

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, November 16, 2020

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:	Jennifer Abraham	Rob Holyoke
	Angelina Apostolos	Ken Kucharski
	Kristina Eckert	David Lange
Administrator:	Colleen Landisch-Hansen	
Staff:	Police Chief Curt Kleppin	
	Director of Community Services/Public Works	Andy LaFond
	Village Clerk/Deputy Treasurer	Amy Langlois

III. PLEDGE OF ALLEGIANCE

Trustee Lange 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 19, 2020

- B. **2021 Budget Public Hearing**
 - 1. November 2, 2020

V. DEPARTMENT REPORTS (Receipt)

- A. **Department Reports** (Receipt)
 - 1. Fire Department
 - a. N/A

 - 2. Police Department
 - a. October Police, 2020

 - 3. Public Works Department
 - a. October DPW, 2020 (not available)

VI. COMMITTEE REPORTS

- A. Committee of the Whole
 - 1. November 2, 2020

VII. REPORTS AND COMMUNICATIONS

- A. Mequon-Thiensville Bike and Pedestrian Way Commission
 - 1. March 5, 2020 (not available)
- B. Milwaukee River Advisory Committee
 - 1. June 3, 2020 (not available)
- C. Capital Expenditures

MOTION by Trustee Holyoke, **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. October 19, 2020 through November 13, 2020

Administrator Landisch-Hansen pointed out a few larger expenses: \$263,182.88 to the City of Mequon for the sewer interceptor Phase II and \$55,091.41 to MMSD for third quarter O&M for sewer.

MOTION by Trustee Lange, **SECONDED** by Trustee Eckert to approve the Account Payable from October 19, 2020 through November 13, 2020 in the Amount of \$558,939.65. **MOTION CARRIED UNANIMOUSLY.**

- 2. Financial Report (Receipt)
 - a. October, 2020

The Financial Report was received.

IX. PRESIDENT'S REPORT

- A. Operator's License - New
 - 1. Daily Taco, LLC, 105 West Freistadt Road
Logan Vawn Jones

MOTION by Trustee Kucharski, **SECONDED** by Trustee Apostolos to approve the Operator's License – New for Logan Vawn Jones, Daily Taco, LLC, 105 West Freistadt Road. **MOTION CARRIED UNANIMOUSLY.**

- B. Appointment
 - 1. Fire Department Member
Tyler J. Borkin

MOTION by Trustee Kucharski, **SECONDED** by Trustee Abraham to approve Appointment of Tyler J. Borkin as A New Fire Department Member. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

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

Administrator Landisch-Hansen shared the 2020 General Election results. After election day registrations were entered, the percentage of voters was 88.39%.

The 28th Annual Wisconsin Policy Forum Salute to Local Government will be on Wednesday, November 18th from 12:00 PM until 1:30 PM. Retired Village Administrator Dianne Robertson will be receiving the James R. Ryan Lifetime Achievement Award.

The Thiensville Fire Department has seen an increase within the last two weeks in COVID-19 patients; calls have tripled to quadrupled with Village paramedics running calls throughout all of Ozaukee County. There are a few Fire Department members out with symptoms awaiting results. As of Thursday, November 12th there has been a cumulative total of 102 positive cases in the Village. Chief Reiels is working with other Chiefs for mutual aid.

Incoming revenues for the month include \$1,703.55 from AT&T Wisconsin for third quarter franchise fees, \$4,106.18 from Charter Communications for third quarter franchise fees and \$34,200.85 from the State of Wisconsin for state shared revenue.

- 2. Building Inspection Department (Receipt)
 - a. October, 2020 Report

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

XII. COMMITTEE REPORTS

- A. Review and approval of Resolution 2020-14 Adopting the 2021 Budget and Establishing the 2020 Tax Levy and Rate

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution 2020-14 Adopting the 2021 Budget and Establishing the 2020 Tax Levy and Rate. **MOTION CARRIED UNANIMOUSLY.**

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**B. Review and approval of Resolution 2020-15 Approving the 2021 Fee Schedule
For the Village of Thiensville**

President Mobley asked the Board to reconsider asking residents to pay a fee for use of the yard waste site. Due to the virus, we may not want all the Village residents that need a yard waste card stopping in to the pay and pick up a new card at Village Hall this spring. Trustee Abraham asked for clarification. President Mobley stated that the pandemic does not seem to be leaving and there is no sign it will have left us in the spring; if new cards are required, residents will need to be stopping at the Village Hall for a new card.

Trustee Holyoke inquired how residents acquire their dog and cat licenses. Administrator Landisch-Hansen shared that in order to purchase a pet license, residents must show proof of rabies. While the Village Hall was closed earlier this year, we worked with residents by email and at times contacting the veterinarian for the rabies tag number. The Village newsletter mailed in December includes a copy of the pet license form, and it is also on the Village website.

President Mobley believes this is a fee increase on something residents already pay taxes for. President Mobley suggested sending all the Village residents a new activated card in the mail free of charge and those that are outside of the Village will then not be able to use their card.

Trustee Eckert supports the administration staff and their input into the proposed fee for gate cards.

Trustee Abraham had asked random residents their thoughts regarding an annual fee for the gate card and was surprised by their supportive response and suggested this fee be marketed as a whole with the new garbage truck that is budgeted for in 2021.

Administrator Landisch-Hansen shared that the fee schedule as presented includes \$20 for a new card, \$15 for annual renewal and \$10 for a replacement card. The new card reader does not require new cards; the current cards will work with the new reader. For those that have a card, those residents can use their current card. President Mobley stated that if the old cards can be used, why can't those people who are outside the Village be excluded. Director of Community Services/Public Works Andy LaFond shared that hitting the reset button annually will eliminate those that who should not have a card. There are currently 1,200 active cards, but Director LaFond believes there are only 300-400 Village residents that will purchase a new card.

Village staff are looking at ways to help residents avoid stopping at the Village Hall to pay for pet licenses, the gate card and taxes. Trustee Holyoke inquired about the fee charged for using a credit card and if there was a way to eliminate those fees. Administrator Landisch-Hansen shared that the fees charged for using a credit card are the fees passed on from the credit card company. Normally, merchants absorb these costs. There is an option to pay by e-check when using the Point & Pay system – that fee is less than the credit card fee, however, there is still a processing fee. Trustee Holyoke inquired if there was any way to process fees electronically in-house or through CivicPlus. Administrator Landisch-Hansen will look into this. Director LaFond shared that CivicPlus would charge the same fees as Point & Pay.

President Mobley also shared that the Village has a very big interest in residents keeping up their yard and homes nicely and this fee may have an adverse impact.

MOTION by Trustee Apostolos, **SECONDED** by Trustee Eckert to approve Resolution 2020-15 Approving the 2021 Fee Schedule for the Village of Thiensville.

Ayes: Trustees Apostolos, Abraham, Eckert, Holyoke, Kucharski and Lange

Naes: President Mobley

MOTION CARRIED.

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- C. Review and approval of Resolution 2020-16 Fixing Salaries for Village Employees And Elected Officials for the Fiscal Period Ending December 31, 2021

MOTION by Trustee Eckert, **SECONDED** by Trustee Abraham to approve Resolution 2020-16 Fixing Salaries for Village Employees and Elected Officials for the Fiscal Period Ending December 31, 2021.

Ayes: Trustees Apostolos, Abraham, Eckert, Kucharski, Lange and President Mobley

Naes: Trustee Holyoke

MOTION CARRIED.

- D. Review and approval of Resolution 2020-17 Adopting the 2021 Sewer Utility Budget

Administrator Landisch-Hansen shared that the 2021 residential sewer rate will be flat due to the fact that the Village's budget was able to be reduced by about \$3,500 due to energy savings at the lift station; on the MMSD side, they actually had about a 3.5% increase which is a combination of the capital charges and user charges. This is due to an increase to residential and non-certified commercial waste loads which is passed through to us. With the new developments on North Orchard and the Hoff Development just north of the Village, there are some connection revenues which help keep the rate flat this year.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution 2020-17 Adopting the 2021 Sewer Utility Budget. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval of Resolution 2020-18 For the Issuance and Sale of \$375,000 Promissory Notes

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution 2020-18 for the Issuance and Sale of \$375,000 Promissory Notes for the Public Purpose to Purchase and Raze TIF Property in the Village of Thiensville. **MOTION CARRIED UNANIMOUSLY.**

- F. Review and approval of Resolution 2020-19 For the Issuance and Sale of \$530,000 Promissory Notes

MOTION by Trustee Eckert, **SECONDED** by Trustee Abraham to approve Resolution 2020-19 for the Issuance and Sale of \$530,000 Promissory Notes for the Public Purpose of Water Main Improvements on Buntrock Avenue. **MOTION CARRIED UNANIMOUSLY.**

- G. Review and approval of Resolution 2020-20 Approving an Agreement Between The Village of Thiensville and the Thiensville Professional Police Association of the Wisconsin Professional Police for the Years 2021-2023

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve Resolution 2020-20 Approving an Agreement Between the Village of Thiensville and the Thiensville Professional Police Association of the Wisconsin Professional Police for the Years 2021-2023. **MOTION CARRIED UNANIMOUSLY.**

H. Review and approval of 2021 Mid-Moraine Municipal Court Budget

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to approve 2021 Mid-Moraine Municipal Court Budget. **MOTION CARRIED UNANIMOUSLY.**

I. Review and acceptance of Resignation of Assistant Chief Michael Barrett From the
Thiensville Fire Department and TFD Corporation Effective November 1, 2020

Administrator Landisch-Hansen is in discussions with Chief Reiels regarding the Assistant Chief position.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to accept Resignation of Assistant Chief Michael Barrett From the Thiensville Fire Department and TFD Corporation Effective November 1, 2020 With Much Gratitude for His Service to the Village. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2020-21
NEXT ORDINANCE NUMBER:	2020-05

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 19, 2020 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:
\$15,000 for Village Park Reimagined-Ice Recreation from Harold W. Schnell
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule:
December 7, 2020 – Committee of the Whole at 6:00 PM
December 21, 2020 – Board of Trustees at 6:00 PM

MOTION by Trustee Lange, **SECONDED** by Trustee Eckert to accept the Donation of \$15,000 for Village Park Reimagined for Ice Recreation from Harold W. Schnell with Much Gratitude. **MOTION CARRIED UNANIMOUSLY.**

Administrator Landisch-Hansen shared that she, President Mobley and Director LaFond had met with Jesse and Barkha Daily and Matthew Buerosse to see how they were doing after the fire at cheel. They are working with their insurance and planning on having the building razed.

Trustee Kucharski appreciated the update and expressed concern regarding the top of the building and how it is leaning toward Buntrock Avenue. The Board expressed concern regarding safety and supports razing the building as soon as possible. The fire at the cheel is undetermined.

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Trustee Holyoke inquired if the cheel could temporarily operate out of the Village's newly acquired property in the TIF District or out of their new restaurant site at 105 West Freistadt. Administrator Landisch-Hansen shared that the property at 305 North Main may not be adequate for the cheel and 105 West Freistadt will be home to the Daily's new restaurant, Daily Taco.

The December Committee of the Whole and Board of Trustees meeting will be combined and held on Monday, December 14, 2020.

XVI. ADJOURNMENT

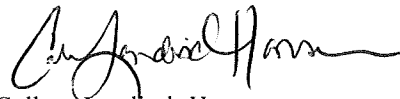
MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to adjourn the meeting at 6:32 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Colleen Landisch-Hansen
Administrator