

**VILLAGE OF THIENSVILLE
COMMITTEE OF THE WHOLE
MINUTES**

DATE: Monday, June 1, 2020

LOCATION: 250 Elm Street
Thiensville, WI

TIME: 6:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/89363070632?pwd=ZTdsQ2ZBTXZQQU9HSk14bG1yVke0QT09>

Meeting ID: 893 6307 0632

Password: 213884

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I. CALL TO ORDER

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

II. ROLL CALL

President:	Van Mobley	
Trustees:	Jennifer Abraham	Rob Holyoke
	Sam Azinger	Ken Kucharski
	Kristina Eckert	David Lange
Administrator:	Colleen Landisch-Hansen	
Staff:	Director of Community Services/Public Works	Andy LaFond
	Fire Chief Brian Reiels	
	Police Chief Curt Kleppin	
	Village Clerk/Deputy Treasurer	Amy Langlois

III. BUSINESS

A. Review Capital Expenditures List

There were no capital expenditure requests submitted.

B. Review and recommendation of Resolution 2020-07 to Engage the Services of the Wisconsin Policy Forum and Participate in a Joint Fire/EMS Study via Memorandum of Understanding

Administrator Landisch-Hansen shared that over the past several years many of the Ozaukee County communities (mostly southern Ozaukee County) have been meeting off and on to discuss the ongoing concerns and some possible shared opportunities for local fire and EMS departments. Some of the concerns include ongoing staffing shortages and significant capital expenditures (fire trucks, ambulances, rescue equipment, etc.) to maintain the quality of service provided to residents.

Seven area Administrators (City of Cedarburg, City of Mequon, City of Port Washington, Town of Cedarburg and Village of Grafton, Village of Saukville and the Village of Thiensville) have held meetings with the Wisconsin Policy Forum (WPF) to possibly conduct a study to see what opportunities there are to share services.

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The methodology to be utilized by the WPF will include a collection of data from each of the participating departments, including operating budget, capital budgets, service call history and personnel related data, staffing levels and employee policies. They will analyze and synthesize the data and formulate a series of service sharing or consolidation options that consider potential fiscal and operational impacts and logistics as well as possibilities for governance and cost sharing. The final report will identify potential next steps and suggested paths for implementation and will be shared publicly upon the advice and consent of the affected municipalities.

The Village of Fredonia will hold a meeting on June 4, 2020 to consider participating in this study.

The cost for the study is \$22,000. The Village has reserve funds of \$20,000 for a study. With a combined study, this is a large cost savings bringing the Village's cost down to \$3,143; if Fredonia joins in, the cost would be \$2,750. Administrator Landisch-Hansen's recommendation would be to move forward with this study. The cost of the study was divided equally among all the municipalities involved.

Fire Chief Brian Reiels stated that he and his colleagues have been discussing this for years and believes that everyone is of the same mindset that there is a real issue that needs to be addressed. The Fire Department is always recruiting trying to keep membership at an adequate level. Chief Reiels supports moving forward with the study.

Once all the interested municipalities have approved moving forward with the study, WPF will begin the study with the final report submitted by the end of the year.

Trustee Abraham is in favor of the study and does recognize that the Fire Department is an important part of the Village's identity. Trustee Abraham is concerned that the Village's Fire Department will have to give up control and that management and administration could actually cost more. Trustee Abraham believes that the Board must carefully understand the short and long term impact to the Village. It is understood that the staffing is a challenge, however, if the Village depends on resources from other communities on a regular basis, we risk response time issues. Given the physical size of the Village, this issue is unique to Thiensville and would most likely not be a concern to the other municipalities. Trustee Abraham suggested evaluating recruitment and the budgeting for recruitment. If the shared department were to move forward, Trustee Abraham would like to recommend that all municipalities in Ozaukee County participate, for Thiensville to serve as headquarters of this regional department and suggested conducting a study to improve the quality and quantity of applicants.

Trustee Abraham also suggested a simultaneous study of how the Village can create an environment to improve the quality and quantity of applicants and recruits.

Trustee Holyoke supports the study, however, suggested that each municipality retain their own Fire Department and combine the EMS services.

Administrator Landisch-Hansen indicated that these are all items that will be covered in the study. The result may not be a recommendation to consolidate, it may be to share services and/or equipment and may be the entire County or only include some of the municipalities. All these options will be looked at to see what makes the most sense. The Village will then take this information and decide what makes the most sense.

Chief Reiels stated that the perception that it is easier to get firefighters may have been true in the past but does not believe that this is accurate today. Chief Reiels has noticed over the years that people do not want to give as much of their time.

Trustee Azinger suggested two primary considerations 1) can the services be provided and 2) can this save the Village money by consolidating.

President Mobley stated that this study will give municipalities more information to make a more informed decision moving forward and likes Trustee Abraham's suggestion of making Thiensville the headquarters. President Mobley's preference is to have an independent autonomous Village of Thiensville Fire Department.

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Chief Reiels emphasized that there is really no cheap option whether staying autonomous or joining a consortium of some sort. Administrator Landisch-Hansen agreed, consolidating does not necessarily mean less dollars, and this is something that will need to be reviewed once the results come back.

MOTION by Trustee Azinger, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve Resolution 2020-07 a Resolution to Engage the Services of the Wisconsin Policy Forum and Participate in a Joint Fire/EMS Study via Memorandum of Understanding. **MOTION CARRIED UNANIMOUSLY.**

C. Review and recommendation regarding Ordinance No. 2020-04 An Ordinance Repealing and Replacing Section 30-1 Regarding Noise and Outdoor Noise

Director of Community Services/Public Works Andy LaFond shared that this amendment to the noise ordinance was presented to the Plan Commission for comments and was then before the Board in May. The Village Attorney has incorporated these comments in the proposed Ordinance. To be discussed are the end time hours between Memorial Day and Labor Day whether that be 10:30 PM or 11:00 PM; the Ordinance is drafted currently with 11:00 PM. Suburban Harley is looking at having outdoor movie nights which could potentially go until 11:00 PM.

Trustee Kucharski likes the way the Ordinance is written and also believes there should be a decibel limit of 70-75; 85 is too high. The decibel level of 85-90 equates to Lionfest. Area communities have a decibel limit in the 60's in their business district. The Village will also have to be willing to invest in a sound level meter which should be up to the Police Department to decide on what type is appropriate. There are specific meters that are made for law enforcement.

Trustee Azinger believes the Ordinance is reasonable, likes the 11:00 PM end time and stated that decibels are tough to measure and questioned enforcement. Trustee Azinger suggested using 85 decibels allowing the Police Department to use discretion.

Trustee Lange agrees with Trustee Kucharski that a decibel meter is needed and supports the 11:00 PM end time.

Trustee Abraham is in support of the proposed Ordinance.

Trustee Eckert is okay with 85 decibels and suggested that the Police Department issue warnings as enforcement. Trustee Holyoke agrees and stated that this could be revisited if problems occur.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Azinger to recommend to the Village Board to approve Ordinance No. 2020-04 An Ordinance Repealing and Replacing Section 30-1 Regarding Noise and Outdoor Noise with an 85 Decibel Limit and End Time of 11:00 PM on Fridays and Saturdays from Memorial Day through Labor Day. **MOTION CARRIED UNANIMOUSLY.**

D. Review and recommendation regarding Parking Lot Lease Between the Village of Thiensville, Greg Mueller Upholstery and Michael Koepke, 121 South Main Street, Lease to Expire on September 21, 2020

Administrator Landisch-Hansen indicated that any changes to the parking lot lease would need to be made 60 days prior to August 17, 2020. Currently, the lease is year-to-year.

The lease can be amended to remove Michael Koepke. Trustee Holyoke supports reverting the lease to only include Mr. Mueller.

Mr. Mueller is requesting a 5-year lease extension instead of year-to-year and to remove Mr. Koepke from the lease. President Mobley supports a year-to-year lease. Mr. Mueller questioned why a 5-year lease is not recommended and stated that he personally has \$8,000 invested in the parking lot. Initially, Mr. Mueller leased this lot from We Energies and has made improvements. The Village since has purchased this lot for access to the lumberyard.

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President Mobley reminded Mr. Mueller that the parking lot belongs to the Village. Mr. Mueller stated that he was told that the reason the Village wanted the lot was in case of redevelopment of the lumberyard and that if that happens, he would be happy to discuss.

Trustee Azinger believes it important for Mr. Mueller to have the parking he needs to operate his business and would support renewing the lease in 2 years. Trustee Holyoke supports a 5-year lease, however, would like a way to get out of it if needed. President Mobley suggested approving a one-year lease and supports removing Mr. Koepke.

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve Parking Lot Lease Between the Village of Thiensville and Greg Mueller Upholstery, 121 South Main Street, Lease to Expire on September 21, 2020 for the Period of One Year and to Remove Mr. Michael Koepke from the Lease. **MOTION CARRIED UNANIMOUSLY.**

E. Discussion regarding Village of Thiensville Dive Team and Recommendation to Donate Dive Truck (Chief Reiels)

Chief Reiels shared that the dive team has struggled with recruitment; it is a very low frequency, high risk operation. As of last week the dive team is only a team of two of which one member does not live in the Village. The Thiensville Fire Corporation purchased the vehicle and all the equipment. The investment in order to become certified is quite significant. Chief Reiels believes that he in good conscience cannot say that Thiensville has a dive team because we cannot even enter the water with the two people we have.

Chief Reiels would like to retain some of the equipment in case there is a sudden surge, but to keep a piece of capital equipment that needs to be maintained is fiscally irresponsible. The truck is a converted 1979 fire engine which has serviced the Village well.

Lasts week Chief Reiels was made aware that the Town of Vandebroek had a catastrophic fire at their fire station and are looking for an equipment truck. The estimated residual on the truck is between \$5,000-\$8,000, with \$8,000 being very generous. Chief Reiels questioned if the Board would like to donate the truck to the Town of Vandebroek. If Vandebroek is not interested, the truck could go to auction. Chief Reiels has reached out but has not heard back.

The City of Mequon, City of Cedarburg and City of Port Washington have an active dive team as well as the City of Milwaukee.

Specialty teams are very important and the difficult part of any one department trying to take this on alone is no one department in the County has enough volume to get adequate experience. Having the specialty teams under one roof would be beneficial according to Chief Reiels, and there is a great deal to be said for working collaboratively. The Fire/EMS study will look at this.

The dive truck is not essential to the Fire Department having a dive team. This truck has been fully depreciated off the books for many years.

Trustee Eckert applauds Chief Reiels for looking for a place to donate the dive truck.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve the Donation of Dive Truck to the Town of Vandebroek If Interested and If Not, To Then Sell at Auction. **MOTION CARRIED UNANIMOUSLY.**

F. Review and recommendation regarding Waiving Second Quarter Sewer Late Fees

Administrator Landisch-Hansen stated that first quarter sewer late fees were waived by Resolution 2020-04. Analyzing the collections for first quarter, it really did not have much of an effect on the Village cash flow. The residents who were going to make their sewer payment, made it. By not charging the late fees, the Village is out about \$1,700 in penalties. Second quarter billing is scheduled to be sent out in June which covers the majority of the period that businesses and residents may have been out of work.

