

VILLAGE OF THIENSVILLE
COMMITTEE OF THE WHOLE
AGENDA

DATE: Monday, March 6, 2017

LOCATION: 250 Elm Street
Thiensville, WI

Time: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

President: Van Mobley
Trustees: Kim Beck
Ronald Heinritz
Rob Holyoke
Kenneth Kucharski David Lange
Elmer Prenzlou
Administrator: Dianne Robertson
Attorney: Tim Schoonenberg
Staff: Director of Public Works Andy LaFond
Fire Chief Brian Reiels
Police Chief Scott Nicholson
Asst. Administrator Colleen Landisch-Hansen
Clerk Amy Langlois

III. BUSINESS

A. Review Capital Expenditures List

Documents:

[CAPITAL EXPENDITURES.PDF](#)

B. Review And Recommendation Regarding TBA Grant Agreement For The Position Of Executive Director Of The TBA

Documents:

[EXECUTIVE DIRECTOR OF THE TBA.PDF](#)

C. Review And Recommendation Regarding Village Ordinance 10-32 No Dogs Allowed In Village Parks (Trustee Holyoke)

Documents:

[ORDINANCE 10-32.PDF](#)

D. Review And Recommendation Regarding Fire Department Promotion Of Lt. Joel Deutsch To The Rank Of Captain

Documents:

FIRE DEPARTMENT PROMOTION.PDF

E. Discussion Regarding Board Appointments

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

D. Dialog With Mequon Regarding Water Utility Service

E. Review Next Month's Meeting Date Schedule

VI. ADJOURNMENT

Amy L. Langlois, Village Clerk
March 3, 2017

Please advise the Thiensville Municipal Hall, 250 Elm Street (242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.

Notice is hereby given that a quorum of the Village Board and/or Village Committees may be in attendance at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take any formal action thereto at this meeting.

VILLAGE OF THIENSVILLE
2017 CAPITAL PROJECT EXPENDITURE REPORT
MARCH 6, 2017

ITEM BUDGETED	AMOUNT BUDGETED	AMOUNT IN RESERVES	TOTAL AMOUNT AVAILABLE	ACTUAL EXPENSE	DIFFERENCE
ADMINISTRATION					
	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Fire Dept Garage Door & Springs	\$ -	\$ -	\$ -	\$ 5,196.25	\$ (5,196.25)
Data Room Upgrade	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
Village Board iPad Upgrade	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
Front Office Computers/Laptops/Printer	\$ 8,500.00	\$ -	\$ 8,500.00	\$ -	\$ 8,500.00
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 18,500.00	\$ -	\$ 18,500.00	\$ 5,196.25	\$ 13,303.75
POLICE DEPARTMENT					
	\$ -	\$ -	\$ -	\$ -	\$ -
1 Squad Replacement (Year 2 of 2)	\$ 22,000.00	\$ 22,000.00	\$ 44,000.00	\$ -	\$ 44,000.00
Body Camera Video Docking Station	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -
7 Handguns & Lights	\$ 5,250.00	\$ -	\$ 5,250.00	\$ 5,250.00	\$ -
7 Rifles, Sites, Lights, Suppressors	\$ 12,670.00	\$ -	\$ 12,670.00	\$ 12,670.00	\$ -
7 Gas Masks	\$ 1,800.00	\$ -	\$ 1,800.00	\$ -	\$ 1,800.00
7 Goggles for Ballistic Helmets	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00
Squad Internet Access	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00
P25 Radio	\$ 4,500.00	\$ 4,500.00	\$ 9,000.00	\$ -	\$ 9,000.00
	\$ 49,620.00	\$ 29,500.00	\$ 79,120.00	\$ 20,920.00	\$ 58,200.00
FIRE DEPARTMENT					
	\$ 2,500.00	\$ 8,790.92	\$ 11,290.92	\$ -	\$ 11,290.92
Hose Replacement Program	\$ 5,000.00	\$ 712.00	\$ 5,712.00	\$ -	\$ 5,712.00
Equipment Replacement Fund	\$ 50,000.00	\$ 102,955.69	\$ 152,955.69	\$ -	\$ 152,955.69
Toughbook Replacement for EMS	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00
Replace Truck #563	\$ -	\$ -	\$ -	\$ -	\$ -
Pager Replacement	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
Turnout Gear	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Station Exhaust Modification	\$ 16,000.00	\$ -	\$ 16,000.00	\$ -	\$ 16,000.00
	\$ 92,500.00	\$ 112,458.61	\$ 204,958.61	\$ -	\$ 204,958.61
PUBLIC WORKS DEPARTMENT					
	\$ 20,000.00	\$ 50,118.35	\$ 70,118.35	\$ -	\$ 70,118.35
Front End Loader Tires	\$ -	\$ 7,800.00	\$ 7,800.00	\$ 6,250.00	\$ 1,550.00
Emerald Ash Borer Program	\$ 9,000.00	\$ 1,770.00	\$ 10,770.00	\$ -	\$ 10,770.00
Utility Trailer	\$ 5,800.00	\$ -	\$ 5,800.00	\$ -	\$ 5,800.00
Downtown Wayfinding Signs	\$ -	\$ -	\$ -	\$ -	\$ -
Brush Chipper	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00
Pressure Washer	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
Radio Replacement	\$ 6,500.00	\$ 6,500.00	\$ 13,000.00	\$ -	\$ 13,000.00
Sidewalk Replacement	\$ -	\$ 8,000.00	\$ 8,000.00	\$ -	\$ 8,000.00
Public Works Bldg Improvement-Architectural	\$ 81,863.00	\$ -	\$ 81,863.00	\$ -	\$ 81,863.00
	\$ 161,163.00	\$ 74,188.35	\$ 235,351.35	\$ 6,250.00	\$ 229,101.35
DPW PARK DEPARTMENT					
	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00
Annual Pigeon Creek Maintenance	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ -	\$ 10,000.00
Annual Fishladder Maintenance	\$ 1,000.00	\$ 758.35	\$ 1,758.35	\$ -	\$ 1,758.35
Tennis Court Light Replacement	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
Geese Control	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 34,000.00	\$ 5,758.35	\$ 39,758.35	\$ -	\$ 39,758.35
UNCLASSIFIED IMPROVEMENT FUND					
	\$ -	\$ -	\$ -	\$ -	\$ -
Water Main on Main Street	\$ 5,840.00	\$ -	\$ 5,840.00	\$ -	\$ 5,840.00
Assessment Revaluation	\$ -	\$ -	\$ -	\$ -	\$ -
Entryway Feature	\$ -	\$ -	\$ -	\$ -	\$ -
Old Village Hall Upper Floor Study	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00
Downtown Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
Profile & Concrete Replace. Main Street	\$ -	\$ 177,928.58	\$ 177,928.58	\$ 19.98	\$ 177,908.60
Camera Upgrade Park/Police/DPW	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00
Remediation DPW Yard	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Thiensville Business Association Event	\$ -	\$ -	\$ -	\$ -	\$ -
Molyneux Park/Sign/Landscaping	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00
Village Park Improvement Plan	\$ 100,000.00	\$ 34,181.49	\$ 134,181.49	\$ 7,849.24	\$ 126,332.25
Buntrock Lot Improve. & Trail Shade Structure	\$ -	\$ -	\$ -	\$ -	\$ -
Freistadt Road/Pedestrian Path	\$ 270,000.00	\$ -	\$ 270,000.00	\$ -	\$ 270,000.00
Spring Street Connection to Bike Path	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00
Madero/Riverview to Freistadt Ditching	\$ 134,000.00	\$ -	\$ 134,000.00	\$ -	\$ 134,000.00
Storm Sewer Improvement Madero/Riverview/Lui	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00
Sunny/Storm Sewer Replacement	\$ -	\$ -	\$ -	\$ -	\$ -
TBA Event	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY	\$ 43,961.00	\$ -	\$ 43,961.00	\$ -	\$ 43,961.00
	\$ 708,801.00	\$ 212,110.07	\$ 920,911.07	\$ 7,869.22	\$ 913,041.85
TOTALS	\$ 1,064,584.00	\$ 434,015.38	\$ 1,498,599.38	\$ 40,235.47	\$ 1,458,363.91

**Village of Thiensville Grant Agreement
Assistance to the Thiensville Business Association
For Development of an Executive Director Position**

Grantor: Village of Thiensville, a Wisconsin Municipal Corporation ("VOT")

Grantee: Thiensville Business Association Inc., a Wisconsin Non-Stock Corporation ("TBA")

Grant Amount: 2017 - \$20,000.00*

2018 - \$15,000.00*

* Subject to the provisions of the Agreement below

This Agreement is executed by and between the above Grantor and Grantee.

WITNESSETH:

WHEREAS, Grantee is seeking to develop an Executive Director position for the Thiensville Business Association and has asked for a Grant from the VOT for funding assistance for the first 2 years; and

WHEREAS, to assist Grantee with a portion of the costs associated with the Executive Director position, Grantor is willing to contribute funds towards such a position under the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of such grant the parties do agree as follows:

1. Grantor shall contribute the Grant Amounts in quarter-annual installments upon the following conditions.
 - i. VOT Staff (Village Administrator, Assistant Village Administrator and Director of Public Works) shall review TBA financial information, including, but not limited to financial records, tax records, audit reports, fundraising reports, business contact reports and any other records it requests that are substantially related to measuring an Executive Director's performance. Such review shall occur prior to any quarter-annual distribution of grant funds. The VOT reserves the right to deny or suspend issuance of grant moneys for any reason related to concerns raised by VOT Staff. A key measurable will be whether there has been an incremental increase in fundraising effort and/or fundraising success as well as other responsibilities outlined in Article 3 below. VOT Staff shall make the quarterly determination after review of the TBA financial information. TBA may appeal any staff determination to the VOT Committee of the Whole.
 - ii. Grantee shall be contributing and responsible for at least 25% of the Executive Director's total compensation in 2017, _____% and in 2018, _____%.
2. Such funds contributed by the Grantor shall be deemed a grant to Grantee and shall not be considered direct compensation in any manner to the individual serving in the Executive Director function.
3. The Executive Director Position shall have the following responsibilities in its job description:
 - i. **Fundraise and Secure Sponsorships to Sustain the TBA**
 - a. Implement, create and secure sponsorship opportunities to sustain the TBA and the Executive Director Position
 - b. Make contacts and forge relationships with Thiensville businesses
 - c. Implement and or sustain an annual dues program among member businesses
 - ii. **Attract and Retain Businesses in Thiensville**
 - a. Create a persuasive marketing package to be given out to prospective businesses wanting to move to Thiensville
 - b. Create a welcome packet for new business moving to the Village which will provide guidance on municipal ordinances (including the sign code), provide contact information and answers to frequently asked questions.
 - iii. **Create Community Newsletter/Calendar of Events, Web Development**
 - a. Working with the VOT by providing articles for newsletter
 - b. Partnering with VOT in developing multiple delivery systems, including email, print and web.
 - c. Establish direct point of contact for TBA web development
 - d. Create calendar of events for the community

- iv. **Manage/Promote/Advance the Thiensville Village Market ("TVM")**
 - a. Recruit, organize and manage vendors for yearly season
 - b. Market TVM to potential customers through traditional media, social media and other media
 - c. Organize vendor layout
 - d. Send out annual applications
 - e. Create marketing promotional materials
 - f. Manage day-to-day activities and events at TVM

- v. **Represent the TBA at Fun Before the 4th ("FF")**
 - a. Interface with FF Board, attend all scheduled meetings
 - b. Assist in organizing parade activities

- vi. **Organize and Promote other Village Events**
 - a. Organize and promoted events such as Bike Safety Day, Screen on the Green, Rummage Sale, Business Trick-or-Treat, Annual Tree Lighting, Music in the Park, etc.
 - b. Create new events for the Village of Thiensville, including but not limited to Taste of Mequon-Thiensville, Taste of OZ, Bacon Fest, etc.

- vii. **Participate in Local and County Civic Organizations**
 - a. OCTC for Thiensville
 - b. T-M Rotary
 - c. Mequon-Thiensville Chamber of Commerce (including membership)
 - d. Represent TBA with other Village associations for their events, such as Lions Club, TFD, etc.
 - e. Create synergy between neighboring community associations to achieve collective success for festivals and events

4. If any provision herein shall be deemed to create an employer/employee or contract/contractor relationship between the VOT and any individual related to the TBA, such provision shall be deemed null and void.

IN WITNESS WHEREOF, approved by the Village Board on _____ and the parties have hereunto set their hands and seals this _____ day of _____, 2017.

Village of Thiensville

 Van Mobley, Village President

Attest: _____
 Amy Langlois, Village Clerk

Thiensville Business Association, Inc.

By: _____
 Its: _____

Memorandum

To: Thiensville Village Board

From: Andy LaFond, Director of Public Works

RE: Proposed Changes to No Dogs Allowed in Parks Ordinance

Date: 2/28/2013

Below are the current Village ordinance and a proposed ordinance by Staff. If there is a change to allow dogs in Village parks my recommendation would be to purchase 9 dog waste stations. Six for village park, one for the Rotary River walk, one for Molyneux park, and one for the Crescent lane detention basin. The cost would be \$3,375 for the dog waste stations

Current:

Sec. 10-32. - Presence in village park.

No dog or cat shall be allowed in the village parks.

Proposed:

A. Dogs used by a disabled person to assist him/her in his/her activities and any police canine performing a law enforcement function are allowed in Village parks.

B. All other dogs are allowed in Village parks with the following restrictions:

(1) Dogs are allowed in parks if they are on a leash, no longer than six feet in length, at all times and held by a person of sufficient size and strength to restrain the dog.

(2) Dogs are restricted to pathways and grassy areas on the perimeter of the parks and are not allowed in playground areas, tennis courts, park buildings, and softball/baseball fields.

Memorandum

(3) Dogs will only be allowed in parks during regular park hours, and they will not be allowed during special events. Special events include:

(a) Sports tournaments.

(b) Lions Fest.

(c) Family Fun Before The Fourth

(d) Other special events as determined by the Village Board of Trustees.

(4) Dog owners must maintain effective verbal control of their dogs. Dogs that show aggression toward people or other dogs must be removed immediately. The owner is personally liable for any damages or injury the dog inflicts or receives.

(5) Owners must clean up after their dog.

(6) Dogs must wear a collar with identification at all times, be licensed and vaccinated, healthy (have no contagious conditions or diseases), and be parasite free.

(7) The number of dogs per person is limited to three.

(8) Dogs in heat shall not be allowed in the park.

(9) Dogs shall not chase or disturb wildlife.

C. Any person violating any provisions of this Code shall be subject to a violation, and upon the conviction of any such violation, such person shall be subject to a penalty as provided in _____ of this Code.



THIENSVILLE FIRE DEPARTMENT

250 Elm Street
Thiensville, Wisconsin 53092
262.242.3393

breiels@village.thiensville.wi.us

To: Dianne Robertson
From: Brian Reiels *BJR*
Re: Promotional Recommendation
Date: February 24, 2017

As you know, Lt. Deutsch replaced Capt. Elisabeth Handgraaf as EMS Director upon her departure last fall. Assistant Chief Barrett and I have used the past months as an evaluative tool to see if Lt. Deutsch is fully prepared to permanently assume the Captain's role. We are confident that Lt. Deutsch is up to the challenge and he has done an excellent job in directing the daily operations of our Emergency Medical Service.

Based on our trial period, it is our pleasure to recommend that Lt. Deutsch be promoted to the rank of Captain. We would greatly appreciate the Village Board's thoughtful consideration of our recommendation.