

**VILLAGE OF THIENSVILLE  
BOARD OF TRUSTEES  
MINUTES**

**DATE: Monday, April 15, 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	Kenneth Kucharski
	Ronald Heinritz	David Lange
	Rob Holyoke	Elmer Prenzlów
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**

President Mobley led the recitation of the Pledge of Allegiance.

**OATH OF OFFICE TO VILLAGE OFFICIALS**

1. David A. Lange
2. Kristina A. Eckert
3. Motion to take a 15 minute recess for a welcoming reception

Village Clerk Amy Langlois administered the Oath of Office to Trustee David A. Lange and Trustee Kristina A. Eckert.

Recess to congratulate Trustee Lange and Trustee Eckert as well as to thank Trustee Elmer Prenzlów for his years of service.

**MOTION** by Trustee Prenzlów, **SECONDED** by Trustee Lange to recess at 6:03 PM for a welcoming reception and to thank Trustee Prenzlów for his service. **MOTION CARRIED UNANIMOUSLY.**

**MOTION** by Trustee Prenzlów, **SECONDED** by Trustee Lange to reconvene the meeting at 6:18 PM. **MOTION CARRIED UNANIMOUSLY.**

<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 18, 2019

**V. DEPARTMENT REPORTS** (Receipt)

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

**VI. COMMITTEE REPORTS**

**VII. REPORTS AND COMMUNICATIONS**

- A. **Thiensville Board of Canvassers**
  - 1. April 5, 2019
- B. **Zoning Board of Appeals**
  - 1. March 25, 2019
- C. **Capital Expenditures**

**MOTION** by Trustee Lange, **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. March 18, 2019 through April 12, 2019

**MOTION** by Trustee Prenzlou, **SECONDED** by Trustee Heinritz to approve the Accounts Payable from March 18, 2019 through April 12, 2019 in the Amount of \$497,009.83. **MOTION CARRIED UNANIMOUSLY.**

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

The Financial Report was received.

**IX. PRESIDENT'S REPORT**

- A. **Application for Parade Permit or Street Closing**
  - 1. Family Fun Before the 4<sup>th</sup> on Saturday, June 29, 2019 from 10:00 AM to 1:00 PM, Main Street to Freistadt Road, Freistadt Road to Green Bay Road, Green Bay Road to Riverview Drive, Riverview Drive to Elm Street

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Prenzlou to approve Application for Parade Permit or Street Closing for Family Fun Before the 4<sup>th</sup> on Saturday, June 29, 2019 from 10:00 AM to 1:00 PM, Main Street to Freistadt Road, Freistadt Road to Green Bay Road, Green Bay Road to Riverview Drive, Riverview Drive to Elm Street. **MOTION CARRIED UNANIMOUSLY.**

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2. Jon Oppitz, Birthday Party, Saturday, July 20, 2019 from 12:00 PM to 7:00 PM, Grand Avenue From Park Crest Drive West to Property Line of 401 Park Crest Drive

Mr. Oppitz is requesting for a street closure for a birthday party on July 20, 2019. Trustee Prenzlow inquired as to what the precedent is to close streets for the purpose of a private party.

Mr. Oppitz will be asked to come to a Committee of the Whole meeting to share his plans.

3. Memorial Day Parade, Monday, May 27, 2019, Grand Avenue and Green Bay Road to Main Street, South on Main Street to City of Mequon

**MOTION** by Trustee Prenzlow, **SECONDED** by Trustee Kucharski to approve Application for Parade Permit or Street Closing for Memorial Day Parade, Monday, May 27, 2019, Grand Avenue and Green Bay Road to Main Street, South on Main Street to City of Mequon. **MOTION CARRIED UNANIMOUSLY.**

**B. 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 & Beth Shully, 144 Green Bay Road  
Walgreen Co., Kyle Becker, Agent, 278 North Main Street
3. **Class B Beer and Class B Liquor**  
cheel, llc, Matthew Buerosse, Agent, 105 South Main Street/107 Buntrock Avenue  
Chuck's Place, Inc., Theodore J. Hagen, Agent, 406 North Main Street  
Falafel Guys, Chrissy Strol, Agent, 105 West Freistadt Road  
Remington's River Inn, Robert John Ollman, Agent, 130 South Main Street  
Shully Catering, Inc., Scott Thomas Shully, Agent, 146 Green Bay Road
4. **Class B Beer and Class C Wine**  
DK Enterprises d/b/a Downtown Pizza, Daryl Michael Kranich, Agent, 227 S. Main Street  
East Sun Chinese Restaurant, Chang Chun Siu, Agent, 305 North Main Street  
glaze, llc, Kristina A. Eckert, Agent, 149 Green Bay Road  
Grace Lutheran Church, Richard Koch, Agent, 303 North Green Bay Road  
Shully's Cuisine & Events, Scott Thomas Shully, Agent, 143 Green Bay Road  
Thiensville Fire Department, Inc., John Kukla, Agent, 250 Elm Street
5. **Temporary Class B Beer and Class B Wine**  
Community Fun Events, Family Fun Before the 4<sup>th</sup>, June 29, 2019  
Thiensville-Mequon Lions Club, Lionfest, June 6, 2019 through June 9, 2019

**MOTION** by Trustee Prenzlow, **SECONDED** by Trustee Holyoke to approve the Application for 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 & Beth Shully, 144 Green Bay Road and Walgreen Co., Kyle Becker, Agent, 278 North Main Street; Class B Beer and Class B Liquor - cheel, llc, Matthew Buerosse, Agent, 105 South Main Street/107 Buntrock Avenue, Chuck's Place, Inc., Theodore J. Hagen, Agent, 406 North Main Street, Falafel Guys, Chrissy Strol, Agent, 105 West Freistadt Road, Remington's River Inn, Robert John Ollman, Agent, 130 South Main Street, Shully Catering, Inc., Scott Thomas Shully, Agent, 146 Green Bay Road; Class B Beer and Class C Wine - DK Enterprises d/b/a Downtown Pizza, Daryl Michael Kranich, Agent, 227 South Main Street, East Sun Chinese Restaurant, Chang Chun Siu, Agent, 305 North Main Street, glaze, llc, Kristina A. Eckert, Agent, 149 Green Bay Road, Grace Lutheran Church, Richard Koch, Agent, 303 North Green Bay Road, Shully's Cuisine & Events, Scott Thomas Shully, Agent, 143 Green Bay Road, Thiensville Fire Department, Inc., John Kukla, Agent, 250 Elm Street; and Temporary Class B Beer and Class B Wine - Community Fun Events, Family Fun Before the 4<sup>th</sup>, June 29, 2019 and Thiensville-Mequon Lions Club, Lionfest, June 6, 2019 through June 9, 2019. **MOTION CARRIED UNANIMOUSLY.**

6. **Cigarette**  
Thiensville Mobil  
Village BP, LLC  
Walgreen Co.

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Heinritz to approve Cigarette Licenses for Thiensville Mobil, Village BP, LLC and Walgreen Co. **MOTION CARRIED UNANIMOUSLY.**

7. **Amusement Devices**  
Robert J. Ollman & Amy M. Ollman, Inc., Remington's River Inn (5 Machines)

**MOTION** by Trustee Kucharski, **SECONDED** by Trustee Holyoke to approve Amusement Devices for Robert J. Ollman & Amy M. Ollman, Inc., Remington's River Inn (5 Machines). **MOTION CARRIED UNANIMOUSLY.**

8. **Operator's Licenses – Renewal**
  - a. **Chuck's Place**  
Heidi Anderson
  - b. **Falafel Guys**  
Andrey Smeyan
  - c. **Remington's River Inn**  
Bruce Faye Anderson, Jenna Maywin-Robin Brunnquell, Cynthia C. Check, Sarah Viola Lundberg, Morgan Alexandra McCoy, Amy Marie Ollman, Kristina Lee Specht
  - d. **Shully Catering, Inc.**  
Timothy F. Dorau, Sandra Dee Fedele-Jacoby, Jerel Hall, Pamela Johnson, Scott Steven Jones, Melissa Kerhin, Lizbeth Leder-Shein, Pamela Switalski
  - e. **Walgreen Co.**  
Jennifer Kay Bandt, Rebecca Sue Iwinski

**MOTION** by Trustee Lange, **SECONDED** by Trustee Holyoke to approve Operator's Licenses – Renewal for Chuck's Place – Heidi Anderson; Falafel Guys – Andrey Smeyan; Remington's River Inn – Bruce Faye Anderson, Jenna Maywin-Robin Brunnquell, Cynthia C. Check, Sarah Viola Lundberg, Morgan Alexandra McCoy, Amy Marie Ollman, Kristina Lee Specht; Shully Catering, Inc. – Timothy F. Dorau, Sandra Dee Fedele-Jacoby, Jerel Hall, Pamela Johnson, Scott Steven Jones, Melissa Kerhin, Lizbeth Leder-Shein, Pamela Switalski; and Walgreen Co. – Jennifer Kay Bandt and Rebecca Sue Iwinski. **MOTION CARRIED UNANIMOUSLY.**

9. **Operator's Licenses – New**
  - a. **cheel, llc**  
Dynah Edang
  - b. **Remington's River Inn**  
Kayla L. Klinski
  - c. **Shully Catering, Inc.**  
Dominick C. Olson, Phillip D. Stockton
  - d. **Walgreen Co.**  
Vasileia Chatziandreou, David Kraemer

**MOTION** by Trustee Lange, **SECONDED** by Trustee Azinger to approve Operator's Licenses – New for cheel, llc – Dynah Edang; Remington's River Inn – Kayla L. Klinski; Shully Catering, Inc. – Dominick C. Olson, Phillip D. Stockton; and Walgreen Co. – Vasileia Chatziandreou and David Kraemer. **MOTION CARRIED UNANIMOUSLY.**

**10. Operator's License – New – Skippy's Burger Bar**  
Melissa Walenton

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve Operator's License – New – Skippy's Burger Bar for Melissa Walenton.

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

**Naes:** None

**Abstain:** Trustee Kucharski

**MOTION CARRIED.**

**X. ADMINISTRATOR'S REPORT**

**A. Department Reports**

**1. Administrator's Report**

Administrator Landisch-Hansen reported that the 2019 Spring General Election had a 46.56% turnout. Trustee Lange was re-elected and Kristina A. Eckert will replace the seat currently held by Trustee Prenzlów. Tonight is Trustee Prenzlów's last meeting. Administrator Landisch-Hansen thanked Trustee Prenzlów for his service.

Open Book is scheduled for Tuesday, May 7, 2019 from 9:00 AM to 11:00 AM, and Board of Review is scheduled for Wednesday, June 5 from 1:00 PM to 3:00 PM.

Tickets for the Gala are now available. The Gala will be held on Saturday, June 1<sup>st</sup>.

Interviews are scheduled for the open Administrative Assistant position.

Incoming cell tower lease revenue from DRA have been received for the months of March and April in the amount of \$4,666.33.

**2. Building Inspection Department (Receipt)**

**a. March, 2019 Report**

The Building Inspection Department report was received.

**XI. ATTORNEY'S REPORT**

No Attorney's report.

**XII. COMMITTEE REPORTS**

**A. Review and acceptance of Municipal Center Roof Assessment**

Director of Community Services/Public Works Andy LaFond informed the Board that this assessment was a capital item and has been completed by an independent consultant. This will be added to the Village Capital Improvement plan for consideration at the Budget workshop in the fall. Total cost estimate is \$159,500 - \$195,300.

There are a couple trouble spots with the current roof. Trustee Prenzlów suggested looking into a multi-year contract for repairs to possibly help with costs. Commercial roofs generally last 20-25 years.

**MOTION** by Trustee Prenzlów, **SECONDED** by Trustee Heinritz to accept the Municipal Center Roof Assessment Report. **MOTION CARRIED UNANIMOUSLY.**

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- B.** Review and approval of Easement Agreement with We Energies, 205 North Main Street

Director of Community Services/Public Works LaFond shared that this Easement Agreement with We Energies is to install a gas line to the cell phone tower's backup generator which also T's off of the Village's existing gas line. It has been confirmed by We Energies that there is enough flow for both uses. This Easement Agreement has also been reviewed by Houseman & Feind.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Heinritz to approve Easement Agreement with We Energies, 205 North Main Street. **MOTION CARRIED UNANIMOUSLY.**

- C.** Review and approval of Resolution 2019-06 A Resolution to Continue in the Wisconsin Public Employers (WPE) Group Health Insurance Program

Administrator Landisch-Hansen shared that the State Health Plan is requesting municipalities to pass a resolution which updates the change of the referenced manual. The State has combined some of the contract language in their manual with other resources and bulletins which renders the current resolution obsolete.

**MOTION** by Trustee Prenzlów, **SECONDED** by Trustee Holyoke to approve Resolution 2019-06 A Resolution to Continue in the Wisconsin Public Employer (WPE) Group Health Insurance Program.

Trustee Prenzlów inquired if the Village Attorney or Administrator Landisch-Hansen has reviewed the document to ensure there are not significant changes.

This item has been tabled in order for Attorney Feind and Administrator Landisch-Hansen to review.

- D.** Discussion of Parking Needs in Central Business District

President Mobley shared that in the Central Business District there is parking just north of the old fire station, parking on Buntrock Avenue and the Village also has a portion of a lot that currently is leased. President Mobley suggested considering this parcel as additional parking which can hold 10-12 parking stalls. Revenue from the leased parking lot totals \$400 per year. The leased parking lot between 121 South Main Street and 127 South Main Street is up for renewal in September of 2019.

As the area downtown continues to develop, parking needs increases. Trustee Holyoke suggested looking into the area on Buntrock Avenue just west of the railroad tracks on the north side of Buntrock as additional parking. Director of Community Services/Public Works LaFond will look into who would the correct party be to acquire an easement. Attorney Feind suggested contacting the railroad company.

Trustee Holyoke mentioned that permanent "No Parking" signs could be installed on Buntrock due to the fact that cars are parked on both sides causing a bottle neck of traffic.

Trustee Kucharski brought up the fact that the East Sun Chinese Restaurant is for sale and is in the middle of the Business District and suggested taking a look at this for possible parking.

President Mobley asked Director of Community Services/Public Works LaFond to look into these possibilities.

The Board will revisit the parking needs at a later Board meeting.

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- E. Discussion and possible action regarding Camera at Buntrock Avenue and Main Street (Trustee Holyoke)

Trustee Holyoke mentioned that having a camera at Buntrock Avenue and Main Street would be beneficial to monitor the intersection to gather data with the understanding that cameras cannot be used as traffic enforcement.

Trustee Kucharski asked Chief Kleppin if having camera footage showing a car going through a red light, if a citation could be issued? Chief Kleppin reported that the State of Wisconsin does not allow cameras to be used for traffic enforcement.

Trustee Prenzlou stated that in other states there are commercial firms that are actually issuing a ticket after reviewing the footage.

The change for timing for the stop lights at Buntrock Avenue and Main Street and Freistadt Road and Main Street has been approved by the Board. Next, the vendor will download the software for the change. The change involves a change in yellow, a change in all red time, a change in walk time and a pedestrian head start.

Trustee Lange inquired if Chief Kleppin can contact a driver if it is discovered by viewing the tape that a driver has blatantly run a red light. Chief Kleppin could make that contact.

Trustee Prenzlou suggested installing a camera on the old fire station. Currently, there are cameras in Village Park and at the Department of Public Works.

Director of Community Services/Public Works LaFond indicated that starting costs based on wirelessly connecting cameras in the Park is about \$4,200. This is for a camera that is wired to the building (power, camera) and then a wireless signal to the Village Hall.

