

**VILLAGE OF THIENSVILLE  
BOARD OF TRUSTEES  
MINUTES**

**DATE: Monday, February 20, 2017**

**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 (excused) |
|                | Ronald Heinritz                                 | David Lange                 |
|                | Rob Holyoke                                     | Elmer Prenzlou              |
| Administrator: | Dianne Robertson                                |                             |
| Attorney:      | Robert Feind                                    |                             |
| Staff:         | Police Chief Scott Nicholson                    |                             |
|                | Assistant Administrator Colleen Landisch-Hansen |                             |
|                | Clerk Amy Langlois                              |                             |

**III. PLEDGE OF ALLEGIANCE**

President Mobley led the recitation of the Pledge of Allegiance.

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| <b>CONSENT AGENDA</b> |
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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 16, 2017

**V. DEPARTMENT REPORTS (Receipt)**

- A. Department Reports (Receipt)
  - 1. Fire Department
    - a. January Fire, 2017
  - 2. Police Department
    - a. January Police, 2017
  - 3. Public Works Department
    - a. January DPW, 2017

**VI. COMMITTEE REPORTS**

- A. Committee of the Whole
  - 1. February 6, 2017

**VII. REPORTS AND COMMUNICATIONS**

- A. **Historic Preservation Commission**
  - 1. January 11, 2017
- B. **Plan Commission**
  - 1. November 15, 2016
- C. **Mequon/Thiensville Bike Pedestrian Commission**
  - 1. December 2, 2016
- D. **River Advisory Committee**
  - 1. September 8, 2016
  - 2. October 27, 2016
  - 3. February 16, 2017 (not available)
- E. **Capital Expenditures**

**MOTION** by Trustee Beck, **SECONDED** by Trustee Holyoke to approve the Consent Agenda. **MOTION CARRIED UNANIMOUSLY.**

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| <b>BUSINESS AGENDA</b> |
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**VIII. FINANCIAL REPORTS AND ACCOUNTS PAYABLE**

- A. **Accounts Payable for All Funds**
  - 1. **Accounts Payable**
    - a. January 16, 2017 through February 17, 2017

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Holyoke to approve the Accounts Payable for January 16, 2017 through February 17, 2017 in the amount of \$1,336,833.97. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
  - a. January, 2017 (not available)

**IX. PRESIDENT'S REPORT**

- A. **Appointments**
  - 1. **Fire Department Member**
    - a. Police Officer Glenn Janzer
    - b. Police Officer Kaye Redeker

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to approve the Appointment of Police Officer Glenn Janzer and Police Officer Kaye Redeker as Fire Department Members. **MOTION CARRIED UNANIMOUSLY.**

**X. ADMINISTRATOR'S REPORT**

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

**Board of Trustees Minutes  
February 20, 2017  
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Administrator Robertson shared that the 2017 Spring Primary will be held on Tuesday, February 21, 2017 for Superintendent of Public Instruction.

The audit was completed on Friday, February 17, 2017. Village Auditor John Knepel may be presenting the audit reports at the April 17, 2017 Board Meeting. All went well. As a result of the audit, Mr. Knepel reported that the TIF District has outperformed itself the last two years so the closure of the TIF will be one year earlier than anticipated. Next year's budget year will include approximately \$332,849 of remaining TIF revenue. In May, Administrator Robertson will inform the Department of Revenue that the TID Increment will still remain for the upcoming year. The increment will be calculated as if it were a full year. After the total remaining amount owed the General Fund, then the balance of the increment collected will be distributed to the other taxing bodies i.e. Ozaukee County, MTSD and MATC.

Administrator Robertson will be contacting the legislature regarding expenditure restraint for clarification. As the law is written now, when the residual is captured in the TIF that is allowed, there is a provision in the levy limit but not in the expenditure restraint. One year of expenditure restraint may need to be lost and then regained.

The TBA has presented a grant proposal request. This will be presented to the Board at the March Committee of the Whole meeting. The Village Attorney will draft a formal request. President Mobley asked the Board to share any thoughts with the Village Administrator.

The 4<sup>th</sup> Quarter Franchise Fees from AT&T in the amount of \$3,261.55 were received.

2. Building Inspection Department (Receipt)
  - a. January, 2017 Report

The Building Inspection report was received.

**XI. ATTORNEY'S REPORT**

No Attorney's Report.

