

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, August 20, 2018

**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:	Samuel Azinger	Kenneth Kucharski
	Ronald Heinritz	David Lange (excused)
	Rob Holyoke	Elmer Prenzlow
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 (excused)	

III. PLEDGE OF ALLEGIANCE

Trustee Heinritz 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. July 16, 2018

V. DEPARTMENT REPORTS (Receipt)

- A. **Department Reports (Receipt)**
 - 1. Fire Department
 - a. N/A
 - 2. Police Department
 - a. July Police, 2018
 - 3. Public Works Department
 - a. July DPW, 2018 (available Monday)

Police Chief Scott Nicholson shared with the Board his plans for retirement. Chief Nicholson plans to retire on January 3, 2019. Administrator Robertson and each member of the Board thanked Chief Nicholson for his dedication and service to the Village. Chief Nicholson will be missed.

VI. COMMITTEE REPORTS

- A. Committee of the Whole
 - 1. August 6, 2018

VII. REPORTS AND COMMUNICATIONS

- A. Historic Preservation Commission
 - 1. July 11, 2018
- B. Mequon/Thiensville Bike Pedestrian Commission
 - 1. June 7, 2018
- C. Capital Expenditures

MOTION by Trustee Azinger, **SECONDED** by Trustee Holyoke to regretfully accept Police Chief Scott Nicholson's Letter of Retirement and the Consent Agenda. **MOTION CARRIED UNANIMOUSLY.**

BUSINESS AGENDA

VIII. FINANCIAL REPORTS AND ACCOUNTS PAYABLE

- A. Accounts Payable for All Funds
 - 1. Accounts Payable
 - a. July 16, 2018 through August 17, 2018

Administrator Robertson shared that a large portion of the accounts payable is for the Green Bay Road project.

MOTION by Trustee Heinritz, **SECONDED** by Trustee Prenzlow to approve the Accounts Payable for July 16, 2018 through August 17, 2018 in the amount of \$460,175.17. **MOTION CARRIED UNANIMOUSLY.**

- 2. Financial Report (Receipt)
 - a. July, 2018

The Financial Report was received.

IX. PRESIDENT'S REPORT

No President's Report.

X. ADMINISTRATOR'S REPORT

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

Administrator Robertson reported that equalized value increased 5% compared to a 4.5% increase in 2017. The Village's equalized value increased by \$17,598,800. A large portion of this is due to Port Washington State Bank.

Board of Trustees Minutes

August 20, 2018

Page three of six

The estimated equalized ratio is at 91.59% of fair market value compared to 95.62% in 2017. This is getting close to looking at revaluating either a portion or all of the community. It used to be 7 years if below 90%, but now the requirement is 6 years. This would not be for the year 2019. Grota Appraisals' contract with the Village expires on December 31, 2018, so a new contract will be before the Board soon. Included with this new contract will be an estimate for a revaluation and will most likely be within the next 3-5 years. The cost of this revaluation is spread out over the term of the contract. Trustee Prenzlou inquired if there was any advantage to doing the revaluation at the end of the contract. Administrator Robertson stated that the fluctuation of the market can influence the timing.

Net new construction for the Village is +.89% compared to +.33% for 2017. Once again, this is due to the Port Washington State Bank development. Part of this can be captured in the levy limit and expenditure restraint calculations.

The 2019 Recycling Grant has been submitted.

Administrator Robertson shared the 2018 Partisan Primary election results.

The Ozaukee Economic Development Business of the Year/Economic Forecast Breakfast will be held on September 20, 2018 at 7:30 AM at the Pavilion at the Ozaukee County Fairgrounds. This event is sold out.

Incoming revenues include \$2,533.81 from Wisconsin Bell - 2nd Quarter 2018 Franchise Fees, \$4,722.77 Charter Communications - 2nd Quarter 2018 Franchise Fees, \$13,674.26 for 2019 Fire Insurance Dues from the State of Wisconsin and \$768.00 from the League of Wisconsin Municipalities Safety Grant Program.

The Village received a \$150,000 grant from the U.S. Fish and Wildlife Service for the fish passage. The County has recommended approval of that grant. The Village also received \$200,000 from Sustain Our Great Lakes. This is administered by Andrew Struck at the County. Administrator Robertson believes that the fish passage will be widened to accommodate larger fish.

Director of Public Works Andy LaFond stated that mostly this is to optimize the performance of the fish passage so deep body fish like sturgeon can get through. There will also be some more permanent stabilizing techniques so there is less ongoing maintenance for the Village. This is in the planning stage and will take a year or two to complete. The grant will not expire.

The process for selecting a new Police Chief will begin in September.

Administrator Robertson shared dates for future meetings which include: September COW will be on Monday, September 10th and the Board of Trustees meeting will be on Monday, September 17th, the Budget Workshop will be Monday, October 1st at 5:00 PM, recess for the COW and then continue with the Budget process if necessary, the Budget Public hearing will be on Monday, November 5th and then meet on Monday, November 12th to approve the budget and levy.

2. Building Inspection Department (Receipt)
 - a. July, 2018 Report

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

- A. Review and acceptance of the Thiensville Fire Department Annual Report

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to accept the 2017 Thiensville Fire Department Annual Report. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and approval of Resolution 2018-12 For a Cost-Share Grant From the Bay-Lake Regional Planning Commission for the Purpose of Funding Emerald Ash Borer Mitigation Projects

MOTION by Trustee Holyoke, **SECONDED** by Trustee Prenzlów to approve Resolution 2018-12 For a Cost-Share Grant from the Bay-Lake Regional Planning Commission for the Purpose of Funding Emerald Ash Borer Mitigation Projects. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and approval of Application for Parade Permit or Street Closing For the Homecoming Parade on Friday, October 12, 2018 from 4:00 PM to 5:00 PM, Walgreens to Mequon City Hall on Main Street

MOTION by Trustee Prenzlów, **SECONDED** by Trustee Heinritz to approve the Application for Parade Permit or Street Closing for the Homecoming Parade on Friday, October 12, 2018 from 4:00 PM to 5:00 PM, Walgreens to Mequon City Hall on Main Street. **MOTION CARRIED UNANIMOUSLY.**

- D. Discussion regarding Airbnb in the Village (Trustee Holyoke)

Trustee Holyoke indicated that a residence located at 112 South Orchard is an Airbnb and believes there should be some rules in place for these residences and inquired if there was a form of tax that can be imposed. Administrator Robertson stated that a room tax can be charged at about 10%. Rentals can be regulated up to six days; after seven days the state law kicks in. Mequon does have an Ordinance in place that does not include room tax. If the Village were to pursue this, there would be an amendment to the Zoning Code and would be allowed in the Central Business District. The Ordinance would be to disallow anything under six days. This would be a Zoning Code amendment which requires a Public Hearing.

Assistant Administrator Colleen Landisch-Hansen stated that the Village Board determines the rate and the Village can only keep 30% of the room tax collected, and 70% of that has to go to the Ozaukee Tourism Council.

After a search on Airbnb and VRBO, it appears that this is the only residence to rent in Thiensville on Airbnb.

Trustee Azinger is not too concerned as long as there is no trouble and hopes that this may help local business establishments. Trustee Azinger is not sure if the tax collected is worth administering.

Trustee Heinritz believes that records of those who stay in an Airbnb should be kept and available to the proper authorities.

Trustee Prenzlów's concerns are that in the spring there are some itinerant businesses that could potentially rent a space like this and that the house would become a party house and be a disturbance to neighbors.

Trustee Holyoke stated that it is \$160 per night to rent the house and with additional fees, it amounts to \$265 which includes cleaning fee, Airbnb fee and taxes.

Planner Jon Censky will draft an Ordinance for review.

Board of Trustees Minutes

August 20, 2018

Page five of six

- E. Review and recommendation regarding the January 1, 2018 Population Estimate from the Wisconsin Department of Administration

Administrator Robertson indicated that the 2020 Census information was compiled and sent in. The 2010 Census Count was 3,235 and the 2018 Preliminary Estimate is 3,192.

The only way to challenge this is to for example, if a facility similar to Willowbrook was built, it is communicated that the numbers do not reflect the amount of units in the new facility. Trustee Holyoke stated that there appears to be more young families with children in the Village.

The 2017 count was about 3,205. The Census Bureau stops in monthly inquiring about new developments in the Village.

Administrator Robertson does not believe this is worth challenging.

- F. Review and approval of Certificate of Recognition for Attaining Rank of Eagle Scout, Jack Henry Depies, Boy Scout Troop #852

MOTION by Trustee Heinritz, **SECONDED** by Trustee Kucharski to approve Certificate of Recognition for Attaining Rank of Eagle Scout, Jack Henry Depies, Boy Scout Troop #852. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2018-13
NEXT ORDINANCE NUMBER:	2018-13

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 JULY 16, 2018 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. \$500.00 to Village Park Reimagined from Janice M. Watson and Alfred G. Lustig Fund
 - 2. \$3,000.00 from The Optimist Club of Mequon-Thiensville, Year Two of Three, Park Benches for Village Park Reimagined
 - 3. Accept Gala Net Proceeds in the amount of \$41,212.46
 - 4. Accept Giving Tree Leaf Proceeds in the amount of \$17,000.00
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule

MOTION by Trustee Prenzlou, **SECONDED** by Trustee Holyoke to accept the following gifts with much gratitude: \$500.00 to Village Park Reimagined from Janice M. Watson and Alfred G. Lustig Fund; \$3,000.00 from The Optimist Club of Mequon-Thiensville, Year Two of Three, Park Benches for Village Park Reimagined; Gala Net Proceeds in the amount of \$41,212.46; and Giving Tree Leaf Proceeds in the amount of \$17,000.00. **MOTION CARRIED UNANIMOUSLY.**

Board of Trustees Minutes

August 20, 2018

Page six of six

Trustee Holyoke shared that the developer of the Lumen Christi site has sent a letter to all the homeowners on Ellenbecker offering to purchase their property. Trustee Azinger indicated that there is a home that was purchased by the developer on Orchard and there are two other homes on Orchard that have been contacted about selling as well. The developer has also went door to door.

Trustee Azinger stated that it is in within the developer's right to offer to buy property and suggested that any agreement should be done on a contingency pending any necessary approvals from the Board. Trustee Azinger is uneasy about this and is concerned that his neighbors will be taken advantage of.

Trustee Holyoke indicated that after a discussion with a resident on Ellenbecker, this resident was told that his property was part of Phase 2.

Trustee Prenzlou inquired if these properties are even buildable. No plans have been submitted to the Village to date.

Trustee Heinritz indicated that the subdivision to the west, Village Heights, is a potential area that could be listed as a district in itself because these houses were all built at the same time and possibly could be enlisted on the State and National Register of Historic Districts. This was not been done. Other homes would have to be individually studied and listed. If listed, this would not protect a home from being demolished.

President Mobley stated that there is really nothing the Village can do to prevent the offers.

XVI. ADJOURNMENT

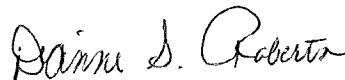
MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to adjourn the meeting at 6:53 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Dianne S. Robertson
Administrator