

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

DATE: Monday, April 2, 2018

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:	Kim Beck	Kenneth Kucharski (arrived 6:03 PM)
	Ronald Heinritz	David Lange
	Rob Holyoke	Elmer Prenzlów
Administrator:	Dianne Robertson	
Staff:	Director of Public Works Andy LaFond (excused)	
	Police Chief Scott Nicholson	
	Asst. Administrator Colleen Landisch-Hansen	
	Village Clerk Amy Langlois	

III. BUSINESS

A. Review Capital Expenditures List

Administrator Robertson reported the following Capital requests: \$9,000 for Emerald Ash Borer Treatment from the Department of Public Works and \$3,587.25 for the balance of the lettering on the new fire truck and \$1,850 to repair and reupholster the interior of the new fire truck from the Fire Department.

B. Hear Auditor John Knepel and Review and Acceptance of the 2017 Financial Statements Prepared by Baker Tilly Virchow Krause & Co., LLP

Auditor John Knepel was in attendance and gave an overview of the 2017 Financial Statements prepared by Baker Tilly Virchow Krause & Co., LLP.

1. Objective of the audit was to express an opinion on Village financial statements
2. Reports issued:
 - a. Village Financial Statements – unmodified opinion, commonly referred to as a “clean” opinion
 - i. Highest level of assurance you can receive from your Auditor
 - ii. Financial statements are presented “fairly” in accordance with generally accepted accounting principles
 - b. Communication with those Charged with Governance and Management
 - c. Tax Incremental District Financial Statements
 - i. Summarized activity from date of creation through December 31, 2017

Committee of the Whole Minutes
April 2, 2018
Page two of seven

3. Financial highlights

a. Governmental Funds

	General Fund	Tax Incremental District Fund	Capital Improvement Fund	Nonmajor Governmental Funds
Current Year activity				
Revenues and other sources	\$2,534,538	\$782,535	\$1,093,213	\$547,600
Expenditures and other uses	<u>2,557,732</u>	<u>781,806</u>	<u>768,114</u>	<u>523,372</u>
Change in fund balances	\$ (23,194)	\$ 729	\$ 325,099	\$ 24,228
Fund Balance				
Nonspendable	\$ 89,126	\$ -	\$ 3,347	\$ -
Restricted	-	12,112	-	415,213
Committed	190,369	-	-	446,591
Assigned	197,420	-	868,801	-
Unassigned (deficit)	<u>1,122,827</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$1,599,742</u>	<u>\$ 12,112</u>	<u>\$ 872,148</u>	<u>\$861,804</u>

b. General Fund Budget

	Original And Final Budget	Actual	Variance: Favorable (unfavorable)
Revenues	\$2,533,638	\$2,534,538	\$ 900
Expenditures	<u>2,731,258</u>	<u>2,557,732</u>	<u>173,526</u>
Excess (deficiency)	(197,620)	(23,194)	174,426
Other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>\$ (197,620)</u>	<u>\$ (23,194)</u>	<u>\$ 174,426</u>

c. Enterprise Fund

	Sewer Utility
Current year activity	
Operating revenues	\$ 974,363
Operating expenses	<u>931,118</u>
Operating Income	43,245
Nonoperating Revenue	9,519
Transfer Out	<u>\$ -</u>
Change in net assets	<u>\$ 52,764</u>
Unrestricted net position	<u>\$1,013,452</u>

d. Long-Term Debt

	Governmental Activities	Business-type Activities	Total
Special Assessment B Bonds	\$ 475,000	\$ -	\$ 475,000
Total Long Term Debt 2017	\$ 475,000	\$ -	\$ 475,000
Total Long Term Debt 2016	\$ 575,000	\$ -	\$ 575,000
Statutory debt limit (5% of equalized value)	\$ 16,849,830		
Capacity for additional general obligation debt	\$ 16,849,830		

The Village does not have any outstanding long-term debt for which it is obligated to pay. Special Assessment B Bonds are payable solely from the related assessments levied.

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to recommend to the Village Board to Accept the 2017 Financial Statements Prepared by Baker Tilly Virchow Krause & Co., LLP. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and recommendation for Application for Parade Permit or Street Closing for the Family Fun Before the 4th on Saturday, June 30, 2018 from 10:00 AM to 1:00 PM, Main Street to Freistadt Road, Freistadt Road to Green Bay Road, Green Bay Road to Riverview Road, Riverview Road to Elm Street

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to recommend to the Village Board to approve the Application for Street Closing for the Family Fun Before the 4th on Saturday, June 30, 2018 from 10:00 AM to 1:00 PM, Main Street to Freistadt Road, Freistadt Road to Green Bay Road, Green Bay Road to Riverview Road, Riverview Road to Elm Street. **MOTION CARRIED UNANIMOUSLY.**

- D. Review and recommendation for Application for Parade Permit or Street Closing for Block Party at Port Washington State Bank/Chinooks/Village of Thiensville, Shred Event and Drug Drop Off

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve the Application for Parade Permit or Street Closing for Block Party at Port Washington State Bank/Chinooks/Village of Thiensville, Shred Event and Drug Drop Off on April 28, 2018 to Close Spring Street. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and recommendation of a Proclamation in Honor of Arbor Day, April 27, 2018

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to recommend to the Village Board to approve Proclamation in Honor of Arbor Day, April 27, 2018. **MOTION CARRIED UNANIMOUSLY.**

- F. Review and recommendation regarding Truancy Ordinance Update Recommendations (Chief Nicholson)

Police Chief Scott Nicholson would like to recommend some changes to the Truancy Ordinance. The Truancy Ordinance basically only addressed habitual truants. The Ordinance was reviewed by the Village Attorney with the following recommendations:

Chapter 46-5. Minors Curfew: (d) removing the age of 18 and adding the age of 17. Also, remove the no more than \$200 and adding no more than \$500; (e) removing no more than \$200 and adding no more than \$500.

Chapter 46-9. Truancy: (3) removing the word habitually; (b) removing the wording Circuit Court and adding Mid-Moraine Municipal Court; and (4) removing the wording Circuit Court and adding Mid-Moraine Municipal Court.

Chapter 46-10. Habitual Truancy: (3)(b) removing the wording Circuit Court and adding Mid-Moraine Court; (4) removing the wording Circuit Court and adding Mid-Moraine Court; and (a) adding language not more than \$50 plus cost.

Chapter 46-5. Minors Curfew: (d) removing the age of 18 and adding the age of 17. Also, remove the no more than \$200 and adding no more than \$500.

Chapter 46-9. Truancy: (3) removing the word habitually; (b) removing the wording Circuit Court and adding Mid-Moraine Municipal Court; (4) removing the wording Circuit Court and adding Mid-Moraine Municipal Court; and (a) adding language not more than \$50 plus cost.

Chapter 46-10. Habitual Truancy: (3)(b) removing the wording Circuit Court and adding Mid-Moraine Court and (4) removing the wording Circuit Court and adding Mid-Moraine Court.

The Truancy Ordinance is basically a stop gap once the youth and the parents have been spoken to and counseled still refuses to go to school. This does not happen too often. It is recommended that the changes outline are approved.

Trustee Beck inquired as to curfew for a 16 year old driving home from work. There are exceptions within the Ordinance that refer to traveling to and from work or high school functions.

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to recommend to the Village Board to approve Truancy Ordinance Update Recommendations from Chief Nicholson. **MOTION CARRIED UNANIMOUSLY.**

- G.** Review and recommendation regarding Resolution 2018-07 An Intergovernmental Cooperation Agreement Between the Milwaukee Metropolitan Sewerage District and the Village of Thiensville to Recognize Joint TMDL Implementation Initiatives

Administrator Robertson indicated that the proposed Agreement will allow all the communities to pull resources if need be to comply with TMDL. The Village Engineer is in full support of this Agreement.

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to recommend to the Village Board to approve Resolution 2018-07 An Intergovernmental Cooperation Agreement Between the Milwaukee Metropolitan Sewerage District and the Village of Thiensville to Recognize Joint TMDL Implementation Initiatives. **MOTION CARRIED UNANIMOUSLY.**

- H.** Review and recommendation regarding license approval – New:
 - 1. **Class B Beer and Class C Wine**
Shully's Cuisine & Events, Scott Thomas Shully, Agent, 143 Green Bay Road

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to recommend to the Village Board to approve the New Class B Beer and Class C Wine License for Shully's Cuisine & Events, Scott Thomas Shully, Agent, 143 Green Bay Road. **MOTION CARRIED UNANIMOUSLY.**

- I.** Review and recommendation regarding license approvals - Renew:
 - 1. **Class A Liquor**
Fantasy Flowers, Inc., Nancy Witte-Dycus, Agent, 106 East Freistadt Road

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to recommend to the Village Board to approve the Class A Liquor License Renewal for Fantasy Flowers, Inc., Nancy Witte-Dycus, Agent, 106 East Freistadt Road. **MOTION CARRIED UNANIMOUSLY.**

2. **Class A Beer and Class A Liquor**
Pigeon Creek Wine & Liquor, Scott & Beth Shully, 144 Green Bay Road
Walgreen Co., Matthew Stefl, Agent, 278 North Main Street

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to recommend to the Village Board to approve the Class A Beer and Class A Liquor License Renewal for Pigeon Creek Wine & Liquor, Scott & Beth Shully, 144 Green Bay Road and Walgreen Co., Matthew Stefl, Agent, 278 North Main Street. **MOTION CARRIED UNANIMOUSLY.**

3. **Class B Beer and Class B Liquor**
Chuck's Place, Inc., Theodore J. Hagen, Agent, 406 North Main Street
Falafel Guys, Chrissy B. Stroli, Agent, 105 West Freistadt Road
Remington's River Inn, Robert John Ollman, Agent, 130 South Main Street
Shully Catering, Inc., Scott Thomas Shully, Agent, 146 Green Bay Road

MOTION by Trustee Kucharski, **SECONDED** by Trustee Beck to recommend to the Village Board to approve the Class B Beer and Class B Liquor License Renewal for Chuck's Place, Inc., Theodore J. Hagen, Agent, 406 North Main Street; Falafel Guys, Chrissy B. Stroli, Agent, 105 West Freistadt Road; Remington's River Inn, Robert John Ollman, Agent, 130 South Main Street; and Shully Catering, Inc., Scott Thomas Shully, Agent, 146 Green Bay Road. **MOTION CARRIED UNANIMOUSLY.**

4. **Class B Beer and Class C Wine**
East Sun Chinese Restaurant, Chang Chun Siu, Agent, 305 North Main Street
glaze, llc, Kristina A. Eckert, Agent, 149 Green Bay Road
Grace Lutheran Church, Richard Koch, Agent, 303 North Green Bay Road
Thiensville Fire Department, Inc., John Kukla, Agent, 250 Elm Street

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Heinritz to recommend to the Village Board to approve the Class B Beer and Class C Wine License Renewal for East Sun Chinese Restaurant, Chang Chun Siu, Agent, 305 North Main Street; glaze, llc, Kristina A. Eckert, Agent, 149 Green Bay Road; Grace Lutheran Church, Richard Koch, Agent, 303 North Green Bay Road; and Thiensville Fire Department, Inc., John Kukla, Agent, 250 Elm Street. **MOTION CARRIED UNANIMOUSLY.**

- J. **Operator's Licenses - New**
 1. **Remington's River Inn**
Nicole Marie Gresbach
 2. **Shully Catering, Inc.**
Kimberly Stacey Bollmann, Jerel W. Hall, Pamela Helen Johnson, Melissa B. Kerhin,
Paula Jean Switalski
 3. **Walgreen Co.**
Matthew Stefl

MOTION by Trustee Beck, **SECONDED** by Trustee Heinritz to recommend to the Village Board to approve the following Operator's Licenses – New: Remington's River Inn: Nicole Marie Gresbach; Shully Catering, Inc.: Kimberly Stacey Bollmann, Jerel W. Hall, Pamela Helen Johnson, Melissa B. Kerhin, Paula Jean Switalski; and Walgreen Co.: Matthew Stefl. **MOTION CARRIED UNANIMOUSLY.**

K. Operator's Licenses – Renewal

1. **Falafel Guys**
Vasyl Atamanchuk, Andrey Smeyan
2. **Remington's River Inn**
Cynthia C. Check, Sarah Viola Lundberg, Amy Marie Ollman, Kristina Lee Specht
3. **Shully Catering, Inc.**
Timothy Dorau, Scott Steven Jones, Mark D. Lavine, Lizbeth Ann Leder-Shein, Christopher D. Marks
4. **Walgreen Co.**
Jennifer Kay Bandt, Rebecca S. Iwinski, Steven Jacob Jacomet, Alyssa J. Scalone

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve the following Operator's Licenses – Renewal: Falafel Guys: Vasyl Atamanchuk, Andrey Smeyan; Remington's River Inn: Cynthia C. Check, Sarah Viola Lundberg, Amy Marie Ollman, Kristina Lee Specht; Shully Catering, Inc.: Timothy Dorau, Scott Steven Jones, Mark D. Lavine, Lizbeth Ann Leder-Shein, Christopher D. Marks; and Walgreen Co.: Jennifer Kay Bandt, Rebecca S. Iwinski, Steven Jacob Jacomet, Alyssa J. Scalone. **MOTION CARRIED UNANIMOUSLY.**

L. Amusement Devices

1. Robert J. Ollman & Amy M. Ollman, Inc., Remington's River Inn (5 Machines)

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve the Amusement Devices for Robert J. Ollman & Amy M. Ollman, Inc., Remington's River Inn (5 Machines). **MOTION CARRIED UNANIMOUSLY.**

M. Review and recommendation regarding Community Fun Events, Inc., Temporary Class B Beer and Class B Wine License for Family Fun Before the 4th on June 30, 2018

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve the Community Fun Events, Inc., Temporary Class B Beer and Class B Wine License for Family Fun Before the 4th on June 30, 2018. **MOTION CARRIED UNANIMOUSLY.**

N. Review and recommendation regarding Amending Thiensville Business Association Temporary Class B Beer and Class B Wine License to Include Park Gala on June 2, 2018

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to recommend to the Village Board to Amend the Thiensville Business Association Temporary Class B Beer and Class B Wine License to Include Park Gala on June 2, 2018. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2018-08
NEXT ORDINANCE NUMBER:	2018-03

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.

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

- 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. \$718.00 to Village Park Reimagined from cheel, llc
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule

MOTION by Trustee Lange, **SECONDED** by Trustee Beck to recommend to the Village Board to accept the gift of \$718.00 to Village Park Reimagined from cheel, llc with much gratitude. **MOTION CARRIED UNANIMOUSLY.**

Trustee Prenzlou inquired as to if there was an Ordinance addressing parking commercial vehicles on residential streets. Chief Nicholson stated that Ordinances address parking between 2:00 AM and 6:00 AM allowing only 30 minute parking. There is no Ordinance that addresses this parking at any other time unless they are a hindrance.

Also, there are some heavy trucking Ordinances that need to be looked into. Main Street is still designated as a heavy trucking route. If there is business being done in the Village, truckers have a legal right to use the roads.

Trustee Holyoke inquired about the fee for parking in a handicapped space. Chief Nicholson indicated that the \$100 fee charged is low and would like to see that higher. Other municipalities range from \$250 to \$500. This violation is common at Walgreens, at the Park and at the Village Hall. Trustee Kucharski supports an increase in the handicapped parking fines.

The Board recommended the following fee increases: increasing parking in a no parking zone from \$20 to \$40, increasing parking in fire lane from \$100 to \$200, parking in a handicap stall from \$100 to \$200 and other parking violations from \$20 to \$40.

President Mobley shared that there will be a project presented to the Plan Commission on April 10th in regards to the Lumen Christi property. There was also interest from an architect in acquiring the old fire station, however, has withdrawn his interest.

President Mobley expressed his congratulations to Trustee Beck for his time well served and many thanks for his service to the community and shared that it was an honor to serve with him. Trustee Beck thanked the Board, Administrator Robertson, Chief Nicholson and Chief Reiels. A plaque in appreciation was awarded to Trustee Beck for his service from the Mid-Moraine Association. Trustee Beck served two terms on the Village Board and two years on the Plan Commission.

VI. **ADJOURNMENT**

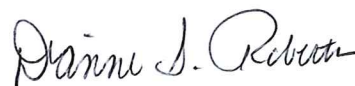
MOTION by Trustee Beck, **SECONDED** by Trustee Lange to adjourn the meeting at 7:03 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator