

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, February 15, 2016

**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
Administrator:	Dianne Robertson	
Attorney:	Robert Feind (excused)	
Staff:	Police Chief Scott Nicholson	
	Director of Public Works Andy LaFond	
	Assistant Administrator Colleen Landisch-Hansen	
	Clerk Amy Langlois	

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. January 18, 2016

V. DEPARTMENT REPORTS (Receipt)

- A. Department Reports (Receipt)**
1. Fire Department
 - a. January Fire, 2016
 2. Police Department
 - a. January Police, 2016
 3. Public Works Department
 - a. January DPW, 2016 (available Monday)

VI. COMMITTEE REPORTS

VII. REPORTS AND COMMUNICATIONS

- A. **Historic Preservation Commission**
 - 1. January 13, 2016
- B. **Plan Commission**
 - 1. December 8, 2015
- C. **Thiensville Business Renaissance Committee**
 - 1. July 27, 2015
- D. **Mequon/Thiensville Bike Pedestrian Commission**
 - 1. October 2, 2015 (not available)
 - 2. December 4, 2015 (not available)
- E. **River Advisory Committee**
 - 1. June 4, 2015 (not available)
 - 2. July 27, 2015 (not available)
- F. **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. January 18, 2016 through February 12, 2016

MOTION by Trustee Heinritz, **SECONDED** by Trustee Holyoke to approve the Accounts Payable from January 18, 2016 through February 12, 2016 in the amount of \$809,655.97. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. January, 2016

The Financial Report was received.

IX. PRESIDENT'S REPORT

No report.

X. ADMINISTRATOR'S REPORT

- A. **Department Reports**
 - 1. Administrator's Report

Administrator Robertson shared that the appeal for the Laurelwood Condominium Association has been dismissed.

The Chamber State of the Community Luncheon will be held on Wednesday, March, 2, 2016 from 11:45 AM to 1:30 PM at The River Club of Mequon.

The annual audit is under way.

The Spring Primary Election will be held tomorrow, February 16, 2016. Polls are open 7:00 AM to 8:00 PM.

2. Building Inspection Department (Receipt)
 - a. January, 2016 Report

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Report.

XII. COMMITTEE REPORTS

- A. Review and approval of Resolution No. 2016-02 A Resolution Writing-Off Delinquent Personal Property Taxes

Administrator Robertson reported there is \$500 budgeted for this line item.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve Resolution No. 2016-02 A Resolution Writing-Off Delinquent Personal Property Taxes. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Resolution No. 2016-03 A Resolution Adopting the 2016 Sewer Utility Budget

This is a flat budget for Village purposes. There was an increase in MMSD charges; MMSD charges equate to two-thirds of the budget so the result of this proposal equates to an increase of \$1 per quarter for the residents and depending on what type of business is charged, there will be a slight increase overall there as well.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve Resolution No. 2016-03 A Resolution Adopting the 2016 Sewer Utility Budget. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and approval of Resolution No. 2016-04 A Resolution to Authorize the Loan From the Village of Thiensville Sewer Utility to the Village of Thiensville Capital Projects Fund

Administrator Robertson reported that the Capital Projects Fund will have a deficit but it is unknown as to what extent at this point. Currently, there is no analysis of the special assessments available. Right now, the deficit is \$400,000 but revenue will be booked soon for some of the special assessments being paid by the property owners. That number will be available shortly.

This loan does not erase the deficit in the Capital Projects Fund, it just allows a loan from the Sewer Utility temporarily so that Main Street can be completed as planned. Administrator Robertson suggested that the term for this loan be 10 years, to coincide with the special assessment term and the interest charged could be 3% or even 0%. If more property owners pay their special assessments up front, this loan will be eliminated first.

Trustee Treffert inquired as to the balance of the Sewer Utility Reserves. Administrator Robertson shared that the balance is \$1,320,178. The cost of Phase I of the Interceptor Project is about \$340,000. Director of Public Works Andy LaFond shared that it covers all of the major areas.

There is a study under way regarding the Lift Station, and the outcome of that could be to upgrade all of the pumps with new technology. The cost to replace a pump is approximately \$50,000 to \$60,000; there are three pumps. The current pumps are about 30 years old.

Trustee Treffert has concerns about borrowing from the Sewer Utility Fund. There is \$1.3 million in the Fund currently and another \$245,000 in the Equipment Replacement Fund.

In regards to the wording of Resolution 2016-04, "BE IT FURTHER RESOLVED that this loan may be closed at a time acceptable to the Village Administrator," Trustee Treffert would rather have the Administrator suggest to the Board for approval for the loan to be paid off.

Trustee Treffert also suggested that if it were determined that the Sewer Utility Fund needed money that this loan would be paid first. Assistant Administrator Colleen Landisch-Hansen reported that if these special assessments are paid off ahead of schedule, this loan would be paid down as they are received.

The Sewer Utility has approximately \$1.5 million in available cash and it is anticipated that there could be up to \$500,000 required for the sewer interceptor and \$180,000 for the pumps at the Lift Station which leaves about \$800,000 in the Sewer Utility Reserves.

Trustee Treffert feels strongly that the Sewer Fund is vital and should be preserved.

Trustee Holyoke suggested charging a 1% interest rate to prevent the Sewer Utility Fund from losing any money over time. President Mobley believes not charging at a higher rate than the Village can borrow and suggested 0%.

MOTION by Trustee Lange, **SECONDED** by Trustee Heinritz to approve Charging 0% Interest Rate.

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

Nays: Trustee Treffert

MOTION CARRIED.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution No. 2016-04 A Resolution to Authorize the Loan From the Village of Thiensville Sewer Utility to the Village of Thiensville Capital Projects Fund as Amended by Trustee Treffert with 0% Interest Charged. **MOTION CARRIED UNANIMOUSLY.**

D. Discussion regarding Board Compensation in Comparison to Area Communities
(Trustee Treffert)

Trustee Treffert explained that it has been close to 20 years since the Board compensation has been adjusted. Currently, the Village of Thiensville compensation for the President is \$3,600 and each Trustee is paid \$1,800 annually.

Trustee Treffert feels that the Trustees receive adequate compensation and believes that amount of time that is required by the President, which includes monthly meetings, Board of Review and chairing any other Committees, as well as recruiting members for Committees, warrants an increase in pay. President Van Mobley has set the bar very high.

Administrator Robertson shared that when a new wage scale is adopted, it does not go into effect until the beginning of a new term.

President Mobley shared that if there was an increase given to the President, that the Trustees should also be given an increase as well. In comparison, the Village is right in line with other municipalities.

It was determined not to increase the Board's salaries at this time.

E. Review and approval to Provide a \$1,000 Grant for the Winner of a Business Plan Contest (Trustee Lange)

Trustee Lange presented the Board with the possibility of awarding a \$1,000 grant to a student of Concordia for winning a business plan contest. Wisconsin ranks quite low as far as business start-ups. Last year Wisconsin ranked 50th and this year ranks 45th as far as start-ups.

Trustee Lange now has an office at the Thiensville Professional Building and is offering to share the office with Concordia students for their business. Trustee Lange presented the idea of having some of the students create a business plan and enter into a contest with the award being a \$1,000 grant to be used for their business EIN number, tax ID number, a website, Google domain, etc. that would help them get started.

On Thursday evening at Concordia there is a business plan program with 45 participants signed up at the moment. Trustee Lange would like Thiensville to be viewed as a great place to start a business.

Trustee Holyoke inquired as to what is to keep these start-up businesses from leaving Thiensville and does not feel that this is the best way to spend Village funds.

Trustee Lange suggested that the Village Board choose the winner after a presentation by the students. These plans are for real, legitimate businesses; this is not for a school project.

Trustee Beck suggested revisiting this at the Committee of the Whole meeting in March in order to give this some more thought.

Trustee Lange also suggested working with the TBA on this project and will work up some criteria for possible grant applications.

It was decided to table this for the evening. No action taken.

F. Review and approval of Certificate of Recognition for Attaining the Rank of Eagle Scout, Matthew Heilmann, Boy Scout Troop #852

Matthew Heilmann revitalized the historic wooden road sign and the surrounding landscaping at Homestead High School in Mequon.

MOTION by Trustee Beck, **SECONDED** by Trustee Kucharski to approve the Certificate of Recognition for Attaining the Rank of Eagle Scout, Matthew Heilmann, Boy Scout Troop #852. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2016-05
NEXT ORDINANCE NUMBER:	2011-01

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

Trustee Holyoke inquired about Lumen Christi and suggested keeping the old historic church as a chapel. President Mobley shared that a meeting was held with Administrator Robertson, Fr. Dan Sanders and himself. Zoning and many other ideas were shared that included saving the church. Trustee Heinritz informed the Board that the current church is a historic site and has certain protections but that is the only part of the complex that is historic; the rest of the building would not be considered historic. During the meeting, Fr. Sanders explained that when a church closes, it needs to be de-sacralized and this needs to be approved by Rome.

President Mobley reported that he and Administrator Robertson attended a listening session held by Governor Scott Walker.

XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE JANUARY 18, 2016 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. \$500 to the Thiensville Fire Department from the Junior Woman's Club of Mequon-Thiensville
- D.** Dialog with Mequon regarding water utility service
- E.** Review next month's meeting date schedule

MOTION by Trustee Heinritz, **SECONDED** by Trustee Holyoke to accept the gift of \$500 to the Thiensville Fire Department from the Junior Woman's Club of Mequon-Thiensville with gratitude. **MOTION CARRIED UNANIMOUSLY.**

XVII. ADJOURNMENT

MOTION by Trustee Treffert, **SECONDED** by Trustee Lange to adjourn the meeting at 7:14PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator