

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, December 14, 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	
Attorney:	Tim Schoonenberg	
Staff:	Fire Chief Brian Reiels	
	Police Chief Curt Kleppin	
	Director of Community Services/Public Works	Andy LaFond
	Village Clerk/Deputy Treasurer	Amy Langlois

III. PLEDGE OF ALLEGIANCE

President Mobley 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. November 16, 2020

V. DEPARTMENT REPORTS (Receipt)

- A. Department Reports** (Receipt)
1. Fire Department
 - a. N/A
 2. Police Department
 - a. November Police, 2020
 3. Public Works Department
 - a. November DPW, 2020

VI. COMMITTEE REPORTS

VII. REPORTS AND COMMUNICATIONS

- A. Historic Preservation Commission
 - 1. September 9, 2020
- B. Mequon-Thiensville Bike and Pedestrian Way Commission
 - 1. March 5, 2020 (not available)
- C. Milwaukee River Advisory Committee
 - 1. June 3, 2020 (not available)
- D. 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. November 16, 2020 through December 11, 2020

Included in this month's expenses was \$364,857.26 payable to Heritage Title Services.

MOTION by Trustee Eckert, **SECONDED** by Trustee Kucharski to approve the Accounts Payable from November 16, 2020 through December 11, 2020 in the Amount of \$628,351.23. **MOTION CARRIED UNANIMOUSLY.**

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

The Financial Report was received.

IX. PRESIDENT'S REPORT

- A. Appointments
 - 1. Fire Department Members
 - Charles R. Heflin
 - David Enriquez Lopez

MOTION by Trustee Kucharski, **SECONDED** by Trustee Apostolos to approve the Appointment of Charles R. Heflin and David Enriquez Lopez as New Fire Department Members. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

A. Department Reports
1. Administrator's Report

Administrator Landisch-Hansen shared that nomination papers are due on January 5, 2021 by 5:00 PM for the Spring Election in April. Offices that are up for election are Village President and two Village Trustee seats.

In regards to the Wisconsin Policy Forum Shared Services Study, there is a meeting scheduled for December 21st with the Wisconsin Policy Forum and the other participating Administrators to discuss the status and next steps.

COVID-19 is continuing to run its course here throughout the Village departments. With the commitment and dedication of the Village employees, this has not had an effect on Village services. As of Friday, December 11th, there has been a cumulative of 176 confirmed positive cases in the Village. Administrator Landisch-Hansen receives updates regarding confirmed COVID cases from the Police Department obtained from the County Health Department.

Incoming revenues include \$3,695.25 for shared revenue for ambulance services, \$51,666.00 for the Routes to Recovery (State COVID Grant) and \$1,120.00 for the 24 Hr Agency/Officer Training Recertification Grant.

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

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

A. Presentation from Harold Schnell, Village Park Reimagined, Ice Recreation

Village Park is home to many exciting events throughout the year. Mr. Schnell would very much like to see a new enclosed ice rink constructed in Village Park. Mr. Schnell referred to the Mequon-Thiensville Winter-Spring activities flyer and would like ice skating to be included and believes that Village Park is the right place.

Mr. Schnell believes that the ice rink appeals to more than just children and shared a personal story about how he and his family were involved in skating and how he and other area families in 1973 started the Mequon-Thiensville Hockey Association registered with the State of Madison.

Trustee Lange appreciates Mr. Schnell's excitement and interest for getting an indoor ice rink in the Village. Trustee Apostolos shared that her mother was a skater and had a rink been nearby while growing up it may have been a larger part of her life and believes skating is a recreational sport many ages can enjoy.

Trustee Abraham thanked Mr. Schnell for his interest and Trustee Eckert is excited about the possibility of this being part of Village Park. Trustee Kucharski and Trustee Holyoke thanked Mr. Schnell. President Mobley shared that this will need some more looking into and thanked Mr. Schnell.

Mr. Schnell thanked the Board for their time.

Board of Trustees Minutes
December 14, 2020
Page four of nine

B. Annual Update, Thiensville Business Association, Rob Kos and Ron Knaus

Ron Knaus and Rob Kos presented the Thiensville Business Association (TBA) annual update.

Overall it was a good year and were able to do most of the events even due to COVID.

The events that were held were the following:

Village Rummage Sale

Village Market - vendors up but customer traffic was down slightly

Food Truck Tour – only the first event was cancelled

Family Fun Before the 4th Parade – participation was down

Blues Festival – this was a new event scheduled and postponed until 2021

Business Trick-or-Treat – business participation was down a bit

Nightmare on Elm Street – this was a new event scheduled and postponed until 2021

Christmas Tree Lighting – format changed, attendance was down

Financially, the TBA held steady. Revenue was down about 50% for the Food Truck Tour events but was up slightly for the Village Market. Membership was not pursued due to COVID and would like this to increase in 2021.

Rob Kos shared that the TBA is working with Vertz Marketing to update their website in order to make it more interactive with their membership. Mr. Kos shared that the TBA would like the website to look like the templates the Village and the Chamber uses. It is hoped that members can send in their events and then the TBA website can share them. Hopes are to get this up and running in early January.

All previous events are planned again for 2021 and hopefully will include the Best Dam Blues Festival in late to mid-September. Food Truck events are all scheduled.

President Mobley inquired how the Village businesses are doing. Mr. Knaus believes that all are doing okay and holding their own hoping to emerge on the other side of this health crisis.

Trustee Lange thanked both Mr. Knaus and Mr. Kos for their dedication to the Village and that moving ahead with the events in 2020 was the right thing to do.

Trustee Kucharski shared that he does not believe there is a more active Business Association in Ozaukee County and all the events planned for the Village are outstanding.

Trustee Eckert thanked Mr. Knaus and Mr. Kos for all they do.

Mr. Knaus and Mr. Kos thanked the Board for their support throughout the year and for keeping the Village moving forward. Mr. Kos thanked the Village staff as well.

C. Review and approval of Resolution 2020-11 Adopting the Ozaukee County All Hazard Mitigation Plan 2020-2025

Administrator Landisch-Hansen shared the Ozaukee County All Hazard Mitigation Plan for 2020-2025. This plan is not for emergency response or disasters; this is for the mitigation of hazards. The purpose of the plan is to reduce the impact of hazard events that occur in Ozaukee County including the municipalities that make up the County.

Board of Trustees Minutes
December 14, 2020
Page five of nine

The Ozaukee County Board adopted this plan on August 5, 2020, and each of the Ozaukee County municipalities are required to formally adopt this Plan. The Plan retains our eligibility for FEMA funding, and FEMA requires that this Plan be updated every five years. The Plan has been submitted to FEMA for review and acceptance.

This update included plans to better integrate with the surrounding SEWRPC participating communities. This is the official metropolitan planning organization and regional planning commission for the southeastern Wisconsin counties. This plan also more clearly addresses the hazards and strategies that have worked and have already taken place. Another focus was adjusting the plan for primarily natural hazards with the addition of loss of utilities. Technology and man-made hazards (terrorism, cyber-attacks and release of hazardous materials) are addressed in other plans.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to approve Resolution 2020-11 Adopting the Ozaukee County All Hazard Mitigation Plan 2020-2025. **MOTION CARRIED UNANIMOUSLY.**

D. Discussion regarding Fire Department (Trustee Abraham)

Trustee Abraham believes the Fire Department needs help from the Village of Thiensville – the people and the businesses. Trustee Abraham shared that the people and businesses in Thiensville appreciate the care and attention provided by the Thiensville Fire Department. Many express their appreciation through their pocket book and others through stories of help provided.

Trustee Abraham would like to evaluation recruitment and budget for recruitment internally. Trustee Abraham recognized that the Fire Department consists of Fire Fighters, EMT's and Paramedics all with different functions within the Department. Currently, recruitment includes social media, word of mouth and department sponsored events. Three members have been added since June and the Assistant Chief has resigned. Trustee Abraham believes the safety of the Village is dependent on filling openings.

It was recommended that other sources of recruitment should include local educational institutions and the potential re-establishment of the Explorer Program. Trustee Abraham did a social media search and was unable to find any notice of open positions or community service opportunities available and believes this to be a good first step.

Fire Chief Brian Reiels shared that over the fall there was an active Facebook posting that got 14 hits of interest. Deputy Chief Joel Deutsch does follow up on these. At this time 65% of the staff now live away from the Village. Chief Reiels believes that with dual incomes, children, etc. that the commitment to the Fire Department may deter interest. The Department asks for an 18 hour per week commitment. This is dictated by the size of the Department and what is needed for coverage.

The Department uses EMS Manager for scheduling. Chief Reiels works a full time job and worked 2,678 hours of on-call hours for the Department.

President Mobley inquired if a marketing drive was directed at Village residents, how long would it take to get an individual certified. Being cross-trained in firefighter and EMS is important. After a semester of Firefighter 1 or EMT, individuals can help in the Department, however, we are sensitive about their time due to the fact that they are working and going to school. To get up and running is a year process. Due to COVID, last spring classes got cancelled. The Village had five people that were enrolled and could not attend. Cross-training is important.

When COVID hit, planning began immediately Countywide and, thankfully, there has not been any interruption to service.

Trustee Abraham does not believe the Village residents are aware of the extent of the problem with staffing.

Board of Trustees Minutes
December 14, 2020
Page six of nine

President Mobley suggested recruiting through the Village website, the Village newsletter and by promoting by word-of-mouth.

Chief Reiels shared that enrollment needs to get to MATC by August 1st and a second semester commitment by mid-December. There are concerns due to classes being cancelled due to lack of interest, however, the Village has individuals that need to take the classes. Chief Reiels has contacted the President of MATC regarding classes being cancelled. Internal training can happen at any time. There are no online opportunities for education. Only Class 1 cities can hold their own academies i.e. City of Milwaukee. Classes are held during the daytime, however, the evening classes are being cancelled. With the majority of our staff working during the day, evening classes are needed. MATC is our vocational technology school; if we send someone to MATC there is no charge and if we go elsewhere we are required to pay tuition. This could be \$300-\$500. Minimum age is 18 years old to be a member.

Firefighter I is 90 hours and EMT Basic is 120 hours. For the first five weeks classes are held on Monday, Tuesday and Wednesday evening and then meet on Monday's and Wednesday's. There is a Saturday all day class offered as well.

Administrator Landisch-Hansen shared that about four years ago we started an on-call stipend where once the 72 minimum hours was met, depending on certification, a stipend of \$50, \$100 or \$200 would be earned. Responding to a call would be additional. Hours committed over 72 hours, for every 24, an additional \$50 is earned. If a member is on call, they are in the station if they live out of town. Those that live in the Village can remain at their home if on call. The call rate for 2021 is \$25 per hour.

Chief Reiels had discussed with MATC for a separate training facility in the County so that people would not have to travel to the south campus. This will probably not happen.

In summary, Trustee Abraham would like to promote the open positions emphasizing community service and consider an incentive program for businesses for their employees to join the Fire Department and create a sense of community. Administrator Landisch-Hansen mentioned that there are other college students that live in the Village that could be contacted.

Chief Reiels thanked the Board.

**E. Discussion and possible action regarding Covid Temporary Business Measures,
Temporary Enclosures, Tents and Igloos (Trustee Kucharski)**

Trustee Kucharski shared that the Village Board has been very supportive of the Village businesses by suspending rules, regulations and ordinances this summer and fall. This has been very much appreciated by all businesses. It has been nine months since the initial shut-down in Wisconsin. Government officials are stating that indoor dining should not occur, but it can occur as long as the inside is outside. Trustee Kucharski stated that a fully enclosed tent is not any different than being indoors. Outdoor pods or tents in winter accumulate droplets that can carry any virus. Single table igloos or pods actually heighten the exposure to the virus. The CDC and health experts agree that eateries that have added outdoor structures that do not have proper cleaning protocols could put customers at a higher risk of COVID. These also heighten risk to servers and wait staff. Trustee Kucharski does not believe these small structures are aesthetically appealing. Trustee Kucharski asked that the Village return to the original regulations.

Currently, these temporary measures are reviewed by Director LaFond. The original plan was to have these temporary measures in place through September with the hope that COVID numbers would improve.

Director LaFond shared that there is extra temporary signage that would need to be addressed if these measures were to stop. Tents that are 1,500 square feet or smaller are allowed without a permit. There are no tents up at this time.

Board of Trustees Minutes
December 14, 2020
Page seven of nine

There was a temporary closure installed at Fiddleheads that was approved by Director LaFond. All proposals for these temporary measures require an end date.

President Mobley shared that options are to go back to the way it was before and the other option is to keep the current course with Director LaFond reviewing the proposed temporary measures. Trustee Eckert feels comfortable continuing to allow Director LaFond to make these decisions.

There have not been any requests for an igloo. The Plan Commission will be reviewing this topic at tomorrow evening's meeting.

It was agreed to keep the temporary measures in place at this time.

**F. Discussion and possible action regarding Meeting Format and Safety Precautions
(Trustee Holyoke)**

Trustee Holyoke shared that the Board agreed to wear masks to meetings until the end of the year and asked if this could continue until end of January. Trustee Holyoke also inquired if Zoom could be offered for Historic Preservation Commission meetings.

President Mobley shared that the Historic Preservation Commission meetings could be moved to a larger space, possibly the Fire Department Training Room. There are many that would like to serve and would attend a meeting.

It was agreed by the Board that when meeting, all will wear a mask until the end of January.

Trustee Abraham did share with HPC Chairman Heinritz that staff has created a safe environment for meeting at Village Hall in the Board Room. The member that is not attending, Trustee Abraham believes would not attend regardless of where it is held. The offer to meet in a larger room will be shared with the Historic Preservation Commission members. Often times materials are shared at these meetings that cannot effectively be reviewed by Zoom.

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

XIII. REPORTS AND COMMUNICATIONS

XIV. BUSINESS FROM THE FLOOR

A. Citizens to be Heard

Open to any citizen who wishes to speak on items not on the agenda. Please step to the podium and give your name and address for the record.

XV. UNFINISHED BUSINESS

XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE NOVEMBER 16, 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:
 - 1. \$1,000 to Village Park Reimagined from Jeffrey and Christine McLean
 - 2. \$2,000 to Thiensville Fire Department from Jesse Daily
 - 3. \$3,500 to Thiensville Fire Department from Scott A Joffe
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule:
January 18, 2021 Combined Committee of the Whole/Board of Trustees at 6:00 PM

MOTION by Trustee Lange, **SECONDED** by Trustee Eckert to accept the following gifts with much gratitude: \$1,000 to Village Park Reimagined from Jeffrey and Christine McLean, \$2,000 to Thiensville Fire Department from Jesse Daily and \$3,500 to Thiensville Fire Department from Scott A Joffe. **MOTION CARRIED UNANIMOUSLY.**

Trustee Abraham noted that an article in the News Graphic on December 3rd stated that the Board approved the yard waste gate card with a \$20 annual fee. This is incorrect and should read that a newly issued card is \$20, \$15 for a renewal and \$10 for a replacement card. This will be noted in the Village Voice; it is also in the Village newsletter.

Trustee Holyoke inquired about a dumpster that was located in the road on Buntrock Avenue. Director LaFond had asked for this to be removed and a vendor removed it and then replaced it with a new one. This will be followed up on.

President Mobley also shared support for having the Park Gala in 2021.

XVII. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to adjourn to Closed Session at 7:38 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 wage negotiations and performance evaluation and 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 Abraham, Apostolos, Eckert, Holyoke, Kucharski, Lange and President Mobley.

Naes: None

MOTION CARRIED.

MOTION TO RECONVENE IN OPEN SESSION

1. Vote of Board to reconvene
2. Review and possible action regarding Closed Session topic

MOTION by Trustee Apostolos, **SECONDED** by Trustee Holyoke to reconvene into Open Session at 8:16 PM.
MOTION CARRIED UNANIMOUSLY.

MOTION TO RECONVENE IN OPEN SESSION

1. Vote of Board to reconvene
2. Review and possible action regarding Closed Session topics

XVIII. ADJOURNMENT

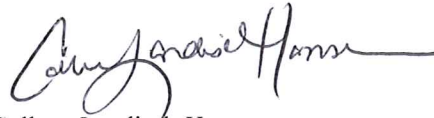
MOTION by Trustee Holyoke, **SECONDED** by Trustee Apostolos to adjourn the meeting at 8:16 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Colleen Landisch-Hansen
Administrator