



West Salem Police Department
West Salem Public Works Department
West Salem Parks & Recreation Department
West Salem Municipal Utilities

175 South Leonard Street, West Salem, WI 54669

Village of West Salem

Remember all dog licenses expire annually the end of December. The Village licenses dogs but not cats, although both dogs and cats must maintain current rabies vaccinations. You may purchase your 2017 dog licenses through March 31st in the Village Administration Office.

Licenses—\$21; if spayed or neutered—\$11.

To avoid problems with animal control in the Village, please keep all dogs, cats and other animals under owner restraint.



The new location for the Caryn Modawell Memorial Dog Park, is 950 East Tilson Street. The cost of the annual permit is \$12.00 and each additional permit is \$5.00. Dog Park Permits are available at Village Hall. There is also a drop box at the dog park for daily visitors to contribute. Stop and check out the new site and playground equipment for the dogs.

VILLAGE OF WEST SALEM

ORDINANCE 5.04(J)

The owner of each and every lot, whether the lot has a building upon it or not, which lot adjoins any street on any side of the lot, shall clean any sidewalk within the street right-of-way, which sidewalk adjoins such lot, of snow or ice to the width of such sidewalk. This must be accomplished within twenty-four (24) hours after the snow ceased to fall or within twenty-four (24) hours of the formation of ice, and cause the same to be kept clear from snow and ice, provided that in case the snow shall continue to fall for some time, it shall be removed as soon as practicable after it has ceased to fall and provided that when the ice formed upon any sidewalk so that it cannot be immediately removed, the person herein referred to shall keep the ice sprinkled with salt, an ice melt product, or sand. No person in the course of removing snow or ice from any private property shall cause or permit the snow or ice to be placed or left upon any public way, including any public sidewalk or roadway.

Failure to remove snow and ice from any sidewalk is subject to the provision set forth in Code of Ordinance Section 5.04(L).



SNOW/ICE REMOVAL NOTICE

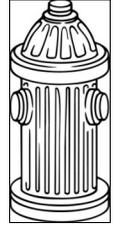
This is your yearly notice for Removal of Snow/Ice from your sidewalk for the upcoming winter season. No other notices will be sent. If the Village finds that you are not in compliance with this Ordinance, you will be charged for removal each time snow or ice is removed from the sidewalk by Village employees. Thank you for your cooperation.

**FALL/
WINTER
2016-2017**

PUBLIC WORKS DEPARTMENT

REMINDERS FOR FALL & WINTER SERVICES

- ◆ Fire Hydrant Flushing will take place the week of September 19–23, 2016. During this time, you may notice rusty or discolored water. This is only temporary.
- ◆ Also , when the snow falls we ask that you pay special attention to the fire hydrants adjacent to your property. Please clear a path to and around them for easy access by the Fire Dept. Thank you!
- ◆ Tree limb & brush pickups are the 1st & 3rd Tuesdays through October. At other times you may utilize the drop-off site at 850 West Avenue N.
- ◆ Just a reminder that Village Ordinance 2.05(B) states “it shall be unlawful to rake, place, or mow fallen tree leaves or grass clippings on the pavement or into the gutter of any public street.” Leaves can easily be mulched into your lawn, or you may take them to the Village’s drop-off site at 850 West Avenue N. **Be sure to remove all bags and place leaves/grass in the leaf and grass bin.**
- ◆ **Alternate Side Street Parking begins on Tuesday, November 1st, and continues through Saturday, April 1, 2017.** Between 1:00 AM and 6:00 AM, all vehicles shall be parked only on even-numbered sides of streets on those nights with an even calendar date, and on odd-numbered sides of streets on those nights with an odd calendar date. **Also, between 1:00 AM and 6:00 AM, no vehicles shall be parked within the circular turn-around portion of any cul-de-sac.**
- ◆ During this time of year, residents are winterizing their motor homes and campers. It is **strictly prohibited** to discharge holding tank waste into the storm sewer system.
- ◆ Village Ordinances prohibit the riding of bicycles by teens and adults on any public sidewalks in the downtown business district. Bicycles should not be parked against any windows or in the main traveled portion of any sidewalk or highway, nor in such a manner to constitute hazard to pedestrians, traffic or property. The downtown business district has bike lanes clearly marked on the village streets.



The Village of West Salem Offices will observe the following holidays:

Thursday & Friday, **November 24th & 25th**

Friday & Monday, **December 23rd & 26th**

Monday, **January 2nd**

Friday, **April 14th**

WEST SALEM POLICE DEPARTMENT REMINDERS

Use our West Salem Police Department website to find answers to many of your questions, including hours, parking ticket payment options, license plate renewal services, and useful forms. Please visit our site at **westsalempolice.org** to find out more. You can also "Like" us on Facebook to receive updates and other information.

Please be aware that there are many types of scams in our world today. Don't be fooled. If you did not initiate the contact do not provide any personal information to others.

The West Salem Police Department has a permanent prescription drug drop-off box in Village Hall for residents to utilize for disposal of "**prescription medication, pills, and patches only**". The drop box allows residents to get rid of their **prescription medications** anonymously during business hours. Over-the-counter medications, liquids, vitamins, supplements, and needles-syringes, should **not** be put in this box.



WEST SALEM PARKS & RECREATION DEPARTMENT

Park & Rec. Hours

Monday 9 a.m.—5 p.m.

Tuesday 9 a.m.—3 p.m.

Wednesday 9 a.m.—3 p.m.

Thursday 9 a.m.—5 p.m.

(NEW OFFICES ARE LOCATED ON THE 2ND FLOOR OF VILLAGE HALL)

The Fall/Winter Parks & Rec brochure is available at the Parks & Rec Office in Village Hall, at the Library, and in school offices. Check us out online at www.westsalemwi.com or find us on Facebook.



The Good Dinosaur, will be shown on Friday, October 21st, at Village Park. The movie begins at dusk and concessions will be available for purchase. Bring your sleeping bags, blankets and lawn chairs. There is no charge to attend, but we will be collecting non-perishable food items for donation to the local food pantry.

Community Trick-or-Treating will be on Monday, October 31st, between 3:00 & 5:00 PM at downtown businesses, and from 4:00—6:00 PM at the Village Park. This is a unique way to enjoy Halloween in a safe environment. Costumed children 12 and under may trick-or-treat outdoors by going between downtown businesses (on Leonard Street) and booths set up in Village Park to get their bag filled with goodies. This event is co-sponsored with the West Salem Business Association. Village-wide trick-or-treating is from 4:00—8:00 PM.



Park Shelter Reservations. Our Village Park Shelter and the Lion's Shelter are in great demand for special events. Beginning Tuesday, January 3, 2017, the Village Administration office will again accept shelter reservations over the phone and in person for the coming year. New this year we are requiring the applicant to make the \$50 payment within ten (10) days to hold the shelter reservation. If payment is not received in that time frame, the shelter is again released for the next applicant. You are now able to view the "Park Shelter Reservation Calendar" on the Village website www.westsalemwi.com. You can check dates of availability prior to contacting us. The Shelter Reservation Form is also on the website for you to print, complete and return with your payment. Prior to your reserved use you will still need to stop in the Village Administration Office to pay the \$50 security deposit and pick up the key. The security deposit insures the key is returned and no damage has occurred to the shelter. If you need to cancel the reservation a full refund will be made if cancelled 14 days prior to the rented day. If less than 14 days, half of the fee will be refunded.



Village of West Salem
175 Leonard Street S.
West Salem, WI 54669

US POSTAGE PAID
WEST SALEM WI
PERMIT NO. 42



The General Election is Tuesday, November 8, 2016. Voting is at Village Hall from 7:00 AM to 8:00 PM. A photo ID is required. If you have not already registered to vote at your present address in the Village of West Salem, you can register ahead of time by stopping in during office hours. Proof of residence is required.

Local Postal Customer

WEST SALEM VILLAGE CONTACT INFO

HOURS: 8:00 a.m.—4:45 p.m.

PHONE: (608) 786-1858; FAX: (608) 786-1988

WEBSITE: www.westsalemwi.com

- Dennis Manthei, Village President — dmanthei@westsalemwi.com
- Teresa Schnitzler, Village Administrator — tschnitzler@westsalemwi.com
- Carrie Cooper, Deputy Clerk — cacooper@westsalemwi.com
- Scott Halbrucker, Director of Public Works — PHONE: (608) 786-2850; EMERGENCY: (608) 792-3395
publicworks@westsalemwi.com
- Charles Ashbeck, Chief of Police — PHONE: (608) 786-0407; EMERGENCY: 911
cashbeck@westsalempolice.org
- Michelle Czerwan, Director of Parks & Rec — PHONE: (608) 786-0222;
mczerwan@westsalemwi.com
- Randy Sullivan, Building Inspector — PHONE: (608) 487-1514

The Village of West Salem Board of Trustees meet each month on the 1st and 3rd Tuesdays, at 7:00 p.m. in the Community Center Meeting Room.

There is a drop-box on the Elm Street side of Village Hall for all Departments. Items such as utility payments, parking tickets, and parks & rec. registrations can be put in the drop-box after hours.