

**VILLAGE OF THIENSVILLE
BOARD OF TRUSTEES
MINUTES**

DATE: Monday, December 16, 2019

**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	Rob Holyoke
	Kristina Eckert	Kenneth Kucharski
	Ronald Heinritz	David Lange
Administrator:	Colleen Landisch-Hansen	
Attorney:	Bob Feind	
Staff:	Police Chief Curt Kleppin	
	Director of Community Services/Public Works Andy LaFond	
	Village Clerk/Deputy Treasurer Amy Langlois	

III. PLEDGE OF ALLEGIANCE

Trustee Azinger 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. November 18, 2019

V. DEPARTMENT REPORTS (Receipt)

- A. **Department Reports (Receipt)**
 - 1. Fire Department
 - a. N/A
 - 2. Police Department
 - a. November Police, 2019
 - 3. Public Works Department
 - a. November DPW, 2019 (available Monday)

VI. COMMITTEE REPORTS

- A. **Committee of the Whole**
 - 1. December 2, 2019

VII. REPORTS AND COMMUNICATIONS

- A. **Historic Preservation Commission**
 - 1. November 13, 2019
- B. **Mequon-Thiensville Bike and Pedestrian Way Commission**
 - 1. October 3, 2019 (not available)
- C. **Milwaukee River Advisory Committee**
 - 1. August 6, 2019 (not available)
- D. **Plan Commission**
 - 1. October 8, 2019
- E. **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. November 18, 2019 through December 13, 2019

MOTION by Trustee Azinger, **SECONDED** by Trustee Holyoke to approve the Accounts Payable from November 18, 2019 through December 13, 2019 in the Amount of \$248,816.18. **MOTION CARRIED UNANIMOUSLY.**

- 2. **Financial Report (Receipt)**
 - a. November, 2019

The Financial Report was received.

IX. PRESIDENT'S REPORT

- A. **Operator's License – New**
 - 1. Walgreens
 - a. David Brian Haberman

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve the New Operator's License for Walgreens: David Brian Haberman. **MOTION CARRIED UNANIMOUSLY.**

X. ADMINISTRATOR'S REPORT

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

Both Trustee Heinritz and Trustee Holyoke are up for election in April 2020. Nomination papers are due to the Clerk by Tuesday, January 7, 2020 at 5:00 PM.

The 2019 Shared Revenue for Ambulance Services total revenue is \$3,800.66.

Tax collections to date are at 16%.

2. Building Inspection Department (Receipt)
 - a. December, 2019 Report

The Building Inspection Department report was received.

XI. ATTORNEY'S REPORT

No Attorney's report.

XII. COMMITTEE REPORTS

- A. Review and approval of Resolution No. 2019-16 A Resolution Adopting the 2020 Sewer Utility Budget

MOTION by Trustee Heinritz, **SECONDED** by Trustee Lange to approve Resolution No. 2019-16 A Resolution Adopting the 2020 Sewer Utility Budget.

Ayes: Trustees Azinger, Eckert, Heinritz, Kucharski, Lange and President Mobley
Naes: Trustee Holyoke

MOTION CARRIED.

- B. Review and approval of Resolution No. 2019-18 A Resolution Authorizing the Reduction of Election Officials and Combining of Wards for all Elections Held in 2020 & 2021

MOTION by Trustee Holyoke, **SECONDED** by Trustee Eckert to approve Resolution No. 2019-18 A Resolution Authorizing the Reduction of Election Officials and Combining of Wards for all Elections Held in 2020 & 2021.

MOTION CARRIED UNANIMOUSLY.

- C. Review and approval of Request from Katie Schreiner for a Variance to Ordinance 1995-07 An Ordinance Repealing and Recreating Village of Thiensville Municipal Code Sections 16.01 through 16.14 Pertaining to the Electrical Code, Burying of Utilities, 173 Green Bay Road

A request from Katie Schreiner for a Variance to Village Ordinance 1995-07 is before the Board for consideration due to the expense to the homeowner to bury the lines for an update to the electrical. Ms. Schreiner's mother owns the home.

Trustee Heinritz believes that the intent of this Ordinance was to get overhead wires buried for new installation, and at the time this Ordinance was passed the electric company charged very little for this service. Since that time this has become quite expensive. After a site visit, Trustee Heinritz believes that a trench would have to be cut in the driveway and does not believe that buying the lines would improve the aesthetics to this residence.

Trustee Holyoke is in favor of granting the Variance for safety reasons.

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President Mobley stated that the burying the electrical wires does not always solve the problem of having the overhead wires as there are phone and cable wires as well and that maybe this Ordinance should be revisited by the Plan Commission. Trustee Kucharski agreed.

Trustee Azinger suggested leaving the Ordinance as is and considering requests for a Variance on a case-by-case basis. Trustee Heinritz believes that if the feeder lines are buried to a residence that the service should be buried as well.

MOTION by Trustee Eckert, **SECONDED** by Trustee Azinger to approve Request from Katie Schreiner for a Variance to Ordinance 1995-07 An Ordinance Repealing and Recreating Village of Thiensville Municipal Code Sections 16.01 through 16.14 Pertaining to the Electrical Code, Burying of Utilities, 173 Green Bay Road.
MOTION CARRIED UNANIMOUSLY.

- D. Review and approval of Resolution No. 2019-19 A Resolution Approving a Memorandum of Understanding for School Resource Officer Program Between the Mequon-Thiensville School District, the City of Mequon and the Village of Thiensville

Administrator Landisch-Hansen reported based on questions from the Board at the Committee of the Whole meeting that the percentage of Thiensville students that attend the Mequon-Thiensville school district is 11.39%, and there are two SRO's that currently serve the Cedarburg school district.

The Common Council for the City of Mequon has unanimously approved the School Resource Officer Program for the Mequon-Thiensville School District at their last meeting.

Trustee Heinritz inquired why the cost of these officers were not put under the levy for the school district as this is a position for the school district. Administrator Landisch-Hansen shared that the Village's contribution is \$12,660 for the School Resource Officer Program for the school district. This is a flat rate per year for the duration of the agreement.

Trustee Holyoke would rather pay the money to the school district as opposed to the City of Mequon. Administrator Landisch-Hansen explained that the reason the money is not going to the school district is that this School Resource Officer is an employee of the City of Mequon.

The Memorandum of Understanding is in effect for three years and is automatically renewed each January 1st.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to approve Resolution No. 2019-19 A Resolution Approving a Memorandum of Understanding for School resource Officer Program Between the Mequon-Thiensville School District, the City of Mequon and the Village of Thiensville. **MOTION CARRIED UNANIMOUSLY.**

- E. Review and approval of Resolution No. 2019-20 A Resolution Approving An Identity Theft Prevention Program for the Village of Thiensville Sewer Utility

Administrator Landisch-Hansen shared that due to the Village having customers through the sewer utility, an identity theft prevention program i.e. Red Flag Rules must be adopted. The documents are processed to ensure that there are no false sewer accounts created, procedures on how to detect these accounts and what steps need to be taken in order to report it if it does occur.

No social security numbers or credit reports are run to open a sewer account. Payments for sewer accounts can be made online.

MOTION by Trustee Azinger, **SECONDED** by Trustee Heinritz to approve Resolution No. 2019-20 A Resolution Approving An Identity Theft Prevention Program for the Village of Thiensville Sewer Utility. **MOTION CARRIED UNANIMOUSLY.**

- F. Review and approval of Ordinance No. 2019-04 An Ordinance Amending the Village Code to Comply With State Requirements to Obtain Jurisdiction for Commercial Electrical Permitting and Inspection

MOTION by Trustee Heinritz, **SECONDED** by Trustee Holyoke to approve Ordinance No. 2019-04 An Ordinance Amending the Village Code to Comply With State Requirements to Obtain Jurisdiction for Commercial Electrical Permitting and Inspection. **MOTION CARRIED UNANIMOUSLY.**

NEXT RESOLUTION NUMBER:	2019-21
NEXT ORDINANCE NUMBER:	2019-06

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 NOVEMBER 18, 2019 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. \$20.00 from Brian and Kelsey Scheller to the Thiensville Fire Department
 - 2. \$10.00 from an Anonymous Donor to the Thiensville Fire Department
 - 3. \$20,000.00 from Harold W. Schnell for Ice Rink – Village Park
 - 4. \$25.00 from Homestead Hockey Team to Thiensville Fire Department
 - 5. \$100.00 from Thomas and Karen Martin to Thiensville Fire Department
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule:
1/20/20 Public Hearing and Combined Committee of the Whole and Village Board – 6:00 PM

MOTION by Trustee Azinger, **SECONDED** by Trustee Heinritz to accept with much gratitude the gifts of \$20.00 from Brian and Kelsey Scheller to the Thiensville Fire Department, \$10.00 from an Anonymous Donor to the Thiensville Fire Department, \$20,000.00 from Harold W. Schnell for Ice Rink – Village Park, \$25.00 from Homestead Hockey Team to Thiensville Fire Department and \$100.00 from Thomas and Karen Martin to Thiensville Fire Department. **MOTION CARRIED UNANIMOUSLY.**

XVI. MOTION TO ADJOURN TO CLOSED SESSION

MOTION by Trustee Heinritz, **SECONDED** by Trustee Holyoke to adjourn to Closed Session at 6:41 PM deliberating about the investment of public funds in future Village properties requiring a Closed Session due to the competitive nature and bargaining positions at risk if conducted in a public meeting. Such Closed Session is authorized pursuant to Wis. Stats. Article 19.85(1)(e).

1. Roll Call Vote

Ayes: Trustees Azinger, Eckert, Heinritz, Holyoke, Kucharski, Lange and President Mobley.

Naes: None

MOTION CARRIED.

MOTION TO RECONVENE IN OPEN SESSION

1. Vote of Board to reconvene

MOTION by Trustee Lange, **SECONDED** by Trustee Azinger to Reconvene to Open Session at 7:09 PM.
MOTION CARRIED UNANIMOUSLY.

XVII. ADJOURNMENT

MOTION by Trustee Azinger, **SECONDED** by Trustee Lange to adjourn the meeting at 7:10 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois
Village Clerk

Approved by,



Colleen Landisch-Hansen
Administrator