

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: **Monday, October 15, 2012**

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
	Ronald Heinritz	David Lange
	Rob Holyoke	John Treffert (excused)
Administrator:	Dianne Robertson	
Attorney:	Robert Feind	
Staff:	Director of Public Works Andy LaFond, Fire Chief Brian Reiels	
	Police Chief Scott Nicholson	

III. PLEDGE OF ALLEGIANCE

Trustee Kucharski 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. September 17, 2012
2. September 24, 2012 Special Board-Property Purchase
3. September 4, 2012 Public Hearing Special Assessments-LAWDS
4. October 1, 2012 Public Hearing-Mini-Warehouse/Rezoning Shully's

V. DEPARTMENT REPORTS (Receipt)

A. Department Reports (Receipt)

1. Fire Department
 - a. September, 2012
2. Police Department
 - a. August, 2012
 - b. September, 2012
3. Public Works Department
 - a. July, 2012
 - b. August, 2012
 - c. September, 2012

VI. COMMITTEE REPORTS

- A. Committee of the Whole**
 - 1. September 4, 2012
 - 2. October 1, 2012
 - 3. October 8, 2012 - 2013 Budget Work Session

VII. REPORTS AND COMMUNICATIONS

- A. Historic Preservation Commission**
 - 1. September 12, 2012
- B. Plan Commission**
 - 1. September 4, 2012
 - 2. October 2, 2012
- C. Capital Expenditures**

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz 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. September 15, 2012 through October 12, 2012

MOTION by Trustee Heinritz, **SECONDED** by Trustee Holyoke to approve the account payable from September 15, 2012 through October 12, 2012 in the amount of \$536,610.84. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. August, 2012

Financial report was received.

Board of Trustees, meeting minutes
October 15, 2012, page three of seven

IX. PRESIDENT'S REPORT

- A. Appointments**
 - 1. **Liquor License:**

2. **Operators Licenses:**
 - a. **New:**
 - b. **Renewal:**
 - c. **Denial**
 - d. **Temporary**
3. **Fire Department Members:**
4. **Parade/Street Closing Permit:**

X. ADMINISTRATOR'S REPORT

A. Department Reports

1. Administrator's Report

Green Bay Road

The Green Bay Road Project schedule is as follows:

12/14/2012	60% plans to the Village and utilities
01/18/2013	Submission of 90% plans to the Village for review
02/15/2013	Advertisement for bids
03/06/2013	Bid opening
03/20/2013	Preconstruction meeting
04/10/2013	Start of construction
08/30/2013	Substantial completion

Laurel Acres Water Distribution System

The Mequon Water Utility engineer is 70% completed with the design of the project. It remains the goal to bid the project in the beginning of the year with construction in the spring of 2013.

Demolition of 108 N. Main Street

The contract has been awarded and the Notice of Award has been given to the contractor. The demolition will begin by the end of October and be completed by November 16, 2012.

Village Owned Properties on Main Street

Willard Riemer will be renting the building at 136 N. Main Street until December 31, 2012. A lease has been sent to him for his signature.

Joel Steingart, the former owner, is making progress on emptying the building at 128 N. Main Street. He has until October 22, 2012 to vacate the premises. Funds have been held in escrow to assure that the Village will have uncluttered occupancy.

Steve Sand of Sea n Sand, the month-to-month tenant at 134 N. Main Street has been informed that he has until April 30, 2013 to vacate the premises. He must pay \$600 security deposit and \$600 monthly rent from November 1, 2012 to April 30, 2013. If he does not pay the deposit or the rent the Village can go through a legal process to remove his property and place it in secured storage.

2. Building Inspection Department (Receipt)
 - a. September, 2012 Report

Inspection report was received.

Board of Trustees, meeting minutes
October 15, 2012, page four of seven

XI. ATTORNEY'S REPORT

Mr. Feind thanked Mr. LaFond for helping out with an easement and property dispute in Century Estates #1 Water Co-Op.

XII. COMMITTEE REPORTS

- A. Review and approval of Ordinance No. 2012-02 Amending the Conditional Uses in the B-4 Highway Business District to include Mini-Warehousing

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve Ordinance No. 2012-02 Amending the Conditional Uses in the B-4 Highway Business District to include Mini-Warehousing. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Ordinance No. 2012-05 to Amend the Comprehensive Plan (Smart Growth Plan) to change the land use of 150 Green Bay Road and a portion of 219 Elm Street from residential to commercial

MOTION by Trustee Kucharski, **SECONDED** by Trustee Heinritz to approve Ordinance No. 2012-05 to amend the Comprehensive Plan (Smart Growth Plan) to change the land use of 150 Green Bay Road and a portion of 219 Elm Street from residential to commercial. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and approval of Ordinance No. 2012-03 Amending the Zoning Map to Rezone 150 Green Bay Road and a portion of 219 Elm Street from R-2 Single Family Residential District to B-1 Central Business District as recommended by the Plan Commission

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve Ordinance No. 2012-03 Amending the Zoning Map to Rezone 150 Green Bay Road and a portion of 219 Elm Street from R-2 Single Family Residential District to B-1 Central Business District as recommended by the Plan Commission. **MOTION CARRIED UNANIMOUSLY.**

- D. Review and approval of Resolution No. 2012-26 Write-Off Delinquent Personal Property Taxes

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve Resolution No. 2012-26 to Write-Off Delinquent Personal Property Taxes. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval of Amended Administrator's Final Special Assessment Report for Century Estates Water Co-Op #3, Resolution No. 2012-18

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve the Amended Administrator's Final Special Assessment Report for Century Estates Water Co-Op #3, Resolution No. 2012-18. **MOTION CARRIED UNANIMOUSLY.**

**Board of Trustees, meeting minutes
October 15, 2012, page five of seven**

- F. Review and approval of Contract for Building Demolition of 108 N. Main Street to Earth Construction LLC in the amount of \$13,720

Trustee Heinritz asked about salvaging the pressure tank and capping the well. Staff will talk to the contractor.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Beck to approve the Contract for Building Demolition of 108 N. Main Street to Earth Construction LLC in the amount of \$13,720. **MOTION CARRIED**

UNANIMOUSLY.

- G.** Report from Trustee Lange regarding the Wisconsin Main Street Program and Review and Approval to send a "Notice to Apply" to the Wisconsin Economic Development Corporation

Trustee Lange stated that essentially this program uses historic preservation and development to revitalize various communities in Wisconsin. The program itself is free and the program tries to take the existing buildings and businesses and provide assistance to them. They have onsite counseling for small business owners, training and networking. The program has four main points that include organization, promotion, design and economic restructuring. The municipality must commit to budgeting \$40,000 annually to the program which includes the salary of a part-time executive director (in the Village's case) due to our small size and the commitment is 5 years. If the Board wishes to proceed the requirements are: A "notice to apply" must be sent by November 1st and the actual application would need to be submitted by February 2nd of 2013. In April of 2013 there is the actual selection in Madison where the Village would get 25 minutes to make a case to the selection committee.

President Mobley commented that with \$200,000 he would rather knock down a building than pay an executive director. Trustee Beck wants to make this a thoughtful process. Trustee Kucharski thinks this is a good idea and if the program is explained well to the businesses they would contribute monetarily to the program. Trustee Heinritz feels that this would be more suitable for South Main Street. Trustee Mobley stated that there are about 3-4 land owners in the Village that are going to make things happen and an executive director won't make a difference with these land owners.. Trustee Lange feels that the Village should get a feel from the business owners to see how involved they want to be. Trustee Lange and President Mobley will call the Mayor of Mequon to discuss this issue with him.

MOTION by Trustee Beck, **SECONDED** by Trustee Holyoke to send a "Notice to Apply" to the Wisconsin Economic Development Corporation. **MOTION CARRIED UNANIMOUSLY.**

- H.** Review and approval of repairing the Public Works gas fueling tank and reader system

Director of Public Works Andy LaFond gave a brief explanation of the gas fueling tank, reader system and fuel supply. Local retail gas stations cannot accommodate plow trucks and fire apparatus, the closest gas station with a truck facility is in Cedarburg. If the Village purchases fuel from the City of Mequon we could in the future be asked to contribute to the same capital improvement that is needed to be performed to our system. Purchasing from Mequon also has the added inconvenience of administrative fees and off site fueling. The department heads recommendation is to continue to maintain and use the Village fuel supply, doing preventive maintenance to the tanks, replacing the pumping equipment and using the existing key system. Trustee Beck feels that the Village should get together with Mequon for fuel supply.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve repairing the Public Works gas fueling tank and reader system not to exceed \$6,000. **MOTION CARRIED UNANIMOUSLY.**

Board of Trustees, meeting minutes
October 15, 2012, page six of seven

- I.** Review and approval of Ordinance No. 2012-04 amending and recreating Section 30-1, Loud and Unnecessary Noise

Trustee Kucharski had a resident complain to him that this happens several times per week with early noise from Waste Management therefore the need for an actual timeframe stipulated in the ordinance from 7am to 7pm.

MOTION by Trustee Beck, **SECONDED** by Trustee Lange to approve Ordinance No. 2012-04 amending and recreating Section 30-1, Loud and Unnecessary Noise. **MOTION CARRIED UNANIMOUSLY.**

- J. Review and recommendation regarding appointments to Village Committees

CITIZEN APPOINTMENTS:

Village Ad-Hoc Business Committee

Fallon A. Bubacy, 701 Grand Avenue
Greg Steinbrenner, 211 S. Orchard Street
Jesse Daily, 215 Madero Drive & 163
Green Bay Road/CORE Consulting

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to approve the following appointments:
Thiensville Renaissance - Fallon A. Bubacy, 701 Grand Avenue, Greg Steinbrenner, 211 S. Orchard Street, Jesse
Daily, 215 Madero Drive & 163 Green Bay Road/CORE Consulting. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2012-27
NEXT ORDINANCE NUMBER:	2012-05

XIII. REPORTS AND COMMUNICATIONS

- A. Plan Commission
- B. Frank L. Weyenberg Library
- C. Mid-Moraine Legislative Committee
- D. Historic Preservation Commission
- E. Telecommunication & IT Oversight Committee
- F. C.D.A.
- G. Bike Trail Committee
- H. Farmland Preservation Committee

XIV. UNFINISHED BUSINESS

XV. CITIZENS TO BE HEARD

Board of Trustees, meeting minutes
October 15, 2012, page seven of seven

**XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT
BEFORE THE BOARD, OR CARRIED OVER FROM THE SEPTEMBER 17, 2012 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
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule
- F. Update on Village owned Main Street properties

XVII. ADJOURNMENT

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to adjourn the meeting at 7:16PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Approved by,

Susan R. Conway
Administrative Assistant

Dianne S. Robertson
Village Clerk