

Regular Board Meeting

January 21, 2014

Meeting called to order at 7:00 p.m. by Village Administrator Teresa Schnitzler. Trustees present: Baltz, Koelbl, Lautz, Schumacher, and Wehrs. Excused: Manthei and Leicht. Also present: Public Works Director Scott Halbrucker, Police Chief Charles Ashbeck, and Village Administrator Teresa Schnitzler.

Due to Village President Dennis Manthei's excused absence, the first order of business was to approve the appointment of a Village Board Trustee to preside over the regular meeting of the Board pursuant to Wis. Stat. Sec. 61.32

Motion by Trustee Baltz, seconded by Trustee Schumacher to appoint Trustee Wehrs to preside over the Village Board meeting. Roll call vote: Unanimous aye.

Minutes

Motion by Trustee Lautz, seconded by Trustee Koelbl to approve the minutes of the January 7, 2014, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$70,710.14
<u>Water Utility:</u>	\$11,177.72
<u>Sewer Utility:</u>	\$13,437.10
<u>Storm Water Utility:</u>	\$1,589.60

Motion by Trustee Schumacher, seconded by Trustee Koelbl to approve the payment of all claims as listed. Roll call vote: Baltz – present; remainder of Board - aye. Motion approved.

Alcohol Beverage License Applications

Motion by Trustee Schumacher, seconded by Trustee Koelbl to approve issuance of alcohol beverage licenses to Cassandra Marie Parsons and Olivia E. Schomberg. Roll call vote: Baltz – abstain; remainder of Board – aye. Motion approved.

Capital Improvement Planning Committee

Trustee Lautz reported on the January 8, 2014, Capital Improvement Planning Committee meeting. The purpose of the meeting was to continue the review summaries of all department projects and establishing priorities of all department projects for the next three to five years, discuss recommendations to the Village Board, and discuss information distribution to taxpayers and public. As part of the capital improvement planning effort, the Committee interviewed department heads to review and research projects for a capital improvement plan recommendation. Karl Green presented an updated West Salem Capital Improvement Plan Project List spreadsheet. The

spreadsheet included columns for all four departments, the project items as identified by the Committee, a project name, the justification for the project, funding priority, an estimated cost, and a column for a proposed year for the project to be completed. Discussion was had regarding community center building security and safety violations, storage needs, meeting room requirements, and the possibility of a feasibility study and building audit proposal. It was noted the recreation department's space needs should be broken down as programming space, storage space, and office space. Trustee Merlin Wehrs addressed the Committee regarding West Salem Fire Protection District future considerations. Mr. Wehrs stated that when West Salem's population is at 5,000 residents, a full time firefighter will be required to staff the fire station. In addition, he wanted the Committee to know the fire department is going to need a ladder truck due to several new building heights within the West Salem Fire Protection District. The Committee requested legal opinion to learn what West Salem's requirements are regarding fire protection when the population mark is 5,000 and taking into account the fact we are working with a volunteer fire department serving three municipalities. Mr. Wehrs also stressed we are to work with the Fire District Board. The last department listed on the spreadsheet is the Public Works Department. The Committee had discussed public works and utility projects at prior meetings but decided to postpone the rest of this discussion. The Committee would like Public Works Director Scott Halbrucker to attend the next meeting of the Committee scheduled for Wednesday, January 22, 2014, at 4:30 p.m. The inventory of General Levy funded public works department equipment, buildings, and infrastructure will be reviewed and prioritized. Karl Green will update the project list spreadsheet to add recommendations made at this meeting, and he will forward same to the Committee prior to the next meeting.

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve the minutes of the Capital Improvement Planning Committee meeting held on January 8, 2014. Roll call vote: Unanimous aye.

Trustee Wehrs explained to the Board he is not certain of West Salem's obligations once its population reaches 5,000 residents, but he stressed the fact the Village needs to consider this possibility during its future planning activities.

Motion by Trustee Wehrs, seconded by Trustee Schumacher to have the Village Administrator write a letter to the West Salem Fire Protection District requesting it provide a legal opinion on when West Salem must have a full time firefighter on staff and to submit a five to ten year plan on the West Salem Fire Protection needs. Roll call vote: Unanimous aye.

The Village Board discussed bid considerations for garbage and recycling contracted services. The Board felt it would be useful to form a committee to research, acquire information, and ultimately make recommendations to the Village Board. This item will be discussed at the February 4, 2014, Village Board meeting.

Motion by Trustee Koelbl, seconded by Trustee Schumacher to adjourn the meeting at 7:22 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator