

Regular Board Meeting

August 4, 2009

Meeting called to order at 7:30 p.m. by President Manthei. Trustees present: Engel, Hanson, Iverson, Koelbl, Leicht, and Wehrs. Also present: Police Chief Charles Ashbeck, Coulee News Correspondent Brad Bryan, Recreation Director Michelle Czerwan, School Board Member Tom Ward, La Crosse County Community Development Specialist Brian Fukuda, David Hundt, Tim Degenhardt, and Village Administrator Teresa Schnitzler.

Agenda Addition

President Manthei requested Board permission to add a Street Closing Request to the meeting agenda. With Board approval, the Street Closing Request will be taken up after consideration of the fundraiser recap and report.

Minutes

Motion by Trustee Engel, seconded by Trustee Leicht, to approve the minutes of the July 21, 2009, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$117,053.47
<u>Water Utility:</u>	\$16,210.90
<u>Sewer Utility:</u>	\$8,248.95
<u>Storm Water Utility:</u>	\$5,000.00

Motion by Trustee Engel, seconded by Trustee Wehrs to approve the payment of all claims as listed. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

West Salem Volunteer Emergency Services Fundraiser

David Hundt appeared before the Board to report on the results of the July 25, 2009, West Salem Volunteer Emergency Services Fundraiser. Mr. Hundt stated all expenses have not been paid yet, but the West Salem Volunteer Fire Department and the West Salem Emergency Medical Team should receive approximately \$3,000 each. Because of the success of the first fundraiser, Mr. Hundt stated it will be an annual event. Mr. Hundt also praised Recreation Director Michelle Czerwan and the Recreation Department for their efforts and work for the benefit of the event. Mr. Hundt informed the Board that its request for an accounting and report of the fundraiser was poorly received by the public and the emergency service volunteers.

Special Event Application

David Hundt informed the Board a Friends of West Salem Baseball fundraiser Street Dance will be held on Sunday, September 6, 2009, from 6:00 p.m. to 1:00 a.m. along with a flea market from 2:00 p.m. until approximately 7:00 p.m. Mr. Hundt requested South Leonard Street be closed for the Labor Day Street Dance from 6:00 p.m. to 1:00 a.m., and Memorial Drive from the alley to South Leonard Street be closed from 2:00 p.m. until 7:00 p.m.

Motion by Trustee Hanson, seconded by Trustee Wehrs to approve the street closing requests for South Leonard Street and Memorial Drive for the Labor Day Street Dance to be held on Sunday, September 6, 2009. Roll call vote: Unanimous aye.

Operator's Licenses Applications

Motion by Trustee Leicht, seconded by Trustee Iverson to approve operator's licenses for Heather Rae Schaffer, Sara M. Shelmidine, and Joshua Arthur Wierschke, and deny an operator's license to Laura Ann Dagensh. Roll call vote: Unanimous aye.

Street Committee

Trustee Leicht reported on the July 21, 2009, Street Committee meeting. The purpose of the meeting was a presentation and review of the West Salem School District Transportation Committee's proposal to close North Mark Street between 3:00 and 3:30 p.m. when school is in session. Linda Brown stated the area where busses are loaded has been a problem for many years. Fire lanes in front of the Elementary School and the Middle School are blocked by school busses waiting to load at the end of the school day, and traffic flow and student safety is an issue when the busses are departing. Mrs. Brown distributed two maps, one depicting the present arrangement at the schools, and the second outlining the Transportation Committee's proposal. The goal is to have the street closure in place and enforced prior to the start of school in September of 2009. The Transportation Committee has consulted with the Fire Department, First Responders, Village Administration, the West Salem Police Department, other municipalities, and the schools to form a proposal to close North Mark Street from East Hamlin south to just north of the entrance/exit driveway at the Elementary School parking lot. The School District would like to purchase gates and install cement posts. The gates would be secured in place when not in use. At 3:00 p.m., High School personnel would close the East Hamlin gate, and Elementary School personnel would close the gate near the entrance to the school parking lot. Both gates would remain closed to traffic with school personnel present at each gate until the busses are departing. Presently, busses are loaded at the Elementary School and Middle School fire lanes. The proposal would move the bus loading area to North Mark Street in front of the Elementary School. A cross walk would be installed near the High School on North Mark Street for student crossing, and the Village adult crossing guard would be moved to the south Elementary School parking lot entrance to facilitate safe student crossing. If an emergency response vehicle requires access to the schools via North Mark Street, school personnel would radio the incident to the others on outside bus loading duty and open the gates to provide passage. Under normal circumstances, closure would mean no vehicles will be permitted to move in this portion of North Mark Street during the thirty-minute period of time. The School District stated it would take complete control of the closed portion of North Mark Street during the closure period and be responsible for all costs incurred for both physical property required to enforce the closure as well as the manpower required to enforce the closure. Law enforcement

