

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, February 19, 2018

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

**TIME: Immediately following Public Hearing
Scheduled at 6:00 PM**

I. CALL TO ORDER

President Mobley called the meeting to order at 6:20 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	
Planner:	Jon Censky	
Staff:	Police Chief Scott Nicholson	
	Director of Public Works Andy LaFond	
	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. January 15, 2018
- B. Special Board of Trustees**
 - 1. February 5, 2018

V. DEPARTMENT REPORTS (Receipt)

- A. Department Reports (Receipt)**
 - 1. Fire Department
 - a. N/A
 - 2. Police Department
 - a. January Police, 2018
 - 3. Public Works Department
 - a. January DPW, 2018

VI. COMMITTEE REPORTS

- A. Committee of the Whole**
 - 1. February 5, 2018

VII. REPORTS AND COMMUNICATIONS

- A. **Mequon/Thiensville Bike Pedestrian Commission**
 - 1. September 1, 2017 (not available)
 - 2. November 1, 2017 (not available)
- B. **Historic Preservation Commission**
 - 1. January 10, 2018
- C. **Plan Commission**
 - 1. January 9, 2018
- D. **River Advisory Committee**
 - 1. June 15, 2017 (not available)
- E. **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. January 15, 2018 through February 16, 2018

MOTION by Trustee Heinritz, **SECONDED** by Trustee Lange to approve the Accounts Payable for January 15, 2018 through February 16, 2018 in the amount of \$1,305,541.45. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. January, 2018

Not available.

IX. PRESIDENT'S REPORT

- A. **Appointments**
 - 1. **Special Police Officer**
Mitchell Mallouk

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Kucharski to approve the Appointment of Special Police Officer Mitchell Mallouk. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Fire Department Member**
Brendan L. West

MOTION by Trustee Kucharski, **SECONDED** by Trustee Beck to approve the Appointment of Fire Department Member Brendan L. West. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

A. Department Reports

1. Administrator's Report

Administrator Robertson shared that property tax collection is higher this year than last year. 2017 Tax collections yielded 88.79% of the total due, compared to 82.16% last year. Village office collections increased while bank collections decreased.

The 2018 Spring Primary is tomorrow, February 20th. The 2018 Spring Election is on Tuesday, April 3rd.

The annual audit went well. Auditor John Knepel will report to the Board at a future meeting.

Former County Supervisor John Hilber passed away earlier this month.

Around the Corner with John McGivern will spotlight Mequon and Thiensville on Thursday, March 22nd at 7:00 PM. A preview party will be held on Monday, March 12, 2018 at Shully's. Doors open at 5:30 PM.

Fourth quarter franchise payments have been received from Wisconsin Bell and Charter Communications.

2. Building Inspection Department (Receipt)

a. January, 2018 Report

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

Attorney Feind reported that progress is being made in regards to the Verizon tower. Agreement has been met on almost all terms set by the Village Board with hopes to finalize in March.

XII. COMMITTEE REPORTS

- A..** Review and approval of Ordinance 2018-02, an Ordinance for a Text Amendment to Village Code Section 17.0308 C. to Amend Conditional Uses as Currently Defined Pertaining to the B-1 Central Business District to include Outdoor Beer Garden as an Approved Use

Trustee Kucharski would like to look at putting a liquor/beer/wine restriction at some point in the future with regard to any conditional use request for a beer garden.

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve Ordinance 2018-02, an Ordinance for Text Amendment to Village Code Section 17.0308 C. to Amend Conditional Uses as Currently Defined Pertaining to the B-1 Central Business District to include Outdoor Beer Garden as an Approved Use. **MOTION CARRIED UNANIMOUSLY.**

- B.** Presentation by Village Park Reimagined Ad-Hoc Committee (Director of Public Works Andy LaFond and Assistant Administrator Colleen Landisch-Hansen)

Director of Public Works Andy LaFond and Assistant Administrator Colleen Landisch-Hansen presented to the Board an update of the progress to date regarding the Park improvements.

The Village Park Reimagined Committee has been meeting weekly since the beginning of the year. It is exciting to possibly have four new members joining the Committee.

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The improvements in the Park started with the Comfort Station and then with Phase I. The generous donation from the Junior Woman's Club of Mequon-Thiensville helped with the entryway feature. Phase II opened last summer with the new playground equipment and landscaping.

Next is Phase III which is planned for the space from the octagons to the river which includes features such as a Giving Tree, the River Stage and the Central Fountain.

The River Stage can be used for concerts, dance recitals, festival contests, live theater and movies. The Park is already home to events such as these where temporary facilities are brought in. This will provide a permanent venue. The proposed stage will be placed where the Family Fun Before the 4th tent is set up. This will leave space for other uses with the back of the stage close to the parking lot. Because this is a pre-fab structure, enhancements can be added with architectural elements, landscaping and stone work.

Trustee Lange inquired about flooding. Director LaFond shared that this is designed with flooding in mind. The floodplain engineer has done an analysis of the stage height and has confirmed that nothing in the floodplain is affected. Evidence of this not effecting anyone downstream with this improvement is required by the DNR.

The roof is metal with a tongue and groove wood underneath.

An interconnect between the driveway going to the octagons and the riverwalk trail, as well as on the left, the size was increased and aligned as a ramp going up to the stage. Even though there will be curb sides, a straight box truck can back up and unload musical equipment or movie equipment.

Director of Public Works LaFond shared that the stage could be used for the musical talent at the Farmer's Market as well as the Thiensville Business Association events. This is designed to be used year-round and can also be used as an additional pavilion.

The estimated project cost is \$215,000. The structure itself is about \$125,000; the rest is landscaping, footings, concrete and electrical work. The Greenfield Public Works crew assembled a similar structure. Director of Public Works LaFond is planning to meet with Greenfield to see how that went to possibly have the Village crew do the installation. This equates to a savings of about \$35,000. Because this is product that was purchased and assembling it, the project did not have to be bid out.

There has been a lot of interest in donations for the stage from larger businesses, banks and individual donors.

The Central Fountain is planned for the center of the Park between the octagons and playground. This can be lit up in the winter. An official splash pad is not planned because splash pads need fences. During an event the sprays can be turned off. It is all flush mount so the space can be used for the market or an area for music.

The estimated cost for the Central Fountain is \$250,000. Assistant Administrator Landisch-Hansen stated that an initial estimate based on current water rates would be about \$15,000 a year to operate. Options are being looked into for lower operational costs.

If water is recycled from the fountain, the water must be chlorinated with a licensed pool operator. There is potential to reuse the water for street sweeping, sewer cleaning and flower watering. Heartland has a similar fountain; their water rates are about half of the Village's. Assistant Administrator Landisch-Hansen stated that there may be grants available pertaining to recapturing the water for another use.

There are very clear rules that water rates cannot be discounted for governments. There is a potential request for a rate study this fall from the school district, and there may be a bulk municipal rate available.

The Giving Tree will be Thiensville's first public art. This a permanent 8' x 10' tree made out of iron that would have copper leaves to recognize donors. The tree will hold 250 leaves with the ability to expand to 500 to recognize the individual donors. Tiered rocks around the tree would also have donor names. When a leaf is purchased, a smaller leaf will be given as a gift. Price tag per leaf is \$250. Assistant Administrator Landisch-Hansen shared that the sale of 72 leaves would pay for the cost of the tree so anything above and beyond that would help with ongoing

improvements. There has been a lot of interest from people hoping to buy a bench in memory of a loved one, however, there is no need for more benches thanks in large part to a donation from the Optimist Club. Our experience with engraved bricks on walkways has been that they break. After a while the branches on the Giving Tree will rust and turn brown and the leaves would patina and turn green. The price point to have a donor's name on the boulders is about \$1,000 - \$5,000. The Committee is looking at those donors who have already donated and will incorporate everyone that has been given.

The tree cost is \$18,000, and pricing is still being looked at for the leaves. Director of Public Works LaFond shared a promotional booklet for Park giving. The Village has committed \$100,000 with the hopes for Phase III to raise an additional \$325,000. No donation will go unrecognized. Major sponsorship levels are being sought for the Stage and Fountain. Assistant Administrator Landisch-Hansen reported that the naming rights for the stage would be at the Headliner \$75,000 level; Opening Act is \$50,000 and Promoter level is at \$25,000.

Park improvement donations include: 2016 = just over \$21,000, 2017 = almost \$40,000 and 2018 = already have received over \$5,000. This is all without a direct marketing campaign. There is about \$23,000 in reserve without 2018 money.

A Gala in the Park is scheduled for Saturday, June 2, 2018 starting at 5:30 PM. There will be a cocktail hour, dinner, entertainment, silent and live auction and Shully's will cater the event. Ticket prices will be \$125 each. The old playground equipment is also going to be auctioned off as well as a Family Fun Before the 4th premier fireworks viewing area and a premier parade route site.

The Board expressed their thanks for all the work put into the Park improvement planning.

Trustee Lange inquired about digital marketing. Director of Public Works LaFond indicated that a Facebook page has been started, the Park has its own domain name (villageparkreimagined.com) and is being updated and an email list is being created.

If there is a lot of momentum generated for the stage, potentially the Committee may request the \$50,000 allocated for the Fountain to be used and then replenish at a later date.

President Mobley questioned that maybe a list could be acquired from the area schools to be used to mail the Gala invitation to. Director of Public Works thought that maybe the invitation could be included in the school newsletter.

C. Review and approval of Contract for Giving Tree, Village Park, TeCe Studio LLC

Administrator Robertson shared that there are funds in reserve from 2017 being requested for the purpose of acquiring the Giving Tree.

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to approve Contract for Giving Tree, Village Park, TeCe Studio LLC. **MOTION CARRIED UNANIMOUSLY.**

D. Review and approval of Resolution 2018-03 Adopting the 2018 Sewer Utility Budget

Administrator Robertson reported that the budget for the Village is flat, and the increase is what is passed along from MMSD's increase in charges. This amounts to a quarterly increase of \$4.00 per household.

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Heinritz to approve Resolution 2018-03 Adopting the 2018 Sewer Utility Budget. **MOTION CARRIED UNANIMOUSLY.**

E. Review and approval regarding Ehlers & Associates, Inc. Agreement to Close TID

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to approve Ehlers & Associates, Inc. Agreement to Close TID. **MOTION CARRIED UNANIMOUSLY.**

F. Review and approval to Accept a Bid from Stark Pavement Corporation for Green Bay Road Reconstruction in the Amount of \$188,073.75

Administrator Robertson shared that \$300,000 is budgeted for this project. Engineering will be added to the bid but will come in under budget.

Trustee Kucharski inquired as to what was planned for the Green Bay Road reconstruction. Director of Public Works LaFond shared that from Grand Avenue to Buntrock/Main Street there will be a 2" mill and overlay. Before this is complete, there are about a half dozen catch basins that need fix and repair, any bad sidewalk segments and curb will be replaced, the road will have a stamped concrete crosswalk the block between Dianne's Bridge and the river walk and at Elm Street an ADA compliant crosswalk will be added. There are two crosswalks currently but only one is planned as there is only a sidewalk on one side of Elm Street. The parking lines will be re-established and the light fixtures on all the poles will be replaced as well.

This bid also includes repaving the Buntrock parking lot, adding curb and gutter and some catch basins as well as expanding the size of the parking lot which is actually a separate capital budget item – so this is a great bid.

Trustee Heinritz inquired if the reconstruction included suggestions from the Mequon-Thiensville Bikeway Committee. Director of Public Works LaFond shared that everything is incorporated except for the suggestion of having bump outs due to the road being narrow.

Trustee Heinritz inquired if there was any need for cut-ins for any stormwater runoff. Director of Public Works LaFond confirmed that there are no concerns regarding frequent icing.

Trustee Heinritz also inquired about a sanitary sewer lateral that is not active at the old Village Hall and wondered if this would have to go to Green Bay Road. Director of Public Works stated that there is no public sewer on Green Bay Road west of the bridge. The lateral is broken in the crawl space in the basement.

Anticipated completion date for the reconstruction is one week before Family Fun Before the 4th. Mill and overlays go quickly.

There will be about \$450,000 for future projects; Heidel Road and storm sewer on Sunny will be considered.

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to Accept Bid from Stark Pavement Corporation for Green Bay Road Reconstruction in the Amount of \$188,073.75. **MOTION CARRIED UNANIMOUSLY.**

G. Review and approval of Certificate of Recognition for Attaining Rank of Eagle Scout, Josh Peterson, Boy Scout Troop #852

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to approve the Certificate of Recognition for Attaining Rank of Eagle Scout, Josh Peterson, Boy Scout Troop #852. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2018-04
NEXT ORDINANCE NUMBER:	2018-03

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 JANUARY 15, 2018 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. Framed Pictures by Donna Walker and Mugs Donated to the Village from Donna Walker-Daughter of Carla Miller
 - 2. \$8,000 from the Junior Woman's Club of Mequon-Thiensville for the Thiensville Police Department

MOTION from Trustee Kucharski, **SECONDED** from Trustee Heinritz to accept the following gifts with much gratitude: Framed Pictures by Donna Walker and Mugs Donated to the Village from Donna Walker-Daughter of Carla Miller and \$8,000 from the Junior Woman's Club of Mequon-Thiensville for the Thiensville Police Department. **MOTION CARRIED UNANIMOUSLY.**

- D. Dialog with Mequon regarding water utility service

The City of Mequon has approved the Inter-Governmental Agreement.

- E. Review next month's meeting date schedule

Trustee Holyoke asked for a Gateway feature update from Trustee Lange. The contract was approved last Tuesday and has been awarded to Groth Design Group. Groth will be creating a rendering and should be available in the next few months. The Village has budgeted \$50,000 with the City of Mequon contributing \$150,000. Trustee Holyoke believes that the Village should pay a percentage of what the assessed value is of the feature and feels that the Village to City ratio is not fair. Private funding will also be sought. Trustee Lange also shared that there is a perception that the Village is going to benefit more than Mequon from the Gateway feature. The money from the Village is earmarked for the project and not the design from Groth.

Administrator Robertson shared an article stating the home prices in the metro-Milwaukee area indicate Thiensville sale price of homes increasing 22%. The next highest is 18.3% in Heartland.

XVI. ADJOURNMENT

MOTION by Trustee Heinritz, **SECONDED** by Trustee Beck to adjourn the meeting at 7:19 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator