

## Regular Board Meeting

March 17, 2009

Meeting called to order at 7:30 p.m. by President Manthei. Trustees present: Engel, Hanson, Harold, Hoffman, Leicht, and Wehrs. Also present: Police Chief Charles Ashbeck, La Crosse County Supervisor Ray Ebert, Scott Schumacher, and Village Administrator Teresa Schnitzler.

### Minutes

Motion by Trustee Harold, seconded by Trustee Leicht to approve the minutes of the March 3, 2009, Regular Board meeting with one typographical correction. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$61,461.45
<u>Water Utility:</u>	\$13,133.31
<u>Sewer Utility:</u>	\$25,385.07
<u>Storm Water Utility:</u>	\$85.19

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

### Special Event Application

West Salem Youth Hockey applied for a special event application in order to hold a street dance on May 24, 2009, on South Leonard Street from Memorial Drive to Elm Street.

Motion by Trustee Leicht, seconded by Trustee Harold to approve the special event application. Roll call vote: Unanimous aye.

### Temporary Class "B" (Picnic) License

Motion by Trustee Leicht, seconded by Trustee Engel to refer the application back to Heidi Brown for clarification of the location and the time requested and to suggest a 12:00 midnight closing time. Roll call vote: Unanimous aye.

### Bicycle and Pedestrian Ad Hoc Committee

Trustee Harold reported on the March 2, 2009, Bicycle and Pedestrian Ad Hoc Committee meeting. Trustee Harold had congratulated Ginny on the birth of her daughter, Ava. She also congratulated Monte on being named "business person of the year". The Vision and Goals were for the Committee were tweaked. The goals will be prioritized at the next meeting. Celebrate West Salem was discussed. Ginny will bring

brochures and a display by Becky, her assistant, describing Safe Routes to School. Ginny will talk to Lisa Gerke about displaying the gold shoe that was given to the school last fall after their "walking bus". Helen will bring the map of West Salem streets showing the proposed bike trail. Charles Ashbeck announced that he will attend a meeting in Eau Claire in April about "Training the Trainer" regarding bike rodeos. Monte and Carl suggested talking with phy ed. teachers about working some bike & ped. safety issues into their plans without taking away from their regular curriculum. Assemblies do not work well for education according to Ginny. The next meeting will be April 6 at which time we will prioritize the goals and the issues from the biking and walking audit done last fall. Carl Wallace will not be able to attend the next meeting.

Motion by Trustee Harold, seconded by Trustee Engel to approve the minutes of the March 2, 2009, Bicycle and Pedestrian Ad Hoc Committee meeting. Roll call vote: Unanimous aye.

#### Planning Commission Meeting

President Manthei reported on the March 2, 2009, Planning Commission public hearing and meeting. This hearing concerns a Conditional Use Permit Application submitted by Dennis Aspenson, Traditional Trades. Mr. Aspenson has applied for a conditional use permit to construct four 3-plexes on four residential lots presently zoned R-2 District. Several residents called Village Administrator Teresa Schnitzler to express their public comments on the conditional use permit application, and many residents attended the public hearing to express their comments and concerns regarding the conditional use permit application. Dennis Aspenson addressed the Commission in support of his conditional use permit application. The public hearing was adjourned, and the regular meeting called to order. Attorney Bryant Klos addressed the Commission regarding the conditional use permit application submitted by Dennis Aspenson. Mr. Klos clarified the application is for a conditional use in an R-2 District for the construction of townhouses, not a change of zoning. Townhouses require each unit to be separated by a common wall, and square footage and lot sizes are specified in the Code of Ordinances. Neshonoc Lake Addition is subject to deed restrictions put in place by Neshonoc LLC. Mr. Aspenson will need to obtain Village approval for the conditional use requested with whatever conditions the Village wishes to place on the permit. In addition, Mr. Aspenson will need to have the deed restrictions amended and a majority of the current lot owners' agreement. Attorney Klos cited traffic concerns in the area the conditional use permit is being requested. North Mill Street is zoned Commercial on one side and Residential on the other side. Entrances on the turn of North Mill Street create potential risks, and the more entrances, the higher the risk. Lot size should also be a consideration of the Commission. Village Ordinances mandate 8,000 square feet for one-family residences. The 3-plexes provide 13,000 square feet for three families. Attorney Klos felt the Commission had three options: 1) Deny the application based on lot size and traffic concerns; 2) Approve the application with specific conditions to be met; or 3) take the application under advisement. Commission members questioned the value of adding only two extra residential units with this application, economic conditions affecting home sales, and expressed concerns on how the homeowners will be affected by amending the restrictive covenants. The lack of green space and age restrictions were discussed. Commission members felt if the restrictive covenant issue is not resolved, a conditional use permit application should not be considered. The Planning Commission recommended denial of the conditional use permit application.

The West Salem Comprehensive Plan was adopted in March of 2008. The Commission agreed the Plan should be reviewed for any revisions, changes, or additions needed. Attorney Klos discussed La Crosse County's concept plan for the County farm. He is concerned with the number of alleys, and, in some cases, alley access being the only access. Maintenance, emergency services, and public works service to residential areas with narrow streets should also be thoroughly discussed. The Commission will meet on Monday, March 23, to review and discuss Chapters 1 through 3 of the Comprehensive Plan.

Motion by President Manthei, seconded by Trustee Engel to approve the Planning Commission Public Hearing and Meeting minutes of March 3, 2009. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

### Utilities Committee

Trustee Engel reported on the March 5, 2009, Utilities Committee meeting. Attorney Klos sent a proposal to the Harter family setting forth terms, conditions, and proposed cost estimates to implement storm water management at the Faye Drive storm water ditch, the end result being the Harter family would be released from future responsibility and maintenance of the ditch. The Harter family stated the funds requested of the family are too high, and they will honor their obligation for erosion control and maintenance of the ditch only. The Committee recommended referring the matter to Attorney Klos for further review and recommendation. Dean Olson presented the Committee with a proposed storm water plan to capture Village water currently running onto Christ St. John's property and re-direct runoff to a new inlet grate. The project will be advertised and bid with the 2009 street capital projects. Attorney Klos is preparing a proposed agreement between Christ St. Johns and the Village. The Safe Water Drinking Loan closing date is April 22, 2009. Dennis Manthei and Teresa Schnitzler executed documents last week extending the Village's line of credit with the local banks to April 24, giving adequate time to wire transfer funds from the State to the Bank after closing. Ms. Schnitzler has been in communication and has been exchanging documents with the State Finance Office, Union State Bank, Foth Infrastructure, and the Department of Natural Resources. The Village has discontinued draws on this line of credit so final closing documents can be prepared. The Village has utilized slightly over \$1 million of the \$2 million authorized. A new bank account has been established to receive the State wire transfers, and claims will be paid out of this account until the completion of the project. Scott Halbrucker informed the Committee letters were sent to fifteen area farmers, and a notice of an informational meeting on March 5, 2009, published in The Coulee News. The purpose of the informational meeting is to give farmers an opportunity to receive sludge from the Village, relay nutrient information, and to answer any questions. Engineer Dave Sauer has prepared brochures to hand out at the meeting and to use for future mailings. Scott Halbrucker stated Prince of Peace church objects to the storm water utility charge billed on February 1. The church was assured annexing to the Village would not cost the organization, and the church does not intend to pay the storm water charges. The Farmers Co-op and Mr. Halbrucker have reviewed several Co-op properties for possible adjustments and/or credits. The area the Village utilizes for snow storage during the winter months was discussed, and the Committee instructed Mr. Halbrucker to inform the Co-op the charges will remain, and if the Co-op wishes to charge the Village rent for the area used for snow storage, it should do so. Attorney Klos advised the storm water adjustment and credit

considerations should be consistent, a log should be kept stating facts of the consideration, and pictures should be taken and filed.

Motion by Trustee Engel, seconded by Trustee Hoffman to approve the Utilities Committee meeting minutes of March 5, 2009. Roll call vote: Unanimous aye.

#### Finance and Personnel Committee

Trustee Hoffman reported on the Finance and Personnel Committee meeting held on March 10, 2009. Diana Engel reviewed heating bills for the library for a four-month period November 2007 through February 2008 and the four-month period November 2008 through February 2009. The heating costs were \$39 higher for this year versus last year. The Committee reviewed three proposals received for replacement of the boiler system, proposals for installing two, smaller boiler system units, and option proposals for a glycol system and an alarm system. The proposals received totaled as follows:

- Bernie Buchner, Inc. – One boiler unit - \$18,407; two boiler units - \$22,157
- G & T Heating – One boiler unit - \$18,200; two boiler units - \$24,950
- Hengel Brothers, Inc. – One boiler unit - \$19,698; two boiler units - \$26,273

The Committee recommended letting the bid proposal to G & T Heating and Air Conditioning, LLC for one boiler system, an alarm system, and the glycol component for a total of \$18,200.00. The Committee also recommended paying for the new boiler system from the insurance recovery of \$10,440.00 and the remainder from the donations account. The Committee would like to know how the roof top units are activated, and if the roof top back up units can be thermostatically activated. The Committee then convened in closed session for consideration of employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as authorized by Wis. Stat. Sec. 19.85(1)(c), to-wit: Performance Evaluations.

Motion by Trustee Hoffman, seconded by Trustee Leicht to approve the meeting minutes of the March 10, 2009, Finance and Personnel Committee. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

Motion by Trustee Hoffman, seconded by Trustee Engel to accept the low bid received from G & T Heating and Air Conditioning in the amount of \$18,200 for replacement of the library boiler system. Roll call vote: Unanimous aye.

#### Operator's License Applications

Motion by Trustee Harold, seconded by Trustee Wehrs to approve operator's license applications for Hannah R. Bigjohn and Melissa A. Callan. Roll call vote: Unanimous aye.

#### Change of Date for April 7, 2009, Board Meeting

Motion by Trustee Hoffman, seconded by Trustee Harold for the Village Board to meet on April 6, 2009, if the Safe Water Drinking Loan Fund documents and bond counsel accommodations can be accomplished. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Engel to adjourn the meeting at 7:54 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator