

Public Hearing
Ordinance No. 427 – Criminal Background Investigations

August 5, 2008

Hearing called to order at 7:20 p.m. by President Manthei. Trustees present: Engel, Hanson, Harold, Hoffman, Leicht, and Wehrs. Also present: Coulee News Reporter Brad Bryan, Public Works Director Scott Halbrucker, Engineer Dean Olson, and Village Administrator Teresa Schnitzler.

This Ordinance, if adopted, will authorize background investigations (including criminal history and traffic history) by the Village of West Salem for all applicants for employment, volunteer positions, all liquor license applications, and operator's license applications and/or renewals.

There were no citizens present to speak for or against the proposed Ordinance.

Motion by Trustee Leicht, seconded by Trustee Engel to adjourn the public hearing at 7:23 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator

Regular Board Meeting

August 5, 2008

Meeting called to order at 7:30 p.m. by President Manthei. Trustees present: Engel, Hanson, Harold, Hoffman, Leicht, and Wehrs. Also present: Coulee News Reporter Brad Bryan, Public Works Director Scott Halbrucker, Engineer Dean Olson, Dave Hundt, Greg Mooney, Tim Groth, Sue Lynch, Betty Schultz, and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Engel, seconded by Trustee Harold, to approve the minutes of the July 15, 2008, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

General Fund: \$167,919.22

Water Utility: \$257,847.65

Sewer Utility:

\$53,725.57

Motion by Trustee Hoffman, seconded by Trustee Engel to approve the payment of all claims with a noted change in the Water Utility claims. Roll call vote: Unanimous aye.

Smoke Free Workplace Ordinance

Sue Lynch appeared before the Board to request consideration for adoption of a smoke free workplace ordinance. Last year, the State of Wisconsin was considering passage of a statewide smoke free workplace bill, and, therefore, the Village Board tabled its proposed Ordinance. Ms. Lynch stated the State did not pass the bill, and it does not appear it will come up again for consideration. Ms. Lynch would like the Village of West Salem or La Crosse County to be the first in the State to pass a smoke free workplace ordinance. Ms. Lynch addressed West Salem's concern about being the first to pass such an ordinance, and she felt a goal of all municipalities beginning enforcement of an ordinance on January 1, 2009, was attainable.

Wagon Drive Sidewalk Assessments

Greg Mooney of 740 Wagon Drive addressed the Board regarding the sidewalk special assessment billed to him. Mr. Mooney is concerned about administrative fees and interest charges being added to the bill. In addition, he felt the engineering costs being charged to the ten property owners who elected to have the Village install sidewalk should have been divided equally among the twelve property owners benefited by the engineer's plans and specifications. Mr. Mooney stated the grading costs should have been divided equally with the twelve property owners as well. Mr. Mooney requested the Village Board revisit these issues.

Motion by Trustee Leicht, seconded by Trustee Harold to refer the matter to the Street Committee for review and send a letter to the residents. Roll call vote: Unanimous aye.

Labor Day Street Dance

Dave Hundt appeared before the Board to request South Leonard Street from West Elm to Memorial Drive be closed for a Labor Day Street Dance scheduled for Sunday, August 31, 2008, from 7:00 p.m. to 1:00 a.m. Proceeds from the street dance will be used for improvements to the high school baseball field.

Motion by Trustee Hoffman, seconded by Trustee Leicht to approve the street closing request for the Labor Day Street Dance. Roll call vote: Unanimous aye.

Daily Civil Defense Warning Siren Activation

Trustee Leicht requested the Board consider daily 6:00 p.m. testing of the new civil defense warning siren located on Industrial Drive. Trustee Leicht stated to insure at least one of the two Village sirens operate is a public safety issue, and the 6:00 siren is a long-standing Village tradition.

Motion by Trustee Leicht, seconded by Trustee Hanson to continue 6:00 p.m. daily testing of the new warning siren for as short a period of time as possible to maintain tradition and to insure that one of the two warning sirens work on a daily basis. Roll call vote: Unanimous aye.

Ordinance No. 427 – Criminal Background Investigations

Motion by Trustee Hoffman, seconded by Trustee Leicht to approve Ordinance No. 427 regarding criminal background investigations. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

Special Event Application

The Board reviewed a special event application for the 13th Annual Rose Street Block Party scheduled for August 30, 2008, from 5:00 p.m. to midnight submitted by Teresa Schnitzler.

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

Bicycle and Pedestrian Ad Hoc Committee

Trustee Harold reported on the July 21, 2008, Bicycle and Pedestrian Ad Hoc Committee meeting. John Boland, Bike/Pedestrian Advisory Committee leader, talked about the Committee's plans to connect West Salem to La Crosse along Highway 16. There are plans to construct a four-lane highway in 2012 from La Crosse to West Salem with a bike lane beside the highway. He wanted the Committee to define the bike route from Vet's Park to the interstate. Maintenance of the trail is a concern. Safe Routes to School discussion was led by Ginny Loehr. The Committee agreed to focus on three areas, and Ms. Loehr will have maps of the Village for use at the next meeting.

Motion by Trustee Harold, seconded by Trustee Wehrs to approve the minutes of the July 21, 2008, Bicycle and Pedestrian Ad Hoc Committee meeting. Roll call vote: Unanimous aye.

Bicycle and Pedestrian Ad Hoc Committee

Trustee Harold reported on the Bicycle and Pedestrian Ad Hoc Committee meeting held on August 4, 2008. Rick Cline is Transportation Director for the West Salem School District, and he is now a new member of the Ad Hoc Committee. Sharon Fuller announced Ginny Loehr will give a presentation on Safe Routes to School at the August 11 School Board meeting. Ms. Fuller has also contacted La Crosse County Highway Commissioner Dennis Osgood regarding replacement of the bridge on Highway M. Mr. Osgood stated it would not happen in the near future. John Lautz will contact Mike Huebsch about lowering the speed limit on Highway 16 from 45 mph to 35 mph. Each Committee member was given a quadrant map of a section of the Village for use on a walking and biking audit. Members will then write comments on the back under the plus and minus headings. The audits should be completed by the next meeting scheduled for August 18, 2008, at 7:00 p.m. Rick Cline discussed the West Salem transportation plan, and he will submit a plan of where the children live in the Village.

Motion by Trustee Harold, seconded by Trustee Engel to approve the minutes of the August 4, 2008, Bicycle and Pedestrian Ad Hoc Committee meeting. Roll call vote: Unanimous aye.

Utilities Committee

Trustee Engel reported on the July 22, 2008, Utilities Committee meeting. Dean Olson presented product information for resolution of the Faye Drive storm water and erosion

issues. The SmartDitch system is a corrugated section of HDPE sheet formed in a predetermined shape. In the thermoforming process, the plastic sheet is heated to forming temperatures, allowing it to conform to the mold. The minimum formed thickness in all of the channels is 55 mil. Mr. Olson felt the versatility of the SmartDitch system would meet all water management requirements of the Faye Drive storm water ditch. The system works similar to a regular storm sewer pipe, but the SmartDitch will carry more flow than a 24-inch storm sewer pipe. The system is easily constructed and maintained. Mr. Olson recommended a 24-inch trapezoidal SmartDitch for this application. It will be designed to carry 55 CFS at the flattest section of the profile, and, based on drainage calculations, this will adequately handle the runoff generated by the contributing area. Attorney Klos recommended an agreement between the Village and Faye Harter be considered regarding payment, warranty, and future maintenance. The Committee recommended authorization be given to Dean Olson to apply for permits from the Department of Natural Resources. The Utilities Committee will meet the week of July 28 to further discuss and finalize agreements.

Motion by Trustee Engel, seconded by Trustee Hoffman to approve the Utilities Committee meeting minutes of July 22, 2008. Roll call vote: Unanimous aye.

Utilities Committee

Trustee Engel reported on the July 29, 2008, Utilities Committee meeting. Attorney Bryant Klos has contacted Bill Bosshard to discuss obtaining a permanent easement across his lot in Riverview Estates for installation and future maintenance of the storm water ditch. He is waiting for Mr. Bosshard's response. The Committee addressed concerns about a number of issues. The first issue is the fact Kurt Pfuhl has improved his backyard in the form of tree clearing and lawn mowing such that the work extends beyond the boundaries of Lot 8 into the outlot area where the storm water maintenance and easement agreement would cover. Because the Committee is reviewing a Smart Ditch remedy, concern is with the Village's right to completely control maintenance and usage in this area. The Village would require Mr. Pfuhl to discontinue mowing outside of the boundaries of Lot 8. In addition, the Village may want to install a safety fence through this area along with signage. The Committee directed Attorney Klos to contact Mr. Pfuhl and inquire whether he would be willing to deed the entire outlot to the Village in return for a maintenance agreement as opposed to an easement. The maintenance agreement would prohibit Mr. Pfuhl's use of the ditch area except for extremely limited purposes. While early maintenance of the ditch should be minimal, future maintenance may be major. The only viable points of access on a permanent basis are either through the bottom of the ditch or through Mr. Pfuhl's lot. The Committee concluded the Village should not enter into an agreement until the above issues are resolved. However, work should still be completed this year or as soon as possible. Danny Carr and Sally McCann on behalf of Harter have agreed to pay all costs for installation of the Smart Ditch system, which would include engineering fees and related review and attorney fees, and have agreed to authorize Engineer Dean Olson to bid out the project. The Committee recommended moving forward with the Smart Ditch system installation and authorize Engineer Dean Olson to begin the DNR permit application process.

Motion by Trustee Engel, seconded by Trustee Hoffman to approve the Utilities Committee meeting minutes of July 29, 2008. Roll call vote: Unanimous aye.

Utilities Committee

Trustee Engel reported on the August 5, 2008, meeting of the Utilities Committee. Bill White addressed the Committee with regard to a fine issued on May 27, 2008, to Mark and Dorie Etrheim. Water Utility personnel found water turned on at the curb stop at 205 Rhyme Street and 158 O'Fallon Court East, a new duplex construction in the West Rhyme Addition. A temporary meter was not requested or in use at the duplex location. The fine was issued for unauthorized use of unmetered water. Mr. White stated there was a significant amount of rainfall, and the water was turned on for testing and then left on in order to monitor construction the lines in other areas of the site. Mr. White does not dispute the water was left on. He is requesting specific Water Utility rules and procedures in order to avoid a future fine. Loren Schwier and Scott Halbrucker set forth the Utility's usual procedures in issuing water meters, turning water on at the curb stop, and use of temporary meters. The Committee agreed consistent procedures and practices should be followed for all authorized contractors.

Motion by Trustee Engel, seconded by Trustee Wehrs to approve the August 5, 2008, Utilities Committee meeting minutes. Roll call vote: Unanimous aye.

Library Committee

Trustee Hanson reported on the July 24, 2008, Library Committee meeting. The Committee reviewed the present children's services desk and its location in the library. Chris McArdle-Rojo stated the children's services desk was constructed with the new children's addition in 2005. Patrons and staff feel the desk should not have been located inside the new addition. Patrons do not realize staff is present in that area; the children's materials are not centralized as they should be; line of sight is obstructed; and relocating the children's materials into the children's area will open the section for more adult materials. Plans for the new children's services desk include module pieces so that relocating and rearranging the desk is possible in the future. Bids were received for relocating the service desk, carpet repair, electrical work, computer lines, and shelving purchase and installation. The low bid is \$18,033.35. In October of 2007, the estimated costs were \$9,856. Since that time, more reliable figures have been received and costs of steel have increased. The Committee recommended moving forward with the desk construction for \$7,590 and the required electrical quote of \$690 for a total of \$8,200. Terry Hanson stated the Committee should consider construction of a rain garden at the northwest corner near CTH C of the library property. A rain garden would capture water from the building and contain it on site instead of the rain running across CTH B to the Brown property. Future stormwater management requirements will result in alternatives to run off, and Mr. Hanson felt the Village could be an example of good management practices. The Committee discussed construction and maintenance issues, and Mr. Hanson offered to share information with the Committee and Village Board. The Committee recommended continued discussion into construction of a rain garden at the library.

Motion by Trustee Hanson, seconded by Trustee Harold to approve the minutes of the July 24, 2008, Library Committee meeting. Roll call vote: Unanimous aye.

Schedule Special Village Board Meeting

Trustee Engel informed the Board bids received for construction of the new water storage facility are in the review process, and Village Engineer Dave Sauer will be

prepared to make a formal recommendation to the Utilities Committee and the Village Board next week.

Motion by Trustee Engel, seconded by Trustee Leicht to schedule a Special Village Board meeting for 8:30 a.m. on August 13, 2008, to review and award the water tower bid. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Harold to adjourn the meeting at 8:29 a.m. Approved by voice vote.

Respectfully submitted,

Teresa L. Schnitzler, Village Administrator