

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, November 18, 2019

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:	Samuel Azinger (arrived at 6:01 PM)	Rob Holyoke
	Kristina Eckert (arrived at 6:01 PM)	Kenneth Kucharski
	Ronald Heinritz	David Lange (excused)
Administrator:	Colleen Landisch-Hansen	
Attorney:	Bob Feind	
Staff:	Police Chief Curt Kleppin	
	Director of Community Services/Public Works Andy LaFond	
	Village Clerk/Deputy Treasurer 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. October 21, 2019
- B. **2020 Budget Public Hearing**
 - 1. November 11, 2019

V. DEPARTMENT REPORTS (Receipt)

- A. **Department Reports** (Receipt)
 - 1. Fire Department
 - a. N/A
 - 2. Police Department
 - a. October Police, 2019
 - 3. Public Works Department
 - a. October DPW, 2019 (available Monday)

VI. COMMITTEE REPORTS

- A. Committee of the Whole
 - 1. November 4, 2019

VII. REPORTS AND COMMUNICATIONS

- A. Historic Preservation Commission
 - 1. September 11, 2019
 - 2. October 9, 2019
- B. Mequon-Thiensville Bike and Pedestrian Way Commission
 - 1. August 1, 2019
 - 2. September 5, 2019
- C. Milwaukee River Advisory Committee
 - 1. May 28, 2019
- D. Zoning Board of Appeals
 - 1. October 22, 2019
- E. Capital Expenditures

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski 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. October 21, 2019 through November 15, 2019

Administrator Landisch-Hansen explained that the accounts payable include closing out the Main Street lift station rehabilitation as well as the televising and cleaning of the sewer system.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve the Accounts Payable from October 21, 2019 through November 15, 2019 in the Amount of \$340,467.79. **MOTION CARRIED UNANIMOUSLY.**

- 2. Financial Report (Receipt)
 - a. October, 2019

The Financial Report was received.

IX. PRESIDENT'S REPORT

No President's report.

X. ADMINISTRATOR'S REPORT

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

Administrator Landisch-Hansen shared incoming revenues which include 3rd quarter franchise fees in the amount of \$4,716.82 from Charter Communications and \$2,227.75 from Wisconsin Bell and \$1,120.00 from the State of Wisconsin for DOA Recertification Training Reimbursement.

2. Building Inspection Department (Receipt)
a. November, 2019 Report

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

- A. Presentation from Ehlers in Regards to Redevelopment Financing**

Brian Roemer, Municipal Advisor from Ehlers gave a brief overview of tax increment financing.

Ehlers can help guide the process in developing a TID. There is the project plan preparation which is approved by the Joint Review Board, followed by a Public Hearing where the public can have their voice heard, the Plan Commission approves at the Hearing, the Village Board approves, Joint Review Board approves and then the State approves.

In regards to managing TIF risk, the feasibility study is an exercise of looking into the future and getting the larger picture onto paper. Making sure a sound feasibility study and understanding what the project entails is important. Developer responsibility and developer accountability ensures sound agreements and understanding how to use developer incentives or using TIF funds for a developer incentive.

Wisconsin allowed for TID's to be created since 1976. This has been noted as the most powerful economic development tool available to local government.

The life of a TIF can range from 20 years to 25 years depending on the district that is being created. The feasibility study will help determine this life.

The increment revenue can be used to pay back the loan.

The Village can borrow up to \$18,000,000. An amendment can be made to the district up to three times. All the funds do not have to be used up during the life of the TID. Typically, revenues are not expected until year three of the TID.

There is also the 12% test where the value within the TID cannot exceed 12% of the Village's equalized value on creation year. If the TID does not pay itself off, the TID debt would then fall upon the Village General Fund to pay the TID debt. A TID can be paid off prior to the scheduled term.

More than one TID can be created, however, the base value at TID creation cannot exceed 12% of the Village's equalized value.

Ehlers would create the project plan and walk beside the Village throughout the whole process.

The Joint Review Board consists of a representative from Ozaukee County, Village, Mequon-Thiensville School District, MATC and a citizen appointment.

President Mobley thanked Mr. Roemer.

- B.** Review and approval of Ordinance No. 2019-05 An Ordinance Adopting Wisconsin Commercial Building Codes for the Purpose of Becoming a Municipality with Delegated State Authority to Conduct Commercial Building, HVAC, Fire Alarm System, Fire Suppression System and Plumbing Plan Reviews and Inspections

MOTION by Trustee Holyoke, **SECONDED** by Trustee Azinger to approve Ordinance No. 2019-05 An Ordinance Adopting Wisconsin Commercial Building Codes for the Purpose of Becoming a Municipality with Delegated State Authority to Conduct Commercial Building, HVAC, Fire Alarm System, Fire Suppression System and Plumbing Plan Reviews and Inspections. **MOTION CARRIED UNANIMOUSLY.**

- C.** Review and approval of Resolution No. 2019-13 Approving the 2020 Fee Schedule for the Village of Thiensville

MOTION by Trustee Azinger, **SECONDED** by Trustee Heinritz to approve Resolution No. 2019-13 Approving the 2020 Fee Schedule for the Village of Thiensville. **MOTION CARRIED UNANIMOUSLY.**

- D.** Review and approval of Resolution No. 2019-14 A Resolution Writing-Off Delinquent Personal Property Tax

Administrator Landisch-Hansen reported that Cahill Consulting, LLC was issued personal property tax in 2018, however, had already moved out of the Village and should not have been billed. The amount is \$25.93.

MOTION by Trustee Kucharski, **SECONDED** by Trustee Azinger to approve Resolution No. 2019-14 A Resolution Writing-Off Delinquent Personal Property Tax, Cahill Consulting, LLC, in the Amount of \$25.93. **MOTION CARRIED UNANIMOUSLY.**

- E.** Review and approval of Resolution No. 2019-15 A Resolution Fixing Salaries for Village Employees and Elected Officials for the Fiscal Period Ending December 31, 2020

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve Resolution No. 2019-15 A Resolution Fixing Salaries for Village Employees and Elected Officials for the Fiscal Period Ending December 31, 2020. **MOTION CARRIED UNANIMOUSLY.**

- F.** Review and approval of Resolution No. 2019-16 A Resolution Adopting the 2020 Sewer Utility Budget

Administrator Landisch-Hansen presented the sewer utility budget indicating a \$5.00 per quarter increase to residential rates. This year the capital for MMSD went down, however, O & M increased about 2.5 percent. The main reason for this increase is on the Village's side. The Village's depreciation expense has been very underfunded for many years; it has been budgeted at about \$70,000, however, it should be budgeted closer to \$90,000. Another increase is due to how much staffing time is spent on the sewer utility. The residential rate will increase from \$164.00 to \$169.00 per quarter; this is an increase of \$20.00 annually.

Trustee Holyoke expressed concern about the increase. Sewer reserves are at about \$1 million currently. There is interceptor sewer work that will need to be completed in the next couple years.

Board of Trustees Minutes

November 18, 2019

Page five of six

The development to the north of the Village that will be hooking onto our sewer system is not reflected in the Village's 2020 budget. The Village will receive revenue from the connection of this development.

Trustee Heinritz supports the recommendation from Administrator Landisch-Hansen. Trustee Azinger recommended an increase of \$2.50 per quarter. Trustee Kucharski supports the recommended increase from Trustee Azinger.

Administrator Landisch-Hansen indicated that the rate is a calculation so it may not amount to exactly \$2.50 and will bring this back before the Board in December.

- G.** Review and approval of Resolution No. 2019-17 Adopting the 2020 Budget and Establishing the 2019 Tax Levy and Rate

MOTION by Trustee Holyoke, **SECONDED** by Trustee Azinger to approve Resolution No. 2019-17 Adopting the 2020 Budget and Establishing the 2019 Tax Levy and Rate. **MOTION CARRIED UNANIMOUSLY.**

- H.** Review and approval of 2020 Mid-Moraine Municipal Court Budget

MOTION by Trustee Azinger, **SECONDED** by Trustee Eckert to approve the 2020 Mid-Moraine Municipal Court Budget. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2019-18
NEXT ORDINANCE NUMBER:	2019-06

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 OCTOBER 21, 2019 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.** \$4,211.00 from Thiensville Business Association to Village Park ReImagined
 - 2.** \$800.00 from Cedarburg Firemen's Park, Inc. to Thiensville Fire Department
- D.** Dialog with Mequon regarding water utility service
- E.** Review next month's meeting date schedule:
 - December 2, 2019 – Committee of the Whole at 6:00 PM
 - December 16, 2019 – Village Board at 6:00 PM

MOTION by Trustee Kucharski, **SECONDED** by Trustee Heinritz to accept with much gratitude the donation of \$4,211.00 from Thiensville Business Association to Village Park ReImagined and \$800.00 from Cedarburg Firemen's Park, Inc. to Thiensville Fire Department. **MOTION CARRIED UNANIMOUSLY.**

Board of Trustees Minutes

November 18, 2019

Page six of six

The Committee of the Whole in December will be held on Monday, December 2, 2019 and the Village Board meeting will be held on Monday, December 16, 2019. The January Committee of the Whole and Village Board meeting will be combined and held on Monday, January 20, 2020.

XVI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to adjourn to Closed Session at 7:05 PM deliberating about the investment of public funds in future Village properties requiring a Closed Session due to the competitive nature and bargaining positions at risk if conducted in a public meeting. Such Closed Session is authorized pursuant to Wis. Stats. Article 19.85(1)(e).

1. Roll Call Vote

Ayes: Trustees Azinger, Eckert, Heinritz, Holyoke, Kucharski and President Mobley.

Naes: None

MOTION CARRIED.

MOTION TO RECONVENE IN OPEN SESSION

1. Vote of Board to reconvene

MOTION by Trustee Azinger, **SECONDED** by Trustee Eckert to Reconvene to Open Session at 7:57 PM.

MOTION CARRIED UNANIMOUSLY.

XVII. ADJOURNMENT

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to adjourn the meeting at 7:57 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Colleen Landisch-Hansen
Administrator