**XII. COMMITTEE REPORTS**

- A. Review and approval to Use Remaining Funds from the Main Street Project to Complete Phase II of the Village Park Reimagined Project Less Any Donations

**MOTION** by Trustee Beck, **SECONDED** by Trustee Holyoke to approve the Use of Remaining Funds from the Main Street Project to Complete Phase II of the Village Park Reimagined Project Less Any Donations. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Resolution 2017-04 Requiring the Repair of an At-Grade Crossing on West Freistadt Road

**MOTION** by Trustee Prenzlou, **SECONDED** by Trustee Lange to approve Resolution 2017-04 Requiring the Repair of an At-Grade Crossing on West Freistadt Road. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and approval of Request for Concept Approval and Direction to Move Forward on Proposed Village Siren Relocation to Monopole for Both Verizon and Village Use at the Village Pump (Lift) Station

Trustee Heinritz inquired as to the location of the monopole. The proposed location is northwest of the lift station. This will not interfere with the lift station.

Attorney Feind stated that Verizon will build and maintain the monopole. If the Village were to need this moved for any reason in the future, this would be the responsibility of the Village. Village Planner Jon Censky will be asked to review this proposal as well as the Telecommunication & IT Oversight Committee.

Trustee Beck expressed that the Village should indicate in the final proposal that the Village has sole authority in determining who can lease space on the monopole.

The Village Yard Waste site was considered but deemed unsuitable due to lack of adequate signal coverage. Trustee Prenzlów stated that when this comes before the Telecommunication & IT Oversight Committee that coverage maps will be requested.

Attorney Feind and Director of Public Works LaFond will be working closely on this proposal.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Prenzlów to approve the Request for Concept Approval and Direction to Move Forward on Proposed Village Siren Relocation to Monopole for Both Verizon and Village Use at the Village Pump (Lift) Station. **MOTION CARRIED UNANIMOUSLY.**

- D. Review and approval of Resolution 2017-05 A Limited Term Conservation Easement

**MOTION** by Trustee Lange, **SECONDED** by Trustee Heinritz to approve Resolution 2017-05 A Limited Term Conservation Easement. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval to Begin the Process to Fill the Vacant Police Officer Position

Police Chief Nicholson shared with the Board that Officer Christensen has been out on Worker's Compensation and Family Leave. Officer Christensen's employment with the Village will terminate on February 28, 2017.

Chief Nicholson would like to be fully staffed by summer. This position has been allocated for and is budgeted for.

Administrator Robertson reported that this position will be funded by the vacancy savings and starting the employee with a lower salary.

**MOTION** by Trustee Lange, **SECONDED** by Trustee Holyoke to approve to Begin the Process to Fill the Vacant Police Officer Position. **MOTION CARRIED UNANIMOUSLY.**

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|-------------------------|---------|
| NEXT RESOLUTION NUMBER: | 2017-06 |
| NEXT ORDINANCE NUMBER:  | 2017-01 |

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**XIII. REPORTS AND COMMUNICATIONS**

**XIV. UNFINISHED BUSINESS**

**XV. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE JANUARY 16, 2017 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 Junior Woman's Club of Mequon-Thiensville
  - 2. \$1,000 to the Thiensville Rescue Squad from Carolyn Abraham

**MOTION** by Trustee Lange, **SECONDED** by Trustee Prenzlów to accept the gifts of \$500 to the Thiensville Fire Department from the Junior Woman's Club of Mequon-Thiensville and \$1,000 to the Thiensville Rescue Squad from Carolyn Abraham with much gratitude. **MOTION CARRIED UNANIMOUSLY.**

- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule
- F. Discussion regarding TBA Request for Grant to Support Community Development Director Position

The Village Attorney will draft a Grant Agreement for the Board's consideration for the Community Development Director position. This will be considered at the Committee of the Whole meeting on Monday, March 6, 2017 and then go before the Board on Monday, March 20, 2017.

President Mobley asked the Board to pass along any concerns or specifications they would like included in this Agreement to Administrator Robertson by Friday, February 24, 2017. Administrator Robertson will then pass these along to Attorney Schoonenberg.

**XVI. MOTION TO ADJOURN TO CLOSED SESSION**

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Beck to adjourn to Closed Session at 6:34 PM 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 development proposals and 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 personnel staffing.

- 1. Roll Call Vote

**Ayes:** Trustees Beck, Heinritz, Holyoke, Lange, Prenzlów and President Mobley.

**Naes:** None

**MOTION CARRIED.**

**MOTION TO RECONVENE IN OPEN SESSION**

1. Vote of Board to reconvene.

**MOTION** by Trustee Beck, **SECONDED** by Trustee Holyoke to reconvene in Open Session at 7:45 PM.  
**MOTION CARRIED UNANIMOUSLY.**

**XVII. ADJOURNMENT**

**MOTION** by Trustee Beck, **SECONDED** by Trustee Lange to adjourn the meeting at 7:46 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois  
Village Clerk

Approved by,



Dianne S. Robertson  
Administrator