**MOTION** by Trustee Holyoke, **SECONDED** by Trustee Lange to Authorize Director of Community Services/Public Works LaFond to Explore the Costs of Installing a Camera at Buntrock Avenue and Main Street. **MOTION CARRIED UNANIMOUSLY.**

- F. Review and approval of Proclamation in Honor of Arbor Day, April 26, 2019

**MOTION** by Trustee Azinger, **SECONDED** by Trustee Lange to approve Proclamation in Honor of Arbor Day, April 26, 2019. **MOTION CARRIED UNANIMOUSLY.**

- G. Review and approval of Certificate of Recognition for Attaining Rank of Eagle Scout, Gabriel Friederichs, Boy Scout Troop #852

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

H. Review and approval of:  
**BOARD APPOINTMENTS:**

<u>M-T Bikeway Commission</u>	Ronald G. Heinritz, One-Year Term
<u>Plan Commission</u>	Van A. Mobley, One-Year Term Kenneth C. Kucharski, One-Year Term

**CITIZEN APPOINTMENTS:**

<u>Historic Preservation Commission</u>	Thomas R. Streifender, 422 Green Bay Rd., Three-Year Term
<u>Plan Commission</u>	Michael Dyer, 600 Bel Aire Dr., Three-Year Term Carol Gengler, 137 Buntrock Ave., Three-Year Term
<u>M-T Bikeway Commission</u>	John Liegeois, 513 Park Crest Dr., Three-Year Term

President Mobley asked to hold off on the Board appointment for the M-T Bikeway Commission as to give Trustee Eckert the opportunity to choose an appointment.

**MOTION** by Trustee Prenzlów, **SECONDED** by Trustee Holyoke to approve the Board Appointments for the Plan Commission of Van A. Mobley, One-Year Term and Kenneth C. Kucharski, One-Year Term and the Citizen Appointments for Historic Preservation Commission – Thomas R. Streifender, 422 Green Bay Rd., Three-Year Term; Plan Commission - Michael Dyer, 600 Bel Aire Dr., Three-Year Term and Carol Gengler, 137 Buntrock Ave., Three-Year Term and M-T Bikeway Commission – John Liegeois, 513 Park Crest Dr., Three-Year Term With the Board Appointment for the M-T Bikeway Commission Vacant Until a Future Meeting. **MOTION CARRIED UNANIMOUSLY.**

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NEXT RESOLUTION NUMBER:	2019-07
NEXT ORDINANCE NUMBER:	2019-03

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**XIII. REPORTS AND COMMUNICATIONS**

**XIV. UNFINISHED BUSINESS**

**XV. BUSINESS FROM THE FLOOR**

A. Citizens to be Heard

Trustee Prenzlów thanked the Board for the opportunity to serve.

The Board extended appreciation for Trustee Prenzlów's time served and wished him well.

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.



**XVI. ANY OTHER MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY BE BROUGHT BEFORE THE BOARD, OR CARRIED OVER FROM THE MARCH 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. \$10,000 from Junior Woman's Club of Mequon-Thiensville to Village Park ReImagined
  - 2. \$50 from The Hoff Group to Village Park ReImagined
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule

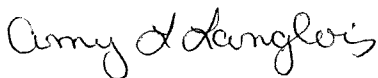
**MOTION** by Trustee Lange, **SECONDED** by Trustee Kucharski to accept the gift of \$10,000 from Junior Woman's Club of Mequon-Thiensville to Village Park ReImagined and \$50 from The Hoff Group to Village Park ReImagined with much gratitude. **MOTION CARRIED UNANIMOUSLY.**

The Committee of the Whole meeting is scheduled for May 6, 2019 and the Board Meeting will be held on May 20, 2019.

**XVII. ADJOURNMENT**

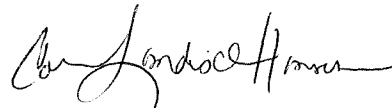
**MOTION** by Trustee Lange, **SECONDED** by Trustee Azinger to adjourn the meeting at 7:17 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Amy L. Langlois  
Village Clerk

Approved by,



Colleen Landisch-Hansen  
Administrator