Department has recently lost five paramedics, and it appears this staffing concern will not go away.

Both Chief Reiels and Assistant Chief Barrett believe that the option of hiring a salaried Deputy Chief is the best option for the Department and are understanding that this causes an economic impact but believe that over time this position will provide the greatest stability moving forward.

Administrator Robertson shared that the job description has been reviewed by the Village Labor Attorney. This position would be an exempt position that is not eligible for overtime and is a staff appointment. No additional costs would be incurred over and above the salary. This position will most likely be second shift but will need to be flexible. Fire inspections are typically performed during normal business hours.

Chief Reiels applauded the Fire Department members for all stepping up to help with coverage.

Trustee Beck inquired about paramedic coverage during first and third shift. Assistant Chief Barrett stated that adding a Deputy Chief would allow the Department to be staffed with one member and scheduling at least month to month with other members around this time.

Administrator Robertson shared that Peter Neuman, one of the Village's Department of Public Works employees, just recently became a paramedic and is available for additional coverage.

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Trustee Prenzlowl asked for clarification as to the needs of the Fire Department and inquired if a paramedic or Deputy Chief should be hired or someone at a level of service provided along the lines of an EMT and would like to see these different pay scales, and suggested having the day and evening shift paramedics doing fire inspections. Chief Reiels stated that this proposed position provides flexibility that a strict paramedic would not provide.

Administrator Robertson shared that the day the meeting was held with southern Ozaukee mutual aid City and Village Administrators and Fire Chiefs, Saukville needed a paramedic and Thiensville responded when other departments did not have paramedic availability. This position will provide the greatest flexibility and addresses several Village needs and in the long run is the most cost effective solution. This would be a Village employee.

Trustee Prenzlowl inquired if there was any savings in having an employee sitting in the Department at a reduced rate on call versus having a full-time employee. Administrator Robertson shared that anyone paid more than 30 hours per week must be offered health insurance.

Chief Reiels believes that in the future more and more Departments will be collaborating in some way. Administrator Robertson shared that one way to address this is to have three or four communities form a Southern Ozaukee Paramedic/EMS Department.

President Mobley commended Administrator Robertson and Chief Reiels for being proactive.

It was shared that twice a year fire inspections must be made and this position would offer much needed consistency and follow up.

Trustee Heinritz extended his appreciation of the services provided by the Fire Department and expressed concern about hiring a full-time employee as to if this will make it more difficult in the future if a comprehensive study is needed. Administrator Robertson shared that all four surrounding Administrators have committed to budgeting money in the 2018 Budget for such a comprehensive study.

Trustee Kucharski believes that there is a cost savings as well as a cost investment because in the event there is a call, someone would have to be on duty either way.

Trustee Heinritz inquired that if the need occurs for private ambulance service, could this be done on a part-time or emergency basis to fill in. Chief Reiels shared that this is not a typical practice. The primary focus in Ozaukee County for private ambulance services is hospital-to-hospital transport. For an ambulance to sit at the Village station would probably be a violation.

At this time there is enough money in the General Fund and Fire Department Budget to fund this position.

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to approve the Fire Deputy Chief-Operations & Director of EMS Position Concept and Job Description. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2017-10
NEXT ORDINANCE NUMBER:	2017-06

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.

Jim Gennrich, 509 Laurel Drive, shared that his electric panel had gone out and the meter is now obsolete and is before the Board this evening regarding Ordinance 14-408 which reads “any electrical service change or new service installation after October 10, 1986 shall be installed with underground services.” The underground service requires a different meter than above ground service. The total cost to Mr. Gennrich was \$3,000.

Mr. Gennrich inquired as to why this Ordinance exists to mandate this service and stated that underground service is only about 18-24 inches deep and can be hit due to planting or post hole digging if unaware of where the line is. In communication with We Energies the maintenance costs for underground service is more expensive to repair than above ground service. Mr. Gennrich checked into other neighboring communities to find that Mequon, Cedarburg, Grafton and Saukville do not require service to be buried and allows the homeowner to choose the type of service.

President Mobley requested that this item be placed on the August Committee of the Whole Agenda.

Sara Harder, 302 Division Street, addressed the Board regarding allowing egg laying hens to be in the Village. Mequon, Cedarburg, Grafton, River Hills and Germantown all allow homeowners to keep hens on their property. Ms. Harder would like the Village to consider allowing residents this opportunity.

Trustee Holyoke requested that this be on an upcoming Agenda.

Trustee Heinritz updated the Board on the most recent Historic Preservation Commission (HPC) meeting. A demolition permit for 200 Green Bay Road was approved. A landscape plan was also presented by MSP Real Estate. HPC indicated that the concrete basement walls and flooring should be removed from the site, the existing well to be abandoned and the existing sign to be removed. The landscape plan was approved contingent on the satisfaction of the Village Director of Public Works.

Trustee Prenzlou stated that the HPC, Village President and Village Administrator tried their best to save 200 Green Bay Road. He also reported on the need for a no-parking sign on Main Street in front of Port Washington State Bank.

XV. UNFINISHED BUSINESS

XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE JUNE 12, 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. \$13,462.00 from Van and Susan Mobley for Molyneux Park Obelisk
 - 2. \$1,000.00 from the Moms Club of Mequon-Thiensville for Village Park Re-Imagined
 - 3. \$50.00 from an Anonymous Donor to the Thiensville Police Department
 - 4. \$50.00 from John Treffert for Village Park Re-Imagined
 - 5. Framed Print of the Old Fire Station from Donald and LaVerne Molyneux
 - 6. Framed Print of the Professional Building on Green Bay Road from Donald and LaVerne Molyneux
 - 7. \$3,000.00 from The Optimist Club of Mequon-Thiensville, Year One of Three, Park Benches for Village Park Re-Imagined

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MOTION by Trustee Prenzlów, **SECONDED** by Trustee Lange to accept with gratitude the following donations: \$13,462.00 from Van and Susan Mobley for Molyneux Park Obelisk; \$1,000.00 from the Moms Club of Mequon-Thiensville for Village Park Re-Imagined; \$50.00 from an Anonymous Donor to the Thiensville Police Department; \$50.00 from John Treffert for Village Park Re-Imagined; Framed Print of the Old Fire Station from Donald and LaVerne Molyneux; Framed Print of the Professional Building on Green Bay Road from Donald and LaVerne Molyneux; and \$3,000.00 from The Optimist Club of Mequon-Thiensville, Year One of Three, Park Benches for Village Park Re-Imagined. **MOTION CARRIED UNANIMOUSLY.**

- D.** Dialog with Mequon regarding water utility service
- E.** Review next month's meeting date schedule

Next month's Committee of the Whole and Board of Trustees meeting will be combined and will meet on Monday, August 21, 2017.

XVII. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to adjourn to Closed Session at 7:42 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 and fire personnel and Pursuant to Chapter 19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations regarding police personnel and 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, wherever competitive or bargaining reasons require a closed session regarding negotiations.

- 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
- 2. Approval of a Fire Department Paramedic Appointment: Deputy Chief-Operations & Director or EMS and Approve Salary Schedule

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to reconvene in Open Session at 9:47 PM.

MOTION CARRIED UNANIMOUSLY.

MOTION by Trustee Lange, **SECONDED** by Trustee Prenzlów to approve the Deputy Chief of Operations & Director or EMS Fire Department Paramedic Appointment of Joel Deutsch and Approve the Salary Schedule.

MOTION CARRIED UNANIMOUSLY.

XVIII. ADJOURNMENT

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to adjourn the meeting at 9:48 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator