

**VILLAGE OF THIENSVILLE
COMMITTEE OF THE WHOLE
MINUTES**

DATE: Monday, April 7, 2014

**LOCATION: 250 Elm Street
Thiensville, WI**

TIME: 6:00PM

I. CALL TO ORDER

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

II. ROLL CALL

President:	Van Mobley	
Trustees:	Kim Beck	Kenneth Kucharski
	Ronald Heinritz	David Lange
	Rob Holyoke	John Treffert
Administrator:	Dianne Robertson	
Staff:	Director of Public Works Andy LaFond, Fire Chief Brian Reiels	
	Police Chief Scott Nicholson	

III. BUSINESS

A. Review Capital Expenditures List

B. Review and recommendation regarding study of Village Park use and parking study

Director of Public Works Andy LaFond reported on current (last year) park use and parking. In regards to park grants the DNR looks at park usage as active use and passive use. Active use is considered to be organized sporting events and festivals. Passive use is biking, fishing, tennis, river access etc. Mr. LaFond reported on his spreadsheet that he provided information on who the regular active users of the park are and parking usage during these events. The Farmer's Market has the biggest demand of parking on a weekly basis during the summer. The Farmer's Market will be able to gain some parking by utilizing some of the grassy area and the pavilion in the park for vendors that are now parking on the asphalt. The other larger users are the baseball groups.

C. Review and recommendation regarding design proposal for Village Park restrooms

Director of Public Works Andy LaFond reported that the Village received a proposal from Groth Design Group from Cedarburg for design of the Village Park restrooms. Groth Design Group will charge a fee of \$4,000 for their services.

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to recommend to the Board approval of the proposal from Groth Design Group for design of the Village Park restrooms. **MOTION CARRIED UNANIMOUSLY.**

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D. Review and recommendation regarding design proposal for use study of the Old Village Hall/Fire Station

Director of Public Works Andy LaFond reported that the Village received a proposal from Groth Design Group from Cedarburg for a use study of the Old Village Hall/Fire Station. They have a lot of experience in renovating old buildings. Their first step would be to talk to the State of Wisconsin about the ADA requirements in regards to installing an elevator or not and installing a bathroom on both floors or not. This proposal will determine the extent of renovation needed to bring the existing structure up to state and local building codes. The plan does not include any exterior modifications to the building. This design would include electrical, plumbing, HVAC, and fire suppression.

Trustee Heinritz stated that there may be grant funding available from the State Historical Society for reuse of the building. They operate on a calendar year so the grants and approvals are over for the year 2014 but applications are available later this year for the year 2015. President Mobley commented that he would like to know the estimate of getting this building into a workable shape and then find out if it is worth getting the funding. Trustee Heinritz stated that the grant funding would be for an information gathering study and maybe some drawings only.

Trustee Heinritz would like to research this and then bring this topic back to the Board later this fall.

No action taken.

E. Review and recommendation to reconsider the Social Host Ordinance approved on March 27, 2014

Trustee Holyoke had a problem with page 2 item (c) (2) "a person who hosts an event or gathering does not have to be present at the event or gathering to be responsible". His comment would be that a parent could be out for dinner or out of town and the child could host a party. The Thiensville Police Department would be able to make that determination regarding the circumstances. Maybe it should read "a person who hosts an event or gathering may not have to be present at the event or gathering to be responsible." This will be looked at by the Village Attorney and brought back to the next Board meeting.

F. Review and recommendation regarding license approvals:

- 1) Class B Beer and Class B Liquor
- 2) Class A Beer and Class A Liquor
- 3) Class A Liquor
- 4) Class B Beer and C Wine
- 5) Beverage Operators
- 6) Amusement Devices
- 7) Cigarette Licenses

MOTION by Trustee Holyoke, **SECONDED** by Trustee Beck to recommend to the Board approval of the renewal of the following Liquor licenses:

Class B Beer and B Liquor:

2MGA – Class B Beer and B Liquor, Agent - Anna Bakalinsky, B-1 Burger, 105 W. Freistadt
CHUCK' PLACE – Class B Beer and B Liquor, Agent – Theodore Hagen, 408 N. Main Street
PRIME MINISTER RESTAURANT – Class B Beer and B Liquor, Agent – Efthimios Triantafillou, 517 N. Main St
REMINGTON'S RIVER INN – Class B Beer and B Liquor, Agent – Robert Ollman, 130 S. Main Street
SHULLY CATERING – Class B Beer and B Liquor, Agent – Scott Shully, 146 Green Bay Road
SKIPPY'S SPORT PUB AND GRUB – Class B Beer and B Liquor, Agent – Kenneth Kucharski, 113 Green Bay Road

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Class A Liquor

FANTASY FLOWERS – Class A Liquor, Agent - Nancy Witte-Dycus, 106 E. Freistadt Road

Class A Beer and A Liquor

PIGEON CREEK WINE & LIQUOR – Class A Beer and A Liquor, Agent – Scott Shully, 144 Green Bay Road

WALGREENS – Class A Beer and A Liquor, Agent – Kelly Fechter, 278 N. Main Street

Class B Beer and C Wine

EAST SUN CHINESE RESTAURANT – Class B Beer and C Wine, Agent - Chang Chun Siu, 305 N. Main Street

GLAZE – Class B Beer and C Wine, Agent – Kristina Eckert, 149 Green Bay Road

GRACE LUTHERAN CHURCH – Class B Beer and C Wine, Agent – Richard Koch, 303 Green Bay Road

THIENSVILLE FIRE DEPARTMENT – Class B Beer and C Wine, Agent – Terence Gengler, 250 Elm Street

Ayes: Trustees Beck, Heinritz, Holyoke, Lange, Treffert and President Mobley

Abstain: Trustee Kucharski

MOTION CARRIED.

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to recommend to the Board approval of a new liquor license to CHEEL, LLC – Class B Beer and B Liquor, Agent – Matthew Buerosse, 105 S. Main Street.

MOTION CARRIED UNANIMOUSLY.

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve the following beverage operator's licenses to:

B-1 Burger – New

Sara J. Sibley

Renewals

Patricia A. Bolling and Ashley M. Meistad

Glaze – New

Skye F. Marach

Renewals

Heather A. Albrecht, Philip G. Eckert, Nancy E. Grittner, and Wendy A. Kickbush

Grace Lutheran Church – Renewal

Richard M. Koch

Remington's – Renewals

Charise E. Albers, Bruce F. Anderson, Cynthia C. Check, Sarah V. Endlich, Jordan J. Lee, Amy M. Ollman, Sandra L. Pintor, Lindsay M. Rischmann, and Kristina L. Specht

Shully's – New

Kathleen M. Arn, Beth M. Berdes, Max A. Dodge, Julie M. Grau, Meghan K. Joyce, Julie A. Koskinen, Cheryl A. Rice and Patricia L. Sommerfeldt

Renewals

Sandra D. Fedele-Jacoby, Stephanie L. Frost, Doug M. Hogan, John J. Janz, Scott S. Jones, Mark D. Lavine, Christopher D. Marks, Edwina Silverstein, Steven R. Thuilliez and Kim I. White

Skippy's – Renewals

Cassie M. Haugen, Bret T. Kucharski, and Cindy J. Shaurette

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Walgreen's – Renewals

Aaron C. Baker, Kristin L. Freimuth, Joanne F. Hilgendorf, Susan J. Richards, Shirley C. Rodriguez, Dena L. Schwochert, Steven A. Slutzky, Todd R. Tischer, Gloria Folz and Pauline M. Ziegler

Ayes: Trustees Beck, Heinritz, Holyoke, Lange, Treffert and President Mobley

Abstain: Trustee Kucharski

MOTION CARRIED.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to recommend to the Board approval of coin machine licenses for:

Remington's River Inn – 5 Machines

Skippy's Pub & Grub – 3 Machines

Ayes: Trustees Beck, Heinritz, Holyoke, Lange, Treffert and President Mobley

Abstain: Trustee Kucharski

MOTION CARRIED.

MOTION by Trustee Lange, **SECONDED** by Trustee Holyoke to recommend approval of a pool table license for Skippy's Pub & Grub.

Ayes: Trustees Beck, Heinritz, Holyoke, Lange, Treffert and President Mobley

Abstain: Trustee Kucharski

MOTION CARRIED.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Lange to recommend to the Board approval of cigarette licenses to Skippy's Pub & Grub and Walgreens.

Ayes: Trustees Beck, Heinritz, Holyoke, Lange, Treffert and President Mobley

Abstain: Trustee Kucharski

MOTION CARRIED.

- G.** Review and recommendation regarding Ordinance No. 2014-03 Adopting the Letter of Map Revision (LOMR) Case #14-05-2223X Effective Date June 26, 2014
(Correcting changes on the datum maps for Pigeon Creek)

Administrator Robertson reported that when the DNR adopted the Pigeon Creek remapping they referenced a wrong map number so this is a clarification of the correct map number.

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to recommend to the Board approval of Ordinance No. 2014-03 Adopting the Letter of Map Revision (LOMR) Case #14-05-2223X Effective Date June 26, 2014.

MOTION CARRIED UNANIMOUSLY.

H. CITIZEN APPOINTMENTS:

Board of Review

Edwin Ogden, 300 Crescent Lane, One-Year Term

Michael Dyer, 600 Bel Aire Drive, One-Year Term

Donald A. Molyneux, 326 Grand Avenue, Alternate

Plan Commission

John Cabaniss, 503 Riverview Drive, Three-Year Term

Daniel Luedtke, 306 Heidel Road, Three-Year Term

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to recommend to the Board approval of the above listed citizen appointments. **MOTION CARRIED UNANIMOUSLY.**

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BOARD APPOINTMENTS:

Historic Preservation Commission
Plan Commission

Weyenberg Library Board
Board of Review

Mid-Moraine

Bike Trails Committee

M/T Bikeway Commission

Farmland Preservation Committee

Telecommunication & IT Oversight

Business Renaissance Committee

Ronald Heinritz, One-Year Term
Kenneth C. Kucharski, One-Year Term
Rob Holyoke, One-Year Term
Van A. Mobley, One-Year Term
David A. Lange, One-Year Term
Vacant, One-Year-Term
Ronald G. Heinritz, One-Year-Term
John Treffert, One-Year-Term
Ronald G. Heinritz, One-Year-Term
Rob Holyoke, One-Year-Term
Kim Beck, One-Year-Term
David Lange, One-Year-Term

MOTION by Trustee Lange, **SECONDED** by Trustee Treffert to recommend to the Board approval of the above listed Board appointments. **MOTION CARRIED UNANIMOUSLY.**

STAFF APPOINTMENTS:

Board of Review

Dianne S. Robertson, Administrator, Annually

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to recommend to the Board approval of the above listed staff appointment. **MOTION CARRIED UNANIMOUSLY.**

- I. Review and recommendation regarding naming of park north of the Old Village Hall/Fire Station and date for dedication

The Board will wait for the NFL Schedule to come out since they would like to have this on a Sunday.

- J. Review and recommendation regarding Proclamation for Assistant Fire Chief Judy LaFond in honor of her years of service

MOTION by Trustee Treffert, **SECONDED** by Trustee Kucharski to recommend to the Board approval of a proclamation for Assistant Fire Chief Judy LaFond in honor of her years of service. **MOTION CARRIED UNANIMOUSLY.**

- K. Review and recommendation regarding Proclamation for Public Works Laborer and Assistant Fire Chief Ervin Helms in honor of his retirement

MOTION by Trustee Kucharski, **SECONDED** by Trustee Beck to recommend to the Board approval of a proclamation for Public Works Laborer and Assistant Fire Chief Ervin Helms in honor of his retirement. **MOTION CARRIED UNANIMOUSLY.**

- L. Review and recommendation regarding advertising for the position of Laborer in the Public Works Department

There are many new things that the Department of Public Works is doing compared to 6 years ago when the Director Andy LaFond was promoted to the position so the job description will have more requirements listed. This advertisement will be created by the Administrator and the Director of Public Works.

MOTION by Trustee Treffert, **SECONDED** by Trustee Beck to recommend to the Board approval of advertising for the position of Laborer in the Public Works Department. **MOTION CARRIED UNANIMOUSLY.**
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- M.** Review and recommendation to apply to the Main Street “Connect Communities” Program

Trustee Beck reported that this program is a \$200.00 yearly fee. This program provides a number of technical services on a limited basis that is the same as the Main Street Program without the major commitments. The application is due April 15, 2015. This is ideal for a community like Thiensville.

MOTION by Trustee Treffert, **SECONDED** by Trustee Holyoke to recommend to the Board approval of the participation in the Main Street “Connect Communities”. **MOTION CARRIED UNANIMOUSLY.**

- N.** Review and recommendation regarding the Memorial Day Parade on May 26, 2014 from 9AM to Noon

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to recommend to the Board approval of the Memorial Day Parade and street closing permit on May 26, 2014 from 9AM to Noon. **MOTION CARRIED UNANIMOUSLY.**

- O.** Review and recommendation regarding comparison of available Sewer Capacity vs. MMSD Sewer Flow Allocation

Administrator Robertson asked Village Engineer Michael Campbell of Ruekert & Mielke to review the sewer capacity and there is capacity to add future development in the community however development is limited. Mr. Campbell claims that a limit of 500 units is the range. The number of units could be adjusted based on what type of redevelopment occurs. This is for informational purposes only.

NEXT RESOLUTION NUMBER:	2014-06
NEXT ORDINANCE NUMBER:	2014-04

IV. 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.

Mr. Jim Heyer – 226 W. Alta Loma Circle

Mr. Heyer brought up the topic of boat storage and the Village Ordinance regarding boat storage. Citations have been issued to people that are storing boats during winter months from November 1 to March 31 on their property which is not allowed. Mr. Heyer feels the ordinance should be changed to allow winter storage. President Mobley feels that people could leave these boats on their property for years especially if they were broken down and then there would be no way for the Village to get the property owner to move them.

Pastor Joseph Hanthorn from Christian Life Church was present to request a church picnic in the Village Park on a Sunday. The church recently moved to Mequon. The Village Park has never been available for rental on Sunday's. The Village Board was willing to do this on a trial basis.

V. MISCELLANEOUS BUSINESS BY TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD.

1. Inter-Governmental Committee with Mequon
2. Use of 101 Green Bay Road, Old Village Hall & Fire Station
3. Acceptance/Report of Gifts Received
4. Dialog with Mequon regarding water utility service
5. Review next month's meeting date schedule

VI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to adjourn the meeting to closed session at 7:44PM 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 police personnel and pursuant to Chapter 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 regarding negotiations.

1. Roll Call Vote

Ayes: Trustee Beck, Heinritz, Holyoke, Kucharski, Lange, Treffert and President Mobley

Naes: None

MOTION CARRIED.

MOTION TO RECONVENE IN OPEN SESSION

1. Vote of Board to reconvene.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to reconvene the meeting in open session at 8:20PM. **MOTION CARRIED UNANIMOUSLY.**

VII. ADJOURNMENT

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to adjourn the meeting at 8:20PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Approved by,

Susan R. Conway
Administrative Assistant

Dianne S. Robertson
Village Clerk