

Regular Board Meeting

January 16, 2018

Meeting called to order at 7:00 p.m. by Village Administrator Teresa Schnitzler. Trustees present: Brown, Hennessey, Lautz, Leicht, and Schumacher. Excused: Manthei and Wee. Also present: Coulee News Special Correspondent Emily Staed, Village Attorney Bryant Klos, Police Chief Charles Ashbeck, Public Works Director Scott Halbrucker, and La Crosse County Deputy Treasurer Amy Twitchell. Ms. Twitchell introduced herself to the Village Board and those in attendance. She is running for election to the County Treasurer position.

Due to Village President Dennis Manthei's excused absence, motion by Trustee Hennessey, seconded by Trustee Brown to appoint Trustee James Leicht to preside over the regular meeting of the Board pursuant to Wis. Stat. Sec. 61.32. Roll call vote: Unanimous aye.

Minutes

Motion by Trustee Hennessey, seconded by Trustee Schumacher to approve the minutes of the January 2, 2018, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$2,688,010.10
<u>Water Utility:</u>	\$16,993.84
<u>Sewer Utility:</u>	\$15,065.69
<u>Storm Water Utility:</u>	\$3,354.35

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve the payment of all claims as listed. Roll call vote: Unanimous aye.

Temporary Class "B" Retailer's License

Motion by Trustee Hennessey, seconded by Trustee Schumacher to approve the issuance of a Temporary Class "B" Retailer's License to West Salem Volunteer Fire Department to hold the annual firefighter's dance on Saturday, May 5 through Sunday, May 6, 2018, at 100 South Mill Street. Roll call vote: Unanimous aye.

License Applications

Motion by Trustee Schumacher, seconded by Trustee Hennessey to approve the issuance of an Alcohol Beverage Retail License and a Cigarette License to Neshonoc Lakeside d/b/a Neshonoc Sports, 201 East City Highway 16. Roll call vote: Unanimous aye.

Alcohol Beverage License Application

Motion by Trustee Schumacher, seconded by Trustee Leicht approve the issuance of Alcohol Beverage Licenses to Jacob E. Eckelberg, Jayme M. Flaig, Amy S. Hass, Susan E. Uss, and Cory A. Vieth. Roll call vote: Unanimous aye.

Planning Commission

Trustee Schumacher reported on the January 8, 2018, Planning Commission meeting. The purpose of the Planning Commission meeting was review for possible recommendation to the Village Board a conditional use permit and a Certified Survey Map, and to receive a proposal from Fred Hilby for annexation of land from the Town of Hamilton and residential developments on the eastern West Salem/Town of Hamilton municipal boundaries. The Commission reviewed a Conditional Use Permit Application submitted by the West Salem School District for installation of two new message display sign monuments and a new display board. The two new message display signs are proposed to be located on East Avenue for the middle school and on North Mark Street for the elementary school. The location of the West Salem High School display sign will not change. Message display signs require a conditional use permit for location in a Residential District. The Commission scheduled a public hearing on the Conditional Use Permit Application for Tuesday, January 30, 2018, at 5:00 p.m. with a Planning Commission meeting to follow. La Crosse County Planner Charlie Handy presented a proposed Certified Survey Map for a three-acre parcel adjacent to Identity Works on Industrial Drive. This parcel is directly south of the West Salem elevated water tower, and the Certified Survey Map notes the 30-foot wide utility easement. The Planning Commission unanimously recommended to the Village Board approve of the proposed Certified Survey Map. La Crosse Engineering Professional Engineer Fred Hilby presented a concept design for multi-family and residential developments on the far east side of the Village. Mr. Hilby stated this is not a formal proposal, but more of a conversation about annexation and his proposed developments. Mr. Hilby is aware of storm water drainage issues on Industrial Drive and that extending Industrial Drive to its end with storm water improvements will be necessary. He is proposing the Village consider an overlay tax incremental financing district to fund the storm water improvements and Industrial Drive extension to his proposed multi-family development at the southeast corner of the county farm property. In addition, Mr. Hilby would like the Village to allow annexation of 36 acres of the Shorewood Addition Phase II (Appleshore Properties) into the Village. This 36 acres plus 14 acres along the railroad tracks which is already within the Village limits would be developed into roughly 75 residential lots. There are drainage issues affecting Linse Road in the Town of Hamilton and secondary access out of the present residential development has been requested by the Town of Hamilton. Mr. Hilby has storm water easements from La Crosse County, and he has designed drainage swales through the residential developments. Attorney Klos explained the present status and projections of the Lakeview Business Park TIF. La Crosse County expects projects in process in the Business Park to generate an additional \$200,000 in incremental revenues over the remaining life of the TIF. This is in addition to the previously projected \$402,000 surplus. The TIF is allowed to incur costs for an additional three years through December 31, 2021, and the TIF should expire in January of 2027. Mr. Hilby is proposing an overlay TIF to the boundary of his development. The overlay TIF would include undeveloped County land and residential developments and to then use the increment from the values to fund Industrial Drive

improvements. Attorney Klos stated the Village should make certain that whatever is done to correct the storm water drainage on Industrial Drive is done correctly before extending Industrial Drive to its end. Because this may include placing additional drainage capacity in the last section of Industrial Drive beyond what was initially designed and planned, Attorney Klos recommended a storm water study be conducted in order to learn how to remedy this issue. The Utilities Committee is scheduled to meet on Wednesday, January 10 to discuss this matter. The costs and how to fund a storm water study will be discussed at this meeting. The Commission asked how the Town of Hamilton feels about Mr. Hilby's proposals. Town Chair Blaine Lee explained the Town reviewed Mr. Hilby's proposed residential development off Linse Road last year. The lack of a secondary access to the development was a concern and storm water drainage was a significant issue as there are many problems with water in the development. Mr. Lee stated the Town of Hamilton will exercise extra-territorial plat review when a preliminary plat is presented to the Village. The Commission discussed potential taxpayer objections to a new tax incremental financing district for residential development. Mr. Hilby projects the multi-family development could generate \$19,100,000 in new assessed value for the Village, and the annexed, 75 single-family residences would add total assessed value of \$17,625,000 to the Village tax base. The Commission and Mr. Hilby agreed to meet again next month after a storm water study has been discussed.

Motion by Trustee Schumacher, seconded by Trustee Lautz to approve the minutes of the January 8, 2018, Planning Commission meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Hennessey to approve the Certified Survey Map submitted by La Crosse County Economic Development Fund. Roll call vote: Unanimous aye.

Utilities Committee

Trustee Schumacher reported on the January 10, 2018, Utilities Committee meeting. The purpose of the meeting was to discuss the proposed Wastewater Treatment Facility Plan document and review proposed options for Lakeview Business Park storm water conveyance issues. Engineer Dave Sauer presented the draft Wastewater Treatment Facility and Phosphorus Facility Plan prepared in compliance with Chapter NR110. The plan sets forth a review of existing conditions and present operations of the wastewater treatment plant, evaluates long-term needs, and develops a plan to provide economical and reliable future wastewater services. A 20-year design period has been used in the facilities plan with the design period extending through 2036. West Salem is facing a new proposed water quality based effluent limit for total phosphorus of 0.100 mg/L expressed as a six-month average and a mass limit of 0.40 lbs./day. In June of 2017, the Utilities Committee recommended options for upgrades to the existing facility and phosphorus limit compliance alternatives, including:

- Biological phosphorus removal;
- Cerium chloride/earth metal chemical addition;
- Tertiary filtration;
- Non-point water quality trading;
- Adaptive management; and
- Multi-discharger variance.

When the facility plan is finalized, it will be submitted to the Wisconsin Department of Natural Resources and a public information meeting would then be scheduled. The rough timeline includes the first four years for design plans, three to four years of construction, and then compliance with the new phosphorus limit. The Committee discussed present flows compared to twenty-two years ago, and flows today are less than reported in 1996. Timelines included in the facility plan are guidelines. The Committee favored continuation of chemical treatment until capacity issues require upgrade and new construction at the facility. The Committee discussed non-point phosphorus trading credits with Lake District Chair James Leicht. The Lake District has \$1 million to put toward lake dredging, and the timeline for lake dredging has moved up due to the flooding last July. Contributions from the Sewer Utility to lake dredging costs would expand the work that could be done. Corrections and revisions to the draft facility plan were recommended and noted by Dave Sauer. The Committee authorized Dave Sauer to make the changes to the facility plan as discussed and submit the final plan to the Wisconsin Department of Natural Resources for review and schedule a public information meeting. Storm water conveyance has become an issue off Industrial Drive, and proposals and funding options were discussed. Dave Sauer reviewed other options along with installing another storm water pipe on the north side of Industrial Drive. The additional storm pipe on the north side would have to go in under all the service laterals to avoid conflicts. The discharge end of the pipe would be lower than the existing ditch elevation at the end of Industrial Drive and then would not drain. Mr. Sauer also looked at putting in a ditch along the north side of the road to carry away the excess water. The current street rises 7.32 feet from the low point to the high point which would cause the same set of conflicts with the laterals and the ditch depth at the far east end becomes 11 to 15 feet too deep. Therefore, this is not an option either. Mr. Sauer believes the best option is to modify the end piece of the existing 72-inch storm sewer by lowering it at least 5 feet and excavating the ditch 5 feet deeper going out 1,275 linear feet to the storm water bowl. This cut would go to about the top of the existing 72-inch pipe which stops at the end of Industrial Drive. Water would be released sooner under high flows and should avoid the short-term flooding issues. The 12-inch pipe would still be used to empty the 72-inch pipe. This excavation would not be a throw-away if the excavated material was left on site. The excavated material would be used when the 72-inch pipe is extended and Industrial Drive is extended. An estimated cost for the excavation is \$120,000. Last November, Mr. Sauer outlined three options and cost estimates to revise storm water conveyance. Option 1 was to lower the current ditch to the invert elevation of the existing 72-inch diameter storm pipe for the entire 1,275 linear feet to the bowl for a cost of \$225,000. Option 2 included lowering the current ditch to the existing invert elevation of the 72-inch diameter storm pipe and installing 72-inch, 84-inch, and 96-inch diameter storm pipe and then covering the storm pipe to an elevation where the ditch would still be able to flow by gravity during a high flow event, if needed. The cost estimate for this option is \$675,000. The third option builds on option 2 by building out the street, water, and sanitary sewer utilities at a cost estimate of \$975,000. La Crosse County has provided a status report on current and pending sales of land in the business park. Two acres were sold to Identity Works and its expanded facility is now complete. La Crosse County has accepted an offer on a three-acre parcel immediately east of the Identify Works parcel with Nesnah Ventures, LLC with construction to begin this spring. An offer has also been accepted to purchase an additional three-acre parcel immediately east of the Nesnah Ventures parcel, and construction on this lot would also begin in the spring. The current tax incremental

financing revenue sharing agreement pledges 100 percent of the increment revenues to La Crosse County until all of the County's costs are paid back. If the Village were to incur additional costs for the TIF, Village reimbursement would come toward the end of the TIF life. La Crosse County expects the projects in progress to generate an additional \$200,000 in incremental revenues over the remaining life of the TIF. This would be in addition to the previously projected \$400,000 surplus. The \$400,000 surplus assumes that the Identify Works expansion and the BTS Group development both deliver the additional value La Crosse County has projected. If the two offers to purchase in progress move forward, the new value is estimated to be just over \$1.5 million. Full assessment would be realized in 2019 for 2020 tax payments. The TIF is due to expire in 2027. Before any storm water design is attempted, the Committee felt it is important to obtain a storm water study of the entire area south of East Garland Street extended. Mr. Sauer was directed to submit a cost proposal for a storm water study and determine how much time is needed to prepare the storm water study.

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the minutes of the January 10, 2018, Utilities Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Lautz, seconded by Trustee Hennessey to adjourn the meeting at 7:48 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator