

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, June 18, 2018

LOCATION: 132 West Freistadt Road
250 Elm Street
Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

President Mobley called the meeting to order at 6:00 PM.

A. Tour Department of Public Works Building, 132 West Freistadt Road at 6:00 PM.
Roll Call: President Van Mobley
Trustees Samuel Azinger, Ronald Heinritz, Rob Holyoke, Kenneth Kucharski, Elmer Prenzlów.
Administrator Dianne Robertson, Attorney Robert Feind, Assistant Administrator Colleen Landisch-Hansen, Director of Public Works Andy LaFond, Village Clerk Amy Langlois.

Director of Public Works Andy LaFond gave the Board a tour of the Public Works building and grounds. Recess to reconvene at Village Hall at 6:30PM.

B. Reconvene at the Village Hall, 250 Elm Street at 6:30 PM.

The Village Board reconvened at the Village Hall at 6:35 PM.

II. ROLL CALL

President:	Van Mobley	
Trustees:	Samuel Azinger	Kenneth Kucharski
	Ronald Heinritz	David Lange (excused)
	Rob Holyoke	Elmer Prenzlów
Administrator:	Dianne Robertson	
Attorney:	Robert Feind	
Staff:	Police Chief Scott Nicholson	
	Director of Public Works Andy LaFond	
	Assistant Administrator Colleen Landisch-Hansen	
	Clerk Amy Langlois	

III. PLEDGE OF ALLEGIANCE

Trustee Kucharski 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. Public Hearing Before the Village Board**
 - 1. May 21, 2018
- B. Board of Trustees**
 - 1. May 21, 2018

V. DEPARTMENT REPORTS (Receipt)

- A. Department Reports (Receipt)**
 - 1. Fire Department
 - a. N/A
 - 2. Police Department
 - a. May Police, 2018
 - 3. Public Works Department
 - a. May DPW, 2018 (not available)

VI. COMMITTEE REPORTS

- A. Committee of the Whole**
 - 1. June 4, 2018

VII. REPORTS AND COMMUNICATIONS

- A. Board of Review**
 - 1. May 30, 2018
- B. Historic Preservation Commission**
 - 1. May 9, 2018
- C. Mequon/Thiensville Bike Pedestrian Commission**
 - 1. March 1, 2018 (not available)
 - 2. April 12, 2018 (not available)
- D. Ad Hoc Mequon/Thiensville Town Center Gateway Committee**
 - 1. March 14, 2018 (not available)
 - 2. April 5, 2018 (not available)
 - 3. May 3, 2018 (not available)
 - 4. June 7, 2018 (not available)
- E. Plan Commission**
 - 1. April 10, 2018
- F. River Advisory Committee**
 - 1. February 28, 2018 (not available)
- G. Capital Expenditures**

Trustee Kucharski indicated a correction to the May 21, 2018 Board of Trustees Minutes. Item XIII. Committee Reports A. should indicated Trustee Kucharski as voting Nae instead of Abstain.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve the Consent Agenda with the Correction Indicated by Trustee Kucharski to the May 21, 2018 Board of Trustees Minutes. **MOTION CARRIED UNANIMOUSLY.**

BUSINESS AGENDA

VIII. FINANCIAL REPORTS AND ACCOUNTS PAYABLE

- A. Accounts Payable for All Funds**
 - 1. Accounts Payable**
 - a. May 21, 2018 through June 15, 2018**

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve the Accounts Payable for May 21, 2018 through June 15, 2018 in the amount of \$257,297.68. **MOTION CARRIED UNANIMOUSLY.**

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

The Financial Report was received.

IX. PRESIDENT'S REPORT

- A. Appointments**
 - 1. Class B Beer and Class C Wine - Renew**
 - Downtown Pizza, Daryl Michael Kranich, Agent, 227 South Main Street

MOTION by Trustee Holyoke, **SECONDED** by Trustee Azinger to approve the Class B Beer and Class C Wine – Renewal License for Downtown Pizza, Daryl Michael Kranich, Agent, 227 South Main Street. **MOTION CARRIED UNANIMOUSLY.**

- 2. Operator's Licenses – New**
 - a. Remington's River Inn**
 - Jenna Brunnuell
 - b. Shully's Cuisine & Events**
 - Leah Christine Pape
 - 3. Operator's Licenses – Renewal**
 - a. Grace Lutheran Church**
 - William Carl Beyer
 - b. Remington's River Inn**
 - Charise Elaine Albers, Bruce Faye Anderson

MOTION by Trustee Kucharski, **SECONDED** by Trustee Prenzlowl to approve the following: Operator's Licenses – New: Remington's River Inn – Jenna Brunnuell and Shully's Cuisine & Events – Leah Christine Pape and Operator's Licenses – Renewal: Grace Lutheran Church – William Carl Beyer and Remington's River Inn – Charise Elaine Albers and Bruce Faye Anderson. **MOTION CARRIED UNANIMOUSLY.**

- 4. Skippy's Burger Bar Licenses:**
 - a. Operator's Licenses - Renewal**
 - Melissa Lee Kuehn, Jake Andrew Tarantino

MOTION by Trustee Prenzlowl, **SECONDED** by Trustee Holyoke to approve the Operator's Licenses – Renewal for Skippy's Burger Bar for Melissa Lee Kuehn and Jake Andrew Tarantino.

Ayes: Trustees Azinger, Heinritz, Holyoke, Prenzlowl and President Mobley.
Naes: None
Abstain: Trustee Kucharski
MOTION CARRIED.

IX. PRESIDENT'S REPORT (CONTINUED)

5. **Temporary Class B Beer and Class B Wine**
 - a. Thiensville Business Association, Village Market, June 19, 2018 through October 16, 2018 at Village Park, 251 Elm Street
 - b. Thiensville Business Association, Traveling Food Truck Tour, July 19, 26 and August 9, 16 and 23 at Village Park, 251 Elm Street

Trustee Kucharski indicated that the Fire Department also sells beer in the Park during baseball games.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Prenzlów to approve the Temporary Class B Beer and Class B Wine Licenses for the Thiensville Business Association, Village Market, June 19, 2018 through October 16, 2018 at Village Park, 251 Elm Street and for the Thiensville Business Association, Traveling Food Truck Tour, July 19, 26 and August 9, 16 and 23 at Village Park, 251 Elm Street. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

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

Administrator Robertson reported that the assessed value increased \$2,510,309 in 2018 from 2017 with no TID value. The fair market value for 2017 was .9562% and for 2018 it is estimated to be .90%.

A Gateway Feature Open House will be held at the Weyenberg Library on Tuesday, June 26th from 5:30 PM to 7:00 PM.

Also, the 2017 League of Wisconsin Municipalities insurance dividend in the amount of \$7,122 was received.

2. Building Inspection Department (Receipt)
 - a. May, 2018 Report

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

- A. Discuss Tax Implication of TIF Closure and Potential Bonding of Department of Public Works Building

Administrator Robertson reported that with the TIF closing, there is potential for possible bonding that could be used for any number of projects i.e. storm sewer, roads or infrastructure. The amount of \$161,763 is what the Village can capture from the former Village TID increment. When the levy is set, this is included in the budget process. There is an option to not capture this, but this is not advised. This will allow the Village to have a proposed levy of \$2,346,777. Last year's allowed increase and net new construction was \$7,230. Administrator Robertson stated that it is critical to capture the \$161,763.

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June 18, 2018
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		With Debt
2017 Levy Payable in 2018	\$ 2,185,014	
1/1/2017 Assessed (TID out)	280,687,926	
Assessed Tax Rate	7.78450	
Assumed levy for 2018 Payable 2019	2,346,777	\$ 2,438,115
Estimated Assessed Value 1/1/2018 (Assuming No Increase)	324,777,708	324,777,708
Estimated Assessed Rate	7.22580	7.50703
Decrease in Tax Rate	0.55870	0.28
Addition Levy to keep rate at Current Level	181,453.29	
Assessed Value 1/1/2017	322,248,341	
Equalized Value 1/1/2017	336,996,600	
Ratio	0.956236	
Estimated Assessed Value of TID 1/1/2017	41,560,415	

Administrator Robertson shared that instead of reducing the levy by \$.56 per thousand, the levy could be reduced by \$.28 per thousand and the remaining \$.28 per thousand would be captured with the additional funds being used for a capital project. This is the year that if the Board wanted to decrease taxes and complete some public works projects, taxes could be reduced and also complete a capital project. If the tax rate is reduced by \$.56 per thousand and then in 2-3 years it is decided that a project is needed, taxes would have be increased.

Trustee Holyoke inquired as to how much extra tax revenue the Village would realize if the \$.28 per thousand is captured. Administrator Robertson believes that this would be about \$90,000. This is something the Board should be considering prior to budget season. The Village has been without debt since 2007. If it is decided to borrow money, the Village need to obtain a bond rating which takes about two months to complete.

If the Village captures the entire \$.56 per thousand, there would be an income of about \$2.3 million. President Mobley inquired as to how much of this \$2.3 million would be in the Capital Improvement Fund. Administrator Robertson shared that there is a levy that has been on the books. The levy is at \$242,500, plus the \$161,763 adjustment from the TID closing would amount to about \$400,000 a year in capital projects.

Trustee Prenzlöw inquired as to how much is spent in capital projects. This is different year to year but has been about \$800,000 annually and does include TID money. The General Fund paid all the TIF debt for many years and it was decided to keep the TID open until the Village was repaid, which has been accomplished.

The recent Green Bay Road project cost was about \$225,000. President Mobley is not in favor of borrowing money and stated that there is always the opportunity to go to the public to tell them what the needs are to borrow money or taxes could be raised. Administrator Robertson shared that this would have to go to a referendum. President Mobley stated that the Village is in a much more enviable financial position than many municipalities in the country and stated that in the event of inflation, it is not beneficial to sit on funds.

Trustee Prenzlöw believes that, after seeing the Department of Public Works building, that there is a need for improvements. Trustee Prenzlöw would like to see the department heads present their needs so that when budget time comes around the Board will have an idea of what is needed. Administrator Robertson shared that each department head submits their 5-year plan to help with the budget every year.

President Mobley suggested not borrowing money for a year or two after the TIF has expired so there is a clearer idea of what the needs are. Administrator Robertson asked the Board to think about this to be discussed at budget time. President Mobley inquired as to how much will be available for capital improvements. Administrator Roberson stated that this is up to the Board. The Board can put one-half of the \$161,763 in the General Fund or it could be reserved for Capital. Funds can be moved at a later date. The Five-yYar Capital List will be discussed at the July Board meeting.

B. Review and approval to Eliminate Mandatory Water Hook-Up for Main Street and Green Bay Road Special Assessment Payees

Administrator Robertson reported that when the water main was installed on Green Bay and Main Street, properties were special assessed. Some property owners opted to hook up to water within three years and pay back the assessment over a 10 year period with 3% interest. Some are not hooking up at all and are deferring the assessment; there are about 4 of these property owners. Currently, there are 13 property owners that are paying on the 10-year payment plan that have not hooked up to Mequon Water.

Administrator Robertson does not believe that having these 13 property owners not hook up to Mequon Water benefits the Village in any way other than getting money back sooner. This amounts to about \$150,000. Payments have been made on the tax roll for two years with eight years to go. This year, the balance of those assessments would be placed on the tax roll. This money goes back to the Capital Projects Fund.

Administrator Robertson's recommendation to the Board is to not require the balance to be paid after the three years and to have these 13 property owners continue to make annual payments for the remaining 8 years without being required to hook up. These assessments are due upon sale of the property. President Mobley believes that the installation of water has improved property values. River Garden Apartments is one of the 13 property owners that have not hooked up yet.

The question before the Board this evening is if they wish to continue with the current policy requiring connecting within three years and to pay off the assessment, or to allow property owners to continue to pay over the remaining 8 years. This can always be revisited next year. The Board at this time supports allowing property owners to be able to continue making payments over the next 8 years and not be required to hook-up and pay the assessment.

C. Review and approval of Resolution 2018-10 A Resolution for a Land Lease Agreement Between the Village of Thiensville and DRA Properties, LLC for the Right to Install, Maintain and Operate Communication Equipment (Cell Tower – Verizon), 201 North Main Street

Attorney Bob Feind indicated that a final agreement has been received from DRA Properties, LLC which gives the Village 50% of any additional revenues for another antenna installed.

The siren can be mounted in one of these two locations: side mounting at 66' elevation or on top of the monopole at approximately 105'. The antenna cage would have to be lowered approximately 5' to allow for the siren to be at the top. The siren will be mounted wherever the Village prefers.

There will be a minimal change in siren performance from its current location. The side mounted option will slightly impair sound in the direction of the new monopole when the siren rotates facing the pole. The top mounted option will slightly diminish sound in the immediate vicinity of the pole but increases sound further away from the pole.

Administrator Robertson stated that staff would like to meet with the County who monitors and approves all the sirens within the County and verify which option would be recommended. Director of Public Works LaFond would like the County to share their recommendation as well. The Village tower is also placed to work with the Mequon towers. Once this data is received it will be shared with Mequon as the Village's siren is administered by Mequon.

Rental payments will be due to the Village in the amount of \$28,000 in equal annual installments with a 2% increase annually.

Trustee Azinger strongly supports the siren mounted at 105' because of the volume of the siren and suggested a lower decibel as long as it reaches all who it effects. Trustee Azinger stated that when outside with small children it is quite loud.

Trustee Heinritz inquired about maintenance. Director of Public Works LaFond indicated that most of the maintenance is at the base of the pole. Attorney Feind stated that the new siren, control box and wiring is to be supplied by the Village. Any other carrier that would like space on the pole would negotiate with Verizon with the Village getting half the rent.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve Resolution 2018-10 A Resolution for a Land Lease Agreement Between the Village of Thiensville and DRA Properties, LLC for the Right to Install, Maintain and Operate Communication Equipment (Cell Tower – Verizon), 201 North Main Street Contingent Upon Staff Checking With Ozaukee County for the Best Option of Where to Mount the Siren. **MOTION CARRIED UNANIMOUSLY.**

- D. Review and approval of Request from Jesse Daily, cheel, 105 South Main Street, to Extend Noise Ordinance for cheel-abration, July 28, 2018 Until Midnight

MOTION by Trustee Kucharski, **SECONDED** by Trustee Holyoke to approve the Request from Jesse Daily, cheel, 105 South Main Street to Extend Noise Ordinance for cheel-abration, July 28, 2018 Until Midnight. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval of Ordinance No. 2018-04 Amending Section 50-112 Regarding Animals in Village Parks
- F. Review and approval of Ordinance No. 2018-05 Amending Section 50-154 Regarding Operation of Recreational Vehicles in Village Parks
- G. Review and approval of Ordinance No. 2018-06 Pertaining to Section 46-5 Relating to Minors' Curfew Penalties
- H. Review and approval of Ordinance No. 2018-07 Amending Section 74-31 Regarding Village Speed Limits
- I. Review and approval of Ordinance No. 2018-08 Amending Section 74-37(1) and Creating 74-37(1)(b) and (c) Regarding Right Turn Restrictions
- J. Review and approval of Ordinance No. 2018-09 Amending Section 74-61(2) Regarding Stopping, Standing and Parking
- K. Review and approval of Ordinance No. 2018-10 Amending Sections 74-62(a) and (b) Regarding Penalties for Violation of Chapter 74 of the Village Code
- L. Review and approval of Ordinance No. 2018-11 Amending Section 74-82 Regarding Truck Routes
- M. Review and approval of Ordinance No. 2018-12 Rescinding Section 74-83 of the Village Code Regarding Heavy Traffic Route

MOTION by Trustee Azinger, **SECONDED** by Trustee Prenzlöw to approve the following: Ordinance No. 2018-04 Amending Section 50-112 Regarding Animals in Village Parks; Ordinance No. 2018-05 Amending Section 50-154 Regarding Operation of Recreational Vehicles in Village Parks; Ordinance No. 2018-06 Pertaining to Section 46-5 Relating to Minors' Curfew Penalties; Ordinance No. 2018-07 Amending Section 74-31 Regarding Village Speed Limits; Ordinance No. 2018-08 Amending Section 74-37(1) and Creating 74-37(1)(b) and (c) Regarding Right Turn Restrictions; Ordinance No. 2018-09 Amending Section 74-61(2) Regarding Stopping, Standing and Parking; Ordinance No. 2018-10 Amending Sections 74-62(a) and (b) Regarding Penalties for Violation of Chapter 74 of the Village Code; Ordinance No. 2018-11 Amending Section 74-82 Regarding Truck Routes; and Ordinance No. 2018-12 Rescinding Section 74-83 of the Village Code Regarding Heavy Traffic Route. **MOTION CARRIED UNANIMOUSLY.**

N. Review and approval of:

BOARD APPOINTMENT:

Historic Preservation Commission

Ronald G. Heinritz, One-Year Term

CITIZEN APPOINTMENT:

Historic Preservation Commission

Joseph Miller, 307 Riverview Drive, Three-Year Term

MOTION by Trustee Kucharski, **SECONDED** by Trustee Azinger to approve the Historic Preservation Commission Board Appointment of Ronald G. Heinritz, One-Year Term and the Historic Preservation Commission Citizen Appointment of Joseph Miller, 307 Riverview Drive, Three-Year Term. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2018-11
NEXT ORDINANCE NUMBER:	2018-13

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 21, 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. \$250 to the Thiensville Fire Department from the Junior Woman's Club of Mequon-Thiensville
 - 2. \$1,000 to Village Park Reimagined from Sandra L. Helm
 - 3. \$250 to Village Park Reimagined from Egelhoff Lawn Mower Service, Inc.
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule

Assistant Administrator Colleen Landisch-Hansen indicated that the net proceeds from the Village Park Gala are about \$40,000.

MOTION by Trustee Prenzlöw, **SECONDED** by Trustee Kucharski to accept the gifts of \$250 to the Thiensville Fire Department from the Junior Woman's Club of Mequon-Thiensville, \$1,000 to Village Park Reimagined from Sandra L. Helm and \$250 to Village Park Reimagined from Egelhoff Lawn Mower Service, Inc. with much gratitude. **MOTION CARRIED UNANIMOUSLY.**

XVI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to adjourn to Closed Session at 7:37 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 staffing update.

1. Roll Call Vote

Ayes: Trustees Azinger, 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 Prenzlów, **SECONDED** by Trustee Heinritz to Reconvene to Open Session at 7:58 PM.
MOTION CARRIED UNANIMOUSLY.

XVII. ADJOURNMENT

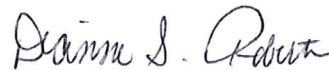
MOTION by Trustee Prenzlów, **SECONDED** by Trustee Holyoke to adjourn the meeting at 7:58 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator