

**VILLAGE OF THIENSVILLE  
BOARD OF TRUSTEES  
MINUTES**

**DATE:** Monday, April 20, 2020

**LOCATION:** 250 Elm Street  
Thiensville, WI

**TIME:** 6:00 PM

Join Zoom Meeting

<https://zoom.us/j/91741949357?pwd=SFVHOG55cEo0NUh6VzNGOE9jRUd0dz09>

Meeting ID: 917 4194 9357

Password: 501755

+1 312 626 6799 US

+1 253 215 8782 US

**I. CALL TO ORDER**

President Mobley called the meeting to order at 6:00 PM.

**II. ROLL CALL**

President:	Van Mobley	
Trustees:	Samuel Azinger	Rob Holyoke
	Kristina Eckert	Kenneth Kucharski
	Ronald Heinritz	David Lange
Administrator:	Colleen Landisch-Hansen	
Staff:	Police Chief Curt Kleppin	
	Director of Community Services/Public Works Andy LaFond	
	Village Clerk/Deputy Treasurer Amy Langlois	

**III. PLEDGE OF ALLEGIANCE**

Trustee Heinritz led the recitation of the Pledge of Allegiance.

**CONGRATULATIONS TO VILLAGE TRUSTEES – APRIL 7, 2020 ELECTION**

1. Jennifer L. Abraham
2. Rob Holyoke

<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. March 2, 2020

**V. DEPARTMENT REPORTS (Receipt)**

- A. Department Reports (Receipt)**
  - 1. Fire Department
    - a. N/A
  - 2. Police Department
    - a. February Police, 2020
    - b. March Police, 2020
  - 3. Public Works Department
    - a. March DPW, 2020 (available Monday)

**VI. COMMITTEE REPORTS**

- A. Committee of the Whole**
  - 1. April 6, 2020

**VII. REPORTS AND COMMUNICATIONS**

- A. Historic Preservation Commission**
  - 1. February 12, 2020
- B. Mequon-Thiensville Bike and Pedestrian Way Commission**
  - 1. February 6, 2020
  - 2. March 5, 2020 (not available)
- C. Milwaukee River Advisory Committee**
  - 1. January 15, 2020 (not available)
- D. Plan Commission**
  - 1. February 4, 2020
- E. Municipal Board of Canvassers**
  - 1. April 13, 2020
- F. Capital Expenditures**

Administrator Landisch-Hansen shared the following capital requests: 2020 Ford F150 lighting and equipment package in the amount of \$15,617.13 for the Police Department; thermal imaging camera in the amount of \$6,995.00 for the Fire Department; and Tempest battery fan in the amount of \$3,850.00 for the Fire Department. All items have been budgeted for.

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve the Consent Agenda. **MOTION CARRIED UNANIMOUSLY.**

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

- A. **Accounts Payable for All Funds**
  - 1. **Accounts Payable**
    - a. February 17, 2020 through April 17, 2020

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Lange to approve the Accounts Payable in the amount of \$1,293,717.42 for February 17, 2020 through April 17, 2020. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
  - a. January, 2020
  - b. February, 2020
  - c. March, 2020

The Financial Reports for January, February and March were received.

**IX. PRESIDENT'S REPORT**

- A. **Appointments**
  - 1. **Class A Liquor**  
Fantasy Flowers, Inc., Nancy Witte-Dycus, Agent, 106 East Freistadt Road
  - 2. **Class A Beer and Class A Liquor**  
Pigeon Creek Wine & Liquor, Scott Thomas Shully, Agent, 144 Green Bay Road  
Walgreen Co., Steven Jacob Jacomet, Agent, 278 North Main Street
  - 3. **Class B Beer and Class B Liquor**  
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 Heinritz to approve the following Appointments: Class A Liquor: Fantasy Flowers, Inc., Nancy Witte-Dycus, Agent, 106 East Freistadt Road; Class A Beer and Class A Liquor: Pigeon Creek Wine & Liquor, Scott Thomas Shully, Agent, 144 Green Bay Road, Walgreen Co., Steven Jacob Jacomet, Agent, 278 North Main Street; Class B Beer and Class B Liquor: Remington's River Inn, Robert John Ollman, Agent, 130 South Main Street, Shully Catering, Inc., Scott Thomas Shully, Agent, 146 Green Bay Road. **MOTION CARRIED UNANIMOUSLY.**

- 4. **Class B Beer and Class C Wine**  
glaze, llc, Kristina A. Eckert, Agent, 149 Green Bay Road  
Grace Lutheran Church, Richard Koch, Agent, 303 North Green Bay Road

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Heinritz to approve the following Appointments for Class B Beer and Class Wine: glaze, llc, Kristina A. Eckert, Agent, 149 Green Bay Road; and Grace Lutheran Church, Richard Koch, Agent, 303 North Green Bay Road. **MOTION CARRIED UNANIMOUSLY.**

- 5. **Temporary Class B Beer and Class B Wine**  
Community Fun Events, Family Fun Before the 4<sup>th</sup>, June 27, 2020  
Thiensville-Mequon Lions Club, Lionfest, June 11, 12, 13 and 14, 2020

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Eckert to approve the following Appointments for Temporary Class B Beer and Class B Wine: Community Fun Events, Family Fun Before the 4<sup>th</sup>, June 27, 2020; and Thiensville-Mequon Lions Club, Lionfest, June 11, 12, 13 and 14, 2020. **MOTION CARRIED UNANIMOUSLY.**

**B. Operator's Licenses – Renewal**

1. **cheel, llc**  
Barkha Limbu Daily, Jesse R. Daily, Drew Philip Kassner, Cheryl Marrie Raymond, Cindy J. Shaurette
2. **Remington's River Inn**  
Bruce Faye Anderson, Jenna Maywin-Robin Brunnuell, Cynthia Chase Check, Sarah Viola Lundberg, Amy Marie Ollman, Kristina Lee Specht
3. **Shully Catering, Inc.**  
Pamela Helen Johnson, Scott Steven Jones
4. **Walgreen Co.**  
Jennifer Kay Bandt, Vasileia Chatziandreou, David Brian Haberman

**MOTION** by Trustee Eckert, **SECONDED** by Trustee Heinritz to approve the following Operator's Licenses – Renewal: cheel, llc: Barkha Limbu Daily, Jesse R. Daily, Drew Philip Kassner, Cheryl Marrie Raymond, Cindy J. Shaurette; Remington's River Inn: Bruce Faye Anderson, Jenna Maywin-Robin Brunnuell, Cynthia Chase Check, Sarah Viola Lundberg, Amy Marie Ollman, Kristina Lee Specht; Shully Catering, Inc.: Pamela Helen Johnson, Scott Steven Jones; and Walgreen Co.: Jennifer Kay Bandt, Vasileia Chatziandreou, David Brian Haberman. **MOTION CARRIED UNANIMOUSLY.**

**C. Cigarette License**

1. Walgreens Co., 278 North Main Street

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Heinritz to approve the Cigarette License for Walgreens Co., 278 North Main Street. **MOTION CARRIED UNANIMOUSLY.**

**X. ADMINISTRATOR'S REPORT**

**A. Department Reports**

1. Administrator's Report

Administrator Landisch-Hansen shared the 2020 Spring Election and Presidential Preference results and congratulated Trustee Rob Holyoke on his re-election and Jennifer Abraham on being elected to her first term on the Village Board.

Administrator Landisch-Hansen also expressed her appreciation to Trustee Ron Heinritz for his years of service to the Village.

Open Book is scheduled for Tuesday, April 28, 2020 from 12:00 PM to 2:00 PM. This will be conducted virtually. Board of Review is scheduled for Wednesday, May 20, 2020 from 12:00 PM to 2:00 PM.

The Village Hall continues to be closed to the public and Village staff continue to report to work.

Incoming revenues total \$2,379.66 from TowerCo for the monthly cell tower revenue.

The Department of Public Works is conducting a food drive this week.

2. Building Inspection Department (Receipt)
  - a. March, 2020 Report

The Building Inspection Department report was received.

**XI. ATTORNEY'S REPORT**

No Attorney's report.

**XII. COMMITTEE REPORTS**

- A. Review and approval of Proclamation of Appreciation Honoring Village Trustee Ronald Heinritz for His Years of Service to the Village of Thiensville

A Proclamation honoring Trustee Ronald Heinritz was presented, and the Village Board members each thanked Trustee Heinritz for his year of dedication to the Village.

Trustee Heinritz expressed that it has been a great honor and privilege to work with the Village throughout his years on the Board.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve a Proclamation of Appreciation Honoring Village Trustee Ronald Heinritz for His Years of Service to the Village. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Request from Shully Catering, Inc., Beth Shully, 146 Green Bay Road, to Extend Noise Ordinance Until 12:00 AM for a Wedding, Saturday, August 15, 2020

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Lange to approve Request from Shully Catering, Inc., Beth Shully, 146 Green Bay Road, to Extend Noise Ordinance Until 12:00 AM for a Wedding, Saturday, August 15, 2020. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and approval of Ordinance No. 2020-02 Amending Section 74-107 Regarding Bicycles on Village Sidewalks

Trustee Heinritz expressed his support of this Ordinance.

Trustee Holyoke questioned if a biker on the sidewalk hits a car easing out from a parking lot, who is at fault. Trustee Azinger shared that the proposed Ordinance states that when operating a bicycle on a Village sidewalk that they must exercise due care in approaching pedestrians, intersections, driveways, and any other structure on or adjacent to the sidewalk.

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Azinger to approve Ordinance No. 2020-02 Amending Section 74-107 Regarding Bicycles on Village Sidewalks. **MOTION CARRIED UNANIMOUSLY.**

- D.** Review, discussion and approval of Resolution No. 2020-04 A Resolution to Waive Late Fees on Late Sewer Payments

Administrator Landisch-Hansen reported that the proposed Resolution was drafted to match the Order from Governor Evers stating that late fees are waived for the duration of the health emergency. The Village sewer utility is not a public utility and is not required to follow suit with this Order. It was recommended by Administrator Landisch-Hansen to amend the proposed Resolution to state waiving the late fees on the 2020 first quarter sewer payments and then to revisit if needed.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Resolution No. 2020-04 A Resolution to Waive Late Fees on 2020 First Quarter Sewer Bills. **MOTION CARRIED UNANIMOUSLY.**

- E.** Review and approval of Resolution 2020-02 Granting Appeal, Red's Novelty Ltd. Regarding Claim of Unlawful Personal Property Tax

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve Resolution 2020-02 Granting Appeal, Red's Novelty Ltd. Regarding Claim of Unlawful Personal Property Tax. **MOTION CARRIED UNANIMOUSLY.**

- F.** Review and approval of Resolution No. 2020-05 Approving Easement Agreement for Public Road Right-of-Way and Utilities, Thiensville Enterprises LLC, Parcels 12-050-06-22-007 and 12-050-06-22-009

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Heinritz to approve Resolution No. 2020-05 Approving Easement Agreement for Public Road Right-of-Way and Utilities, Thiensville Enterprises LLC, Parcels 12-050-06-22-007 and 12-050-06-22-009. **MOTION CARRIED UNANIMOUSLY.**

- G.** Review and approval of Proclamation in Honor of Arbor Day, Friday, April 24, 2020

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to approve Proclamation in Honor of Arbor Day, Friday, April 24, 2020. **MOTION CARRIED UNANIMOUSLY.**

- H.** Review and approval of Certificate of Recognition for Attaining Rank of Eagle Scout, Logan Serre, Boy Scout Troop #852

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Heinritz to approve Certificate of Recognition for Attaining Rank of Eagle Scout, Logan Serre, Boy Scout Troop #852. **MOTION CARRIED UNANIMOUSLY.**

- I.** Discussion regarding Long-Standing Policy Regarding Sunday Park Rentals

Administrator Landisch-Hansen questioned the Board about the long-standing policy of not allowing Park rentals on Sunday and suggested that this policy be lifted for the 2020 calendar year to allow the Park to be rented on Sundays due to the health emergency cancelling reservations earlier in the season.

Trustee Lange does not see any reason not to rent the Park on Sundays.

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Director LaFond stated that if there are events on Saturday and Sunday that the cleaning of the restrooms and emptying of garbage cans can be taken care of reasonably with summer help.

The Village Board agreed to allow Park rentals on Sundays for the year 2020 and then to re-evaluate this for the future.

**J. Review and approval of All-Hazard Emergency Operations Plan, Forward and Section 1**

Administrator Landisch-Hansen presented to the Board the All-Hazard Emergency Operations Plan. This document has been in existence for years, however, needed to be updated due to new FEMA requirements. Lieutenant Wucherer and Officer Janzer have been working on this update over the past year.

President Mobley believes it is very important to be able to call a meeting of the Emergency Management team. President Mobley also stated that the spending limits have not been stated previously. The Plan now states that the Administrator can issue \$50,000, and the Village President can approve another \$50,000 to spend in an emergency.

It was confirmed that this All-Hazard Emergency Operations Plan addresses any emergency in the Village, not the County. Trustee Kucharski inquired what the emergency funds that are issued by the Administrator and Village President are spent on and believes that this should be identified as money spent on "disaster relief to clean up or anything related to that emergency."

Trustee Azinger does not believe that this power would be abused and would rather not narrow the language on how to spend the funds. Trustee Eckert feels that those who have been appointed or elected are tasked with these decisions and does not feel the need to clarify how the funds are spent. Trustee Lange agreed. Trustee Holyoke suggested to state that "the Village President is authorized to spend up to \$100,000 pertaining to the disaster."

Police Chief Kleppin believes that this document does address these concerns because a declaration has to be declared and this money will be spent after a disaster proclamation has been made. In order to specify how the money is spent depends on the type of disaster that is being faced.

Administrator Landisch-Hansen stated that this Plan will be brought before the Board on an annual basis.

**MOTION** by Trustee Lange, **SECONDED** by Trustee Kucharski to approve All-Hazard Emergency Operations Plan, Forward and Section 1. **MOTION CARRIED UNANIMOUSLY.**

**K. Review, discussion and approval of Resolution No. 2020-03 A Resolution Establishing a Line of Succession of Officers in the Event of a Declaration of Emergency**

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Lange to approve Resolution No. 2020-03 A Resolution Establishing a Line of Succession of Officers in the Event of a Declaration of Emergency Annually to be President Van Mobley, in his absence to be Trustee Rob Holyoke and in his absence to be Trustee Kucharski. **MOTION CARRIED UNANIMOUSLY.**

L. Review and approval of:

**BOARD APPOINTMENTS:**

Board of Review

Van A. Mobley, One-Year Term  
David Lange, One-Year Term

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Azinger to approve the following Board Appointments for Board of Review: Van A. Mobley, One-Year Term and David Lange, One-Year Term. **MOTION CARRIED UNANIMOUSLY.**

Plan Commission

Van A. Mobley, One-Year Term  
Kenneth C. Kucharski, One-Year Term

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Eckert to approve the following Board Appointments for Plan Commission: Van A. Mobley, One-Year Term and Kenneth C. Kucharski, One-Year Term. **MOTION CARRIED UNANIMOUSLY.**

**CITIZEN APPOINTMENTS:**

Board of Review

Michael J. Dyer, 600 Bel Aire Dr., One-Year Term  
Edwin Ogden, 300 Crescent Ln., One-Year Term

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Heinritz to approve the following Citizen Appointments for Board of Review: Michael J. Dyer, 600 Bel Aire Dr., One-Year Term and Edwin Ogden, 300 Crescent Ln., One-Year Term. **MOTION CARRIED UNANIMOUSLY.**

Plan Commission

Sarah Hughes, 225 Riverview Dr., Three-Year Term  
Daniel Luedtke, 306 Heidel Rd., Three-Year Term

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Heinritz to approve the following Citizen Appointments for Plan Commission: Sarah Hughes, 225 Riverview Dr., Three-Year Term and Daniel Luedtke, 306 Heidel Rd., Three-Year Term. **MOTION CARRIED UNANIMOUSLY.**

Police Disciplinary Oversight  
Committee

Kevin Keller, 125 Grand Ave., Five-Year Term

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Heinritz to approve the following Citizen Appointment for Police Disciplinary Oversight Committee: Kevin Keller, 125 Grand Ave., Five-Year Term. **MOTION CARRIED UNANIMOUSLY.**

**STAFF APPOINTMENT:**

Board of Review

Colleen Landisch-Hansen, Administrator, Annually

**MOTION** by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve the following Staff Appointment to the Board of Review: Colleen Landisch-Hansen, Administrator, Annually. **MOTION CARRIED UNANIMOUSLY.**

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NEXT RESOLUTION NUMBER:	2020-06
NEXT ORDINANCE NUMBER:	2020-03

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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 MARCH 2, 2020 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:  
May 4, 2020 – Committee of the Whole at 6:00 PM  
May 18, 2020 – Board of Trustees at 6:00 PM  
Closed Session Discussion

XVI. ADJOURNMENT

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Heinritz to adjourn the meeting at 6:56 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois  
Village Clerk

Approved by,



Colleen Landisch-Hansen  
Administrator