Trustee Azinger questioned if late fees were being waived for those who normally would not pay anyhow. Administrator Landisch-Hansen indicated that there was not a lot of communication regarding waiving the penalty for first quarter. Trustee Eckert asked if this could be considered on a case-by-case basis. Administrator Landisch-Hansen shared that the utility billing software is all or nothing when applying penalties. Trustee Eckert supports not waiving the late fees and believes that there is help out there for businesses that need it. Trustee Kucharski shared that if a business gets any type of loan, all utilities must be paid.

The Board does not support waiving the late fees for second quarter sewer billing.

G. Review and recommendation regarding Safety Measures in Village Park (Trustee Holyoke)

Trustee Holyoke had inquired about hand-washing stations at Village Park. Administrator Landisch-Hansen shared that handwashing sinks are \$200 per month, \$40 for delivery per station and serviced once per week. There are none available at this time. The Village comfort station is cleaned more than once per week and are open. Another option was to rent hand-sanitation stations that could be placed throughout the Park. These are \$140 per month, \$40 for delivery and each bag of sanitizer is \$40. Each station holds 4 bags of sanitizer. Option three is that the DPW could make hand-sanitizing stations for about \$130 per unit and \$20 per bag of sanitizer.

There is stock in Wisconsin for hand sanitizer.

Trustee Eckert questioned if there was any issues with keeping hand sanitizer in the sun. Director LaFond shared that there is a dark colored dispenser that keeps away sun but not heat. The station plans are similar to that of a bird house with a roof.

Trustee Holyoke contacted the Washington Ozaukee County nurse regarding what should be done on playgrounds. The Village was one of the first County-wide to open their playground. The nurse suggested signage, social distancing, masks for parents and frequent hand-washing. Trustee Holyoke requested more signage.

Administrator Landisch-Hansen got a quote on signs. These are \$24 each. Trustee Eckert stated that it does not sound like a lot of money to buy signs, however, there is a very nice bathroom facility in the Park and does not believe we need signage.

Trustee Holyoke believes we need to do anything we can to keep our residents safe.

Trustee Abraham and Trustee Lange agree with Trustee Eckert.

Trustee Azinger feels as though the signs are not required and supports the hand-sanitizer stations as they act as a reminder and are convenient. Trustee Azinger agrees with Trustee Holyoke that the Board has a responsibility to keep residents safe.

Trustee Abraham suggested taking a look at the amount of hand-sanitizing stations needed due to the Park being used by the Village Market as well as where they will be located.

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Director LaFond shared that the Village Market already has a source and a donor and has a plan to put them every 20 booths or so. These will only be out on Tuesdays for Village Market.

Trustee Kucharski does not believe that signs are needed and does support the DPW making the hand-sanitizing stations and keeping them out through the end of the year.

Trustee Holyoke suggested placing the hand-sanitizing stations in the Park near the playground equipment.

The Board supports the DPW making two hand sanitizing stations and placing them in the Park.

H. Review and recommendation regarding Village Board Meeting Format (Trustee Holyoke)

Trustee Holyoke questioned what the future plans are for meeting noting the Library Board only meets through Zoom, and the County Board meets in a big room with everyone having their own table and everyone wears a mask. Trustee Holyoke prefers to be at Village Board meetings, however, stated that currently there is no social distancing or anyone wearing a mask. Trustee Holyoke stated that there are times it is difficult to hear on Zoom.

Trustee Lange is okay with the format the way it is and supports anyone that is not comfortable to meet by Zoom.

Director LaFond stated that the Board Room could be configured to allow for social distancing. The Fire Department Training Room is used by first responders so it is felt that it is safer to stay in the Board Room. Currently, the Board Room is kept set up with Zoom.

Chief Reiels stated that the Fire Department is resuming training which falls on Monday evenings so the Training Room would not be available for the Board meetings.

President Mobley supports meeting in person.

Trustee Kucharski questioned allowing those joining by phone to vote and how this was handled in the past. There were instances where the Board approved a Trustee to join by telephone in the past.

Village Staff will look into reconfiguring the Board Room to allow for social distancing to allow for Board members to feel safe at meetings. The Board will meet by Zoom on June 15, 2020 and look at a new configuration in July.

Trustee Azinger would like Zoom to be available for some time to allow for those not comfortable attending.

I. Review and recommendation regarding Appointing the following New Fire Department Members:

1. Aaron G. Sherman
2. Nicholas T. Headson

Chief Reiels would like to recommend Aaron G. Sherman and Nicholas T. Headson as new Fire Department Members.

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to recommend to the Village Board to Appoint Aaron G. Sherman and Nicholas T. Headson as New Fire Department Members. **MOTION CARRIED UNANIMOUSLY.**

- J. Review and recommendation regarding license approvals - Renew:
 - 1. **Class B Beer and Class B Liquor**
Falafel Guys, llc, Chrisy Stroli, Agent, 105 West Freistadt Road
 - 2. **Class B Beer and Class C Wine**
East Sun, Chun Siu Chang, Agent, 305 North Main Street
Shully's Cuisine & Events, Scott Thomas Shully, Agent, 143 Green Bay Road
Thiensville Fire Department, John Kukla, Agent, 250 Elm Street

MOTION by Trustee Kucharski, **SECONDED** by Trustee Lange to recommend to the Village Board to approve the following Licenses – Renew: Class B Beer and Class B Liquor: Falafel Guys, llc, Chrisy Stroli, Agent, 105 West Freistadt Road and Class B Beer and Class C Wine: East Sun, Chun Siu Chang, Agent, 305 North Main Street, Shully's Cuisine & Events, Scott Thomas Shully, Agent, 143 Green Bay Road and Thiensville Fire Department, John Kukla, Agent, 250 Elm Street. **MOTION CARRIED UNANIMOUSLY.**

- K. Review and recommendation regarding Operator's Licenses – Renew:
 - 1. **Falafel Guys**
Andrey Smeyan, Hannah Rose Stroli
 - 2. **Grace Lutheran Church**
William Carl Beyer, Steven Michael Mussatti
 - 3. **Shully Catering, Inc.**
Timothy Dorau, Melissa Beth Kerhin

MOTION by Trustee Kucharski, **SECONDED** by Trustee Abraham to recommend to the Village Board to approve the following Operator's Licenses – Renew: Falafel Guys: Andrey Smeyan, Hannah Rose Stroli; Grace Lutheran Church: William Carl Beyer, Steven Michael Mussatti; and Shully Catering, Inc.: Timothy Dorau, Melissa Beth Kerhin. **MOTION CARRIED UNANIMOUSLY.**

- 4. **Skippy's Burger Bar**
Samantha Rose Luedtke

MOTION by Trustee Azinger, **SECONDED** by Trustee Holyoke to recommend to the Village Board to approve the Operator's License – Renew for Skippy's Burger Bar: Samantha Rose Luedtke.

Ayes: Trustees Abraham, Azinger, Eckert, Holyoke, Lange and President Mobley
Naes: None
Abstain: Trustee Kucharski

MOTION CARRIED.

NEXT RESOLUTION NUMBER:	2020-08
NEXT ORDINANCE NUMBER:	2020-05

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 meeting date schedule
June 15, 2020 – Board of Trustees Meeting at 6:00 PM
July 20, 2020 – Combined COW and Board of Trustees Meeting at 6:00 PM

Trustee Lange shared that the Mequon-Thiensville Rotary will be putting up a sign for the Mequon-Thiensville Promenade that will go up by the development showing what the project will look like. Construction will begin in June.

Trustee Eckert stated that an ad hoc committee was formed to discuss the Food Truck Tour dates. The first scheduled Food Truck event is June 18, 2020 which, at this time, will move forward as scheduled.

VI. ADJOURNMENT

MOTION by Trustee Kucharski, **SECONDED** by Trustee Abraham to adjourn the meeting at 7:22 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Colleen Landisch-Hansen
Administrator