would only be requested in the case of a violation of the closure. The School District is also willing to execute an indemnity and hold harmless agreement with the Village regarding any and all property damage and personal injury liability. Attorney Klos informed the Committee an agreement between the Village and the School District should be drafted setting forth the terms of the closure and the duties and responsibilities of each party. In addition, an ordinance authorizing the street closure would require passage by the Village Board. Teresa Schnitzler felt snow removal issues will need to be worked out between the Public Works Department and the School District Maintenance Department. The School District proposed several boulevard areas be concrete in place of grass to facilitate efficient snow removal around the gated areas and to make student street crossings safer. The Committee recommended the Village Board approve the School District's proposal as presented to close North Mark Street from East Hamlin to just north of the Elementary School south parking lot entrance from 3:00 to 3:30 p.m. on days school is in session.

School District Board Member Tom Ward pointed out there are four days of planned school early releases, and a public awareness campaign would have to be implemented by the school district.

Motion by Trustee Leicht, seconded by Trustee Wehrs to approve the minutes of the July 21, 2009, Street Committee meeting. Roll call vote: Unanimous aye.

Planning Commission

President Manthei reported on the Planning Commission Public Hearing and Meeting held on July 28, 2009. The Commission reviewed the public notice for the public hearing on the Proposed Project Plan for Such Tax Incremental District. The proposed Amendment is to delete the Sprint property and land directly to the south from the district so as to shorten the projected payback of the financing district since the taxes on the property now go to the State and not the District since it now qualifies as a Telecommunications Company under State law. There were no citizens present to speak for or against the Proposed Amendment. The second public hearing concerned Ordinance No. 432, Annexation, which, if adopted, will annex 376 acres of land, more or less, by direct annexation. Village resident Ray Walter stated he was against the annexation because the annexation will increase taxpayer costs for schools, roads, and law enforcement, and the developer will reap the profit. Mr. Walter stated that he felt such a decision should be decided through a referendum or let Onalaska have the property. Jason Gilman, Land Use and Development Director for the City of Onalaska, indicated the Village should consider negotiating a boundary agreement with Onalaska before annexing the land. Mike Giese, Mayor for the City of Onalaska, stated prior actions of the Onalaska Common Council included comprehensive planning and it was not the intent of Onalaska to annex all of the subject land. Ron Hoyer, member of the Comprehensive Planning Committee for the Town of Hamilton, questioned whether the agricultural tax use penalty for the 376 acres of land would go to the Town of Hamilton or the Village of West Salem. After the Planning Commission meeting was convened, Brian Fukuda addressed the Commission regarding the TIF, stating it would be beneficial to both the Village and the County to approve the Proposed Amendment because it would shorten the District's existence to approximately 13 years. The Commission recommended approval of the Proposed Amendment to Tax Incremental District Number One, Village of West Salem, Wisconsin, and the Proposed Boundaries

Thereof and on the Proposed Project Plan for Such Tax Incremental District. The Commission then discussed Ordinance No. 432. Chair Dennis Manthei read a letter from Eric Ristey, President of the Prince of Peace Lutheran Church. Mr. Ristey expressed the Congregation of Prince of Peace voted to be part of the Village and are happy to be annexed into the Village of West Salem. Commission member Guthrie pointed out this annexation request is being made without any request to rezone from its current usage and there are no arrangements between the petitioners and the Village on any zoning change in the future. The Commission recommended approval of Ordinance No. 432, Annexation, which, if adopted, will annex 376 acres of land, more or less, by direct annexation.

Motion by President Manthei, seconded by Trustee Engel to approve the minutes of the July 28, 2009, Planning Commission meeting. Roll call vote: Hanson and Koelbl – nay; remainder of Board – aye. Motion approved.

Resolution 7.09

Motion by President Manthei, seconded by Trustee Leicht to approve Resolution 7.09 Approving Amendment of Tax Incremental Finance District Number One Village of West Salem, Wisconsin, and the Boundaries Thereof, and the Project Plan for Such Tax Incremental District. Roll call vote: Unanimous aye.

Economic Development Advisory Committee Meeting

Trustee Iverson reported on the August 3, 2009, Economic Development Advisory Committee meeting. The purpose of the meeting was to discuss planning and engineering firms for recommendation to the Street Committee and Village Board for approval on the Pathways Project. The Committee listed consultant firms utilized regularly by the Cities of La Crosse and Onalaska. Relying on the descriptions of the scopes of services provided, the Committee also compiled a list of Wisconsin Department of Transportation eligible engineering consultants. The Committee discussed with Scott Halbrucker the coordination of the Pathways project with 2010 budgeted street capital projects. For efficiency, Mr. Halbrucker suggested the consultant and engineer selected for the Pathways Project also be asked to submit a separate proposal for the Village 2010 street capital projects later in the year. The Pathways project includes new sidewalk installation from Elm Street to Jefferson Street as well. The Committee reviewed and recommended twelve firms, giving consideration to disadvantaged business enterprises. A letter with the Pathways project narrative and conceptual map will be sent to each firm requesting the firm's qualifications and the firm's ability to take on this project. The Committee felt a deadline of three weeks for return of the information was sufficient. The Committee recommended to the Street Committee a letter be sent to the following firms requesting each firm's qualifications and the firm's ability to undertake the Pathways project and requesting a return reply by August 31, 2009: Ayres Associates, Inc., Cedar Corporation, CWE, Inc., DAAR Engineering, Inc., Foth Infrastructure & Environment, LLC, Jewell Associates Engineers, Inc., KL Engineering, Inc., MSA Professional Services, Inc., Schreiber/Anderson Associates, Short Elliott Hendrickson, Inc., Smith Group JJR, LLC, and Strand Associates, Inc. Consulting Engineers. The Street Committee will be contacted to schedule a meeting to review and approve the recommendations of this Committee and for recommendation to the Village Board.

Motion by Trustee Koelbl, seconded by Trustee Wehrs to approve the minutes of the Economic Development Advisory Committee meeting of August 3, 2009. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

Planning Commission

President Manthei reported on the August 4, 2009, Planning Commission meeting. The purpose of the Planning Commission meeting was to review for approval a Certified Survey Map submitted by Bethany St. Joseph Corporation. The Certified Survey Map will consolidate Lot 1 and Lot 2 on North Mill Street into one parcel. Mr. Rand stated the purpose for combining Lots 1 and 2 is due to building code setbacks and the size of the new building. The two buildings will not be connected. The Corporation plans to begin construction around Labor Day with completion in the Spring of 2010. Commission members inquired about safety issues involved in maintaining the present driveway between the two buildings. Mr. Rand stated the Corporation is considering closing the driveway just past the east parking lot, but a final decision has not been made. The Commission recommended approval of the Certified Survey Map submitted by Bethany St. Joseph Corporation consolidating Lots 1 and 2 as presented with the recommendation the driveway be closed between the buildings.

Motion by President Manthei, seconded by Trustee Engel to approve the minutes of the August 4, 2009, Planning Commission meeting. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Engel to adjourn the meeting at 8:17 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator