



VILLAGE OF THIENSVILLE
Board of Trustees
MINUTES

DATE: Monday, September 16, 2024

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

President

John Rosing

Administrator

Colleen Landisch-Hansen

Staff

Director of Community Services/Public Works Andy LaFond

Police Chief Curt Kleppin

Deputy Village Clerk/Administrative Coordinator Ben Honeck

Board of Trustees

Jennifer Abraham

Angelina Apostolos

Kristina Eckert

Kenneth Kucharski

David Lange

Richard Longabaugh

III. PLEDGE OF ALLEGIANCE

A. Trustee Longabaugh to lead 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. August 19, 2024 (att)

2. September 9, 2024 (att)

B. Committee of the Whole

1. September 9, 2024 (att)

V. DEPARTMENT REPORTS

A. Police Department

1. August 2024 (att)

B. Public Works Department

VI. COMMITTEE REPORTS

VII. REPORTS AND COMMUNICATIONS

A. Plan Commission

1. July 9, 2024 (att)

B. Southern Ozaukee Fire & EMS Board

1. July 10, 2024 (att)

2. August 1, 2024 (att)

C. Southern Ozaukee Fire & EMS Commission

1. July 10, 2024 (att)

D. Capital Expenditures

Trustee Longabaugh inquired about the capital budget, first about the fire department's reserve of \$116,000.

Administrator Landisch-Hansen explained the true-up process with the City of Mequon and the Village of Thiensville for Fire Department equipment amid apparatus. Both the City of Mequon and the Village of Thiensville paid their capital reserves to the Southern Ozaukee Fire Department. Because the proportion of the assets given by the Village was greater than the Village's percentage in the agreement, the Village received a check back from the Southern Ozaukee Fire Department.

Trustee Longabaugh asked about the \$760,000 in various reserves present in the capital budget and if there are planned 4th quarter expenditures that would deplete that amount.

Administrator Landisch-Hansen noted that the Village does have a number of projects that have reserves saved which make up that \$760,000, such as road program reserves and front office security upgrades, etc. The majority will carry-over and not be depleted by any projects in the 4th quarter of the year.

1. September 2024 (att)

MOTION to approve Consent Agenda by Trustee Abraham **SECONDED** by Trustee Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

BUSINESS AGENDA

VIII. FINANCIAL REPORTS AND ACCOUNTS PAYABLE

A. Accounts Payable

1. August 15, 2024 to September 13, 2024

Authorization for the Village Administrator to release usual and customary bills

Administrator Landisch-Hansen presented the accounts payable and requested authorization to release usual and customary payments.

MOTION to approve authorization to release usual and customary bills by Trustee Lange
SECONDED by Trustee Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

B. Financial Report

Administrator Landisch-Hansen shared that the August financial report was delayed due to the earlier than usual meeting date.

IX. PRESIDENT'S REPORT

A. Appointments

1. Class B Beer & Class B Wine Renewal

Item	Name	Agent	Address	License(s)	New or Renewal
a.	Mequon-Thiensville Lions Club	Donald Schmidt	PO Box 131	Class B Beer, Class B Wine	Renewal

MOTION to approve Table Line Item a. Class B Beer & Class B Wine Renewal by Trustee Longabaugh **SECONDED** by Trustee Lange. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

2. New Operator's Licenses

Item	Name	Address	New or Renewal
a.	Rehan D Dhala	Remington's River Inn, 130 S	New

		Main Street	
b.	Morgan M Ruska	Skippy's Burger Bar, 113 Green Bay Road	New

MOTION to approve table line item a. New Operator's License by Trustee Kucharski **SECONDED** by Trustee Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

MOTION to approve table line item b. New Operator's License by Trustee Eckert **SECONDED** by Trustee Apostolos. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 1 (Kucharski)

X. ADMINISTRATOR'S REPORT

A. Department Reports

1. Administrator's Report (att)

Administrator Landisch-Hansen reported on the 2023 DNR Compliance Maintenance Annual Report results, the Village was given an A grade for financial and collection system operations. The DNR expressed their appreciation for the Village's efforts for promoting human health services and ensuring the wastewater collection system is properly maintained.

Administrator Landisch-Hansen made note of upcoming events, including Apple Fest on October 6th and the Celebrate Our Community event on October 17th.

Administrator Landisch-Hansen shared incoming revenue details, including franchise fees of \$3,200 from Charter Communications and a grant from the Wisconsin DNR for the Pigeon Creek Restoration Project in the amount of \$48,000.

2. Building Inspection Report

a. August 2024 (att)

XI. ATTORNEY'S REPORT

XII. COMMITTEE REPORTS

A. Review and Action regarding the 2023 Financial Statements Prepared by Baker Tilly Virchow Krause & Co. (Wendi Unger) (att)

Wendi Unger, CPA presented the 2023 audited financial statements, noting a clean, unmodified opinion which is the highest level of assurance that can be obtained.

The Library financial are now included as part of the Village's statements.

Material weaknesses for Segregation of Duties and Key Controls were identified due to the Village being short-staffed for 2023.

B. Review and action regarding tennis and pickleball court project

Trustee Eckert proposed exploring the possibility of adding more pickleball courts while keeping the tennis court as part of the Court Sports project.

Director LaFond discussed the feasibility of expanding the tennis court to accommodate both sports and the need for additional width for the courts if a different design was explored. Director LaFond also mentioned the potential impact on parking by increasing the width.

The Board expressed a desire to have a design that was accommodating to both tennis and pickleball and that one should not push out the other.

MOTION to approve Increasing the Width of the Court and Taking Down the Snack Shack by Trustee Apostolos **SECONDED** by Trustee Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

C. Review and action regarding the following Parade/Street Closing Applications

1. Homestead High School Homecoming Parade, Friday, October 18, 2024, 3:30 PM to 5:15 PM (att)

MOTION to approve Parade Application for Homestead High School Homecoming Parade, Friday, October 18, 2024 by Trustee Lange **SECONDED** by Trustee Abraham. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

2. Junior Woman's Club of Mequon-Thiensville 5K Turkey Trot, Thursday, November 28, 2024, 7:00 AM to 10:30 AM (att)

MOTION to approve Street Closing Application for Junior Woman's Club of Mequon-Thiensville 5k Turkey Trot, Thursday, November 28, 2024 by Trustee Eckert **SECONDED** by Trustee Kucharski. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

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 PREVIOUS VILLAGE BOARD MEETING.

A. Acceptance/Report Of Gifts Received

1. \$500 toward Village Park Relimagined Pickleball Court from Skippy's Burger Bar

MOTION to accept with gratitude by Trustee Abraham **SECONDED** by Trustee Longabaugh. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

B. Review Upcoming Meeting Schedule

1. October 7, 2024 - Budget Workshop at 5:00 PM

2. October 7, 2024 - Committee of the Whole at 6:00 PM

3. October 21, 2024 - Board of Trustees at 6:00 PM

4. November 18, 2024 - Combined Committee of the Whole & Board of Trustees at 6:00 PM

XVI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION to adjourn to closed session at 6:55 PM by Trustee Longabaugh **SECONDED** by Trustee Apostolos. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

A. Pursuant to Wis. Stats. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Roll Call Vote

Aye: Trustees Abraham, Apostolos, Eckert, Kucharski, Longabaugh, Lange, and President Rosing

No: none

MOTION CARRIED UNANIMOUSLY

XVII. MOTION TO RECONVENE IN OPEN SESSION

MOTION to reconvene in open session at 7:15PM by Trustee Longabaugh **SECONDED** by Trustee Lange. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

Roll Call Vote

Aye: Trustees Abraham, Apostolos, Eckert, Kucharski, Longabaugh, Lange, and President Rosing

No: none

MOTION CARRIED UNANIMOUSLY

A. Any action regarding closed session topic(s)

XVIII. ADJOURNMENT

MOTION to adjourn at 7:16PM by Trustee Abraham **SECONDED** by Trustee Lange. **MOTION CARRIED UNANIMOUSLY.**

Aye: 7

No: 0

Abstain: 0

Submitted by,

Ben Honeck
Deputy clerk

Signed by,

Colleen Landisch-Hansen
Village Administrator/Clerk