

Regular Board Meeting

May 17, 2016

Meeting called to order at 7:00 p.m. by Village President, Dennis Manthei. Trustees present: Brown, Deal, Hennessey, Lautz, Leicht, and Schumacher. Also present: Public Works Director Scott Halbrucker, Coulee News Special Correspondent Emily Staed, Recreation Director Michelle Czerwan, Police Chief Charles Ashbeck, and Village Administrator Teresa Schnitzler.

Proclamation

President Manthei read a Proclamation in honor of National Police Week.

WHEREAS, Congress and the President of the United States have designated May 15, 2016, as Peace Officers' Memorial Day, and the week in which May 15th falls as National Police Week; and

WHEREAS, Law Enforcement Officers are the guardians of life and property, defenders of the individual right to be free, warriors in the war against crime, and dedicated to the preservation of life, liberty, and the pursuit of happiness; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men of the law enforcement agency of the Village of West Salem unceasingly provide a vital public service;

NOW, THEREFORE, I, Dennis Manthei, by virtue of the authority in me vested as President of the Village of West Salem, in recognition thereof, do hereby call upon all citizens of West Salem and upon all patriotic, civic, and educational organizations to observe the week of May 15 through May 21, 2016, as National Police Week in which all of us commemorate law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and securities of all citizens.

I FURTHER call upon all citizens of the Village of West Salem to observe the 15th of May of each year, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in the service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the corporate seal of the Village of West Salem, Wisconsin, to be affixed this 17th day of May, 2016.

(SEAL)

/s/

Dennis Manthei, President
Village of West Salem, Wisconsin

Minutes

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the May 3, 2016, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

General Fund:

\$61,874.48

<u>Water Utility:</u>	\$9,829.15
<u>Sewer Utility:</u>	\$20,554.11
<u>Storm Water Utility:</u>	\$10,570.42

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

Speed Data on County Road B/West Elm Street

Police Chief Ashbeck distributed summaries from the speed enforcement trailer of the number of vehicles and the speed of each vehicle, all recorded on an hourly basis over the time period April 11 through May 2, 2016. Chief Ashbeck also summarized data from May 3 through May 17, 2016. During the May 3 through May 17 time period, law enforcement was increased on West Elm Street with warnings given and tickets written. The analysis was completed for eastbound traffic, and the speed enforcement trailer was located within the 25 miles per hour section entering the Village on West Elm Street. A total of 59,093 vehicles traveled east on West Elm Street from April 11 through May 17. The highest speed recorded was 60 miles per hour. The average speed over the 36-day period was 26 miles per hour. The results indicate 85 percent of traffic was recorded at or below 29 miles per hour. Only 13 percent of the traffic was recorded traveling over 31 miles per hour. This data does not support a speed issue on West Elm Street. Chief Ashbeck offered to place the trailer on West Elm Street to record traffic speeds for westbound vehicles, and the Village Board supported this suggestion. Chief Ashbeck will report the results at a future Board meeting.

Update on Onalaska Utilities/Mass Transit Committee

Trustee Brown reported on the May 4, 2016, Utilities Committee/Mass Transit meeting. March 2016 statistics indicate West Salem ridership was 289 fewer than in March of 2015. The decrease in ridership may be due to the surrounding area of the Town of Hamilton is no longer being serviced by the program. The Onalaska Finance Director sent letters to the area towns asking if there is an interest in joining the public transit program and setting forth the financial obligations. A request for proposals will be sent out in June after the towns are given time to respond. Fares are proposed to increase 25 cents effective January 1, 2017. Trustee Brown noted that the City of Onalaska had the sixth-highest fare box as a percentage of expenses out of 24 communities. Local share is 16.5 percent and only six communities had a lower local share.

Alcohol Beverage License Application

Motion by Trustee Schumacher, seconded by Trustee Hennessey to approve the issuance of an alcohol beverage license to Stephanie A. Clements. Roll call vote: Unanimous aye.

June Dairy Days Fun Run

Kristine Alumbaugh, on behalf of June Dairy Days, submitted a Special Event Application three hours before the Village Board meeting. The Village Board agreed to act on the Application despite the fact it was not included on the Village Board agenda. The fun run is scheduled for Saturday, June 4, and Chief Ashbeck noted the start time

is not consistent with prior years, and there was no planned route for the fun run submitted.

Motion by President Manthei, seconded by Trustee Leicht to approve the Special Event Application contingent upon satisfactory submission of the missing information and clarification of the start and end times. Roll call vote: Brown – abstain; remainder of Board – aye. Motion approved.

June Dairy Days Parade

A Special Event Application was not received from the June Dairy Days Committee, but it can be assumed the parade is scheduled to take place again this year on Saturday, June 4, 2016. Therefore, Chief Ashbeck requested the Village Board authorize him to approve the application when it has been submitted by the June Dairy Days Committee.

Motion by President Manthei, seconded by Trustee Deal to approve a special event for the annual June Dairy Days parade scheduled for 12:00 p.m. on Saturday, June 4, 2016, contingent upon all requirements being met, permit fee paid, and a parade route being approved by the Police Chief. Roll call vote: Brown – abstain; remainder of Board – aye. Motion approved.

Utilities Committee

Trustee Schumacher reported on the May 9, 2016, Utilities Committee meeting. The purpose of the meeting was to review with recommendation to the Village Board a 2016 Public Service Commission simplified rate case application, phosphorus removal requirements and future treatment plant expansion update, and review a proposed Elm Street storm sewer drainage ditch rehabilitation plan. Teresa Schnitzler informed the Committee the Public Service Commission has determined the 2016 rate increase factor and the overall rate of return that should be used in a Simplified Rate Case Application. Increase factors and benchmark rates of return are revised annually on March 1. After the filing of West Salem's annual Public Service Commission Annual Report, the application for a simplified rate increase of three percent was drafted. West Salem financially qualifies for an increase of the standard three percent. The Committee noted a full rate increase is professionally prepared at an estimated cost of \$6,000, and the last full rate increase was in January of 2009. The Notice of Rate Increase recommended by the Public Service Commission states the increase is necessary to reduce the existing deficiency in present rates, and rate increases granted under Wis. Stat. 196.193 do not require a public hearing. The Public Service Commission recommends municipalities utilize the Simplified Rate Case Application annually, and Village Engineer Dave Sauer stated the Public Service Commission prefers municipalities file for the annual simplified rate case increase to keep ahead of the costs of operating the utility. The present user fee rate is \$2.28 per thousand gallons of water used. The new, proposed rate would be \$2.35 per thousand gallons of water used. The present fixed base rate is \$9.84 per quarter, and the new base charge would be \$10.14 per quarter. A quarterly water usage of 12,000 gallons would go from \$37.32 per quarter to \$38.46 per quarter raising water revenue from sales by \$20,168 per year. The quarterly public fire protection charge would also increase three percent from \$25.08 to \$25.83. Ms. Schnitzler recommended the increase go into effect as of July 22, 2016, and the increase would then appear on the November 1 regular water bills. The Committee recommended to the Village Board approval of the filing of a three

percent Simplified Rate Case Application with the increase effective as of July 22, 2016. The Wisconsin Department of Natural Resources regulates the discharge of pollutants to waters of the State through the Wisconsin Pollutant Discharge Elimination System (WPDES) Program. Wastewater permits contain all of the monitoring requirements, special reports, and compliance schedules appropriate to each facility. Permits are issued for a five-year term. West Salem's permit was renewed July 1, 2015, and expires June 30, 2020. Dave Sauer stated the first 25 pages of the permit set forth terms and conditions and requirements the West Salem Waste Water Treatment Plant must follow and program standards which must be met. One of the requirements the Village must meet are the phosphorus water quality based effluent limitations. The interim limit for phosphorus is 1.0 mg/1 monthly average and is effective through the permit term. The final water quality based effluent limits for phosphorus are 0.100 mg/L, 0.40 lbs/day 6-monthly averages and 0.300 mg/L monthly average unless certain applications are applied for or the DNR modifies the next permit. The new limits must be met effective July 1, 2024. Mr. Sauer explained there are alternative approaches to meeting the new phosphorus compliance limits. Public Works Director Scott Halbrucker has just begun adding a Sorbex (cerium chloride) treatment process to the system. Sorbex is an earth salt solution developed specifically for rapid and stable precipitation of phosphorus in municipal wastewater facilities. Sorbex has been successful in reducing phosphorus levels in municipal plant effluent waste streams, and as a result, less chemical sludge is generated in the treatment process. Another option to meeting the new requirements is to add more tankage at the treatment plant. In the late 1990's when the original treatment plant was constructed, the decision was made at that time to add chemicals to the treatment process instead of utilizing biological phosphorus removal. Mr. Sauer presented treatment plant upgrade options to the Committee which would take place in two stages over time. Any future upgrades to the plant need to be aimed at improving total phosphorus removal and increasing BOD treatment capacity as well. The plant will eventually need to be expanded to treat increased flows from additional growth. The first stage will focus on the immediate concerns of improving total phosphorus removal. The second stage would increase the overall capacity of the treatment facility in the future. It should be noted the DNR will also be evaluating West Salem's treatment plant on a basis of flow, BOD loading, and TSS loading to determine when other modifications may be necessary to increase treatment capacity for future growth within the Village. Additionally, rather than upgrading the treatment facility, the Village may use water quality trading or a watershed adaptive management option to achieve compliance. A combination of a facility upgrade, water quality trading, and watershed adaptive managements may also be used. Mr. Sauer has discussed with La Crosse County and the Neshonoc Lake District stream bank stabilization, at grade dam structures, storm sewer upgrades, and Lake Neshonoc dredging projects. Water quality trading projects are eligible projects to receive phosphorus credits. The DNR requires a trading ratio between 2:1 and 3:1. This means for every pound of required phosphorus reduction at the treatment facility, there must be two to three pounds of non-point phosphorus reduction which will be traded for. This option does involving expending funds on treatment in areas outside of the Village limits, but the projects do affect the Village treatment facility. Other taxing entities could be asked to assist in this funding as well. Mr. Sauer distributed a draft Wastewater Treatment Facility Phosphorus Facility Plan. A progress report concerning a final plan will be submitted to the Wisconsin Department of Natural Resources by July 1, 2016, to meet permit requirements. A proposed, final plan is anticipated to be submitted by December 2016.

Mr. Sauer presented a storm sewer drainage ditch improvement plan for the Elm Street area. The proposed project area is 1,200 feet of ditch beginning at the intersection of Elm and Oak Streets going west. The first 700 feet of the project involves installing a storm sewer pipe, and the remaining approximately 500 feet of the ditch would be surface drainage as the DNR considers that section of the ditch a navigable stream. Proximity of the project to the CP Rail right-of-way, lack of construction easements to the project area, and access to the project area were discussed. Project costs are estimated at \$240,000. Since adjacent property owners will benefit from the upgrade, acquiring access and construction easements should not be an issue. The proposed work in the ditch area will allow future improvements to the intersection of Oak and Elm Streets to be made as the system is very shallow at this point and pipes are located inches under the blacktop. The storm sewer pipe needs to be lowered at least three feet in order to get under the sewer pipes. The Committee recommended meeting with property owners to explain the proposed project and negotiate construction and access easements. The proposed ditch improvements are planned to be completed during 2017 with possible brush clearing to be done over the 2016/2017 winter season.

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the minutes of the May 9, 2016, Utilities Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Leicht to approve the filing of a three percent Simplified Rate Case Application with the increase effective as of July 22, 2016. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Hennessey to adjourn the meeting at 7:40 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator