

Regular Board Meeting

August 5, 2014

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Baltz, Koelbl, Lautz, Leicht, and Schumacher. Excused: Wehrs. Also present: Public Works Director Scott Halbrucker, Coulee News Special Correspondent Emily Staed, Police Chief Charles Ashbeck, Nancy Brown, Jim Jenks, Vern Tranberg, Jim Finch, Robert Hubbard, and Village Administrator Teresa Schnitzler.

Public Comment

Vern Tranberg, representing the West Salem American Legion Post #51, informed the Board the Legion will be hosting the Legion Ball Class A senior baseball tournament from July 29 through August 2, 2015. The Legion would like to reserve the West Salem Community Shelter and the high school baseball field for the event. In addition, new grandstands will be constructed behind home plate. Mr. Tranberg was instructed to submit construction plans to the West Salem Building Inspector and the West Salem School District as soon as plans are available, and the Legion needs to request permission from the West Salem School District for the new construction.

Minutes

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the July 15, 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>	\$22,217.43
<u>Water Utility:</u>	\$17,685.52
<u>Sewer Utility:</u>	\$10,738.80
<u>Storm Water Utility:</u>	\$498.54

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

Tax Levy Increase Referendum

Attorney Klos addressed the Board with information regarding a proposed tax levy increase referendum resolution. The Wisconsin Department of Revenue does not allow a single referendum asking the voters to increase the levy in a different amount for each of five years. If the Village Board decides it does want a different levy increase amount for each of five years, it would have to pose five separate referendum questions on the fall election ballot each year. The State allows referendum questions to increase the tax levy for one year, a set number of years, or indefinitely. Attorney Klos distributed a proposed Resolution 6.14 which presents a 35 percent levy increase each year for five years as this is allowed under State law. Attorney Klos also distributed information

compiled by the Wisconsin Taxpayers Alliance which indicates that of the twenty-three similar-sized communities in Wisconsin, West Salem has the lowest by far per capita basic spending, property tax levy, and property tax rate. Even with a 35 percent levy increase, West Salem will still be the lowest in per capita spending and tax rate and almost the lowest in tax levy. Attorney Klos noted of these communities, West Salem is mid-stream in both shared revenue and adjusted gross income per tax return for individuals living within the Village. In 2013, a real estate tax bill for a \$100,200 assessed value property in the Village of West Salem before credits was \$1,969.51. Of this amount, the Villages share was \$384.63. The rest of the tax bill was attributable to County, School District, and other taxing authorities. With the increase, the tax bill would go up \$134.62 for each year included in the levy. The Village Board needs to decide at its next meeting if it is going to pose a referendum question on the fall election ballot, and, if so, how much and for how long.

Application for Cigarette and Tobacco Products Retail License

Motion by Trustee Koelbl, seconded by Trustee Leicht to approve the issuance of a cigarette and tobacco products retail license to Dolgencorp, LLC, doing business as Dollar General Store #15049, 1520 Heritage Boulevard. Roll call vote: Unanimous aye. Motion approved.

Special Event Application

Motion by Trustee Leicht, seconded by Trustee Koelbl to approve a special event application submitted by Teresa Schnitzler for a block party to be held on August 23, 2014, from 5:00 p.m. to midnight and approve closing the 100 block of North Rose Street between East Franklin and East Hamilton Streets. Roll call vote: Unanimous aye. Motion approved.

Household Waste Ad Hoc Committee

Trustee Baltz reported on the July 23, 2014, Household Waste Ad Hoc Committee meeting. The purpose of the meeting was to meet with Hilltopper Refuse & Recycling, Waste Management, and Harter's Quick Clean Up for initial, informational-gathering presentations. Each refuse company was given one hour to present each of their company's services and to answer questions from the Committee. Pennie Pierce and Gary Hougom representing Hilltopper Refuse & Recycling Service presented options offered by its company. Ms. Pierce stated municipalities have been converting to a cart collection system for both garbage and recycling, and this area of Wisconsin is one of the last areas to convert to the cart system. Carts are available in various sizes. The 64-gallon cart holds five to six kitchen-sized garbage bags. The 96-gallon cart will hold eight to nine kitchen-sized garbage bags. Hilltopper has learned the smaller the cart for trash services, the more the homeowner is encouraged to recycle. The 64-gallon and the 96-gallon size are the most popular cart sizes in the State. The 48-gallon size is normally reserved for elderly and disabled residents. If a resident cannot fit all of their garbage into the assigned cart, the resident can contract with Hilltopper individually for a second cart. For one time events, Hilltopper can offer stickers to residents to allow trash bags. The Towns of Holland and Shelby commenced the automated cart program in April of 2014. If West Salem decides to convert to a cart system, Hilltopper recommends beginning the program in April after winter is over. The Village of Holmen is scheduled to begin its program in April of 2015. West Salem or Hilltopper can own the carts at the end of the contract. If the Village decides to own the carts, at the end of

the contract, the Village would take over the maintenance and warranty issues of the carts. If Hilltopper owns the carts, Hilltopper would be in charge of all maintenance and warranty issues for the life of the carts. Hilltopper also recommends a longer contract period as the prices will be lower. Hilltopper will contract for recycling with the Village offering options such as dual-stream collection, single stream recycling, using the current 18-gallon bin or converting to a recycling cart. West Salem currently uses a dual-stream collection in which paper is kept separate from rigid containers such as glass, steel, aluminum cans, and plastic. Hilltopper would encourage the Village to add cardboard to our recycling collection and to continue the dual-stream collection. The high quality of recyclables keeps the cost of collection lower. The amount of trash mixed with the recyclables is higher when carts are used instead of the 18-gallon bins. Large items and brush services are currently provided by the Village. Hilltopper can also offer this service to Village residents. Many municipalities are discontinuing support for the additional services like large item, appliances, and yard waste and making the residents pay for those types of services directly with the contractor. Hilltopper would recommend the Village implement a cart collection system for trash and keep the dual-stream recycling collection in the 18-gallon bins plus add cardboard to recycling collection. Ms. Pierce also recommended the length of the contract be seven years. Gary Heinzig, Public Sector Representative for Waste Management, presented Waste Management's recommendations for providing residential trash cart services for the Village. Mr. Heinzig recommended not giving residents a choice on trash cart sizes as it is confusing for residents. Waste Management recommends distributing 64-gallon carts, and it will meet the needs of the majority of residents. Mr. Heinzig recommends the 64-gallon, single stream recycling cart system for pickup every other week. He stated dual-stream recycling is outdated. Waste Management presently transports recyclables from this area to Germantown for sorting. Waste Management recommends it own the carts, and most municipalities do not own the carts at the end of a contract. Mr. Heinzig stated the longer the contract, the lower the price will be per unit. Waste Management does offer yard waste and large article pick up services, and it is a user-based system. A resident would contract with Waste Management for disposal. Waste Management does not offer tree limbs and brush pick up, however. Mathias Harter and Gary Harter provided information on the services Harter's Quick Clean Up offers. Harter's Quick Clean Up provides automated trash and recycling services to the Cities of La Crosse and Onalaska. Harter's utilizes a split truck for pick up of both garbage and recyclables. Gary Harter explained Harter's would utilize a single-stream recycling program. Use of a cart recycling program has increased recyclables 100 percent. Municipalities converting to a cart system have experienced decreases in tipping fees as the cart lids keep water out of the cart and water weight is not added to tonnages. Harter recommends offering residents a choice of either the 95-gallon cart or the 65-gallon cart. The 95-gallon carts work best for the majority of residents. The City of Onalaska distributed 65-gallon carts, but after public complaints, Onalaska residents were then given the opportunity to switch sizes. Harter's Quick Clean Up offers yard waste and large article and appliance disposal either as a per stop price to the resident or as a subscription service paid by the resident. Mathias Harter recommended the Village request prices to continue the garbage and recycling services as it is presently and to request prices to convert to a cart system. Mr. Harter stated the cart system bid prices will be lower. All three contractors indicated as much notice as possible is required for acquisition of the carts, vehicles, and equipment. All three contractors stated they would perform the services

West Salem requests. The Committee will schedule a meeting to make recommendations to the Village Board on garbage and recycling procedures.

Motion by Trustee Baltz, seconded by Trustee Schumacher to approve the minutes of the July 23, 2014, Household Waste Ad Hoc Committee meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Buildings and Grounds Committee

Trustee Lautz reported on the July 14, 2014, Buildings and Grounds Committee meeting. The purpose of the meeting was to meet with the West Salem Hockey Association regarding an agreement to paint the ceiling of the West Salem Community Shelter and costs and to discuss with recommendation future mold prevention, purchase and installation of circulation and exhaust fans, and an agreement on the use of the installed fans. Ms. Czerwan updated the Committee on last year's ceiling mold treatment and the fact the Village purchased 30 gallons of exterior acrylic latex paint with mildeside for the community shelter ceiling. The Buildings and Grounds Committee had decided at that time to treat the mold and the ceiling would be painted in the spring of 2014. Ms. Czerwan received two new proposals to paint the ceiling, and the costs were in the \$12,000 to \$15,000 range. Both quotes include purchase of additional paint. The ceiling was last painted in 2007. At that time, the Village also purchased 30 gallons of paint, and the Association arranged for the ceiling to be painted. The West Salem Hockey Association stated the organization will take care of painting the ceiling through volunteers. If there are no volunteers, the Hockey Association will contribute toward the costs of hiring a professional painter to complete the work. The Association cannot commit today on how much it is able to contribute to the cost until the total costs are known. The Committee recommended the Village provide the paint and plastic, and the Hockey Association should provide the labor to paint it. It was noted the Village has already spend \$990 on paint. The Committee recommended spending no more than \$2,500 total on paint and plastic and move forward with the work. It was agreed the work can be done September 15 through September 29, and Mrs. Czerwan will reserve those dates in the shelter reservation book. The Committee then discussed the conclusions and recommendations made by Coulee Region Environmental and ServPro regarding proper ventilation of the facility. Humidity is becoming trapped in the ceiling. The installation of additional fans to move the air and use of the exhaust fans has been recommended. The Association has agreed to install two humidistat fans and additional fans to keep air moving to prevent humidity from collecting.

Motion by Trustee Lautz, seconded by Trustee Koelbl to approve the minutes of the Buildings and Grounds Committee meeting held on July 14, 2014, as presented. Roll call vote: Unanimous aye. Motion approved.

Planning Commission

President Manthei reported on the July 28, 2014, Planning Commission public hearing and meeting. The public hearing concerned a Conditional Use Permit Application filed by Jim Finch to construct combination mini-storage units and small business office space west of his present business on East Jefferson Street. There were no citizens present to speak for or against the application. The Commission reviewed the proposed Conditional Use Permit to allow combination self-storage combined with small business

office space on land located on East Jefferson Street which is presently zoned "Business". The proposed Conditional Use Permit contains ten conditions as follows:

1. The exact location, number and sizes of the buildings and units within the legal found as Exhibit B are depicted on Exhibit C.
2. State of Wisconsin approved building, plumbing and HVAC plans will need to be obtained before a building permit is issued.
3. The proposed building plans contain provisions for bathroom facilities which would require sewer service and water service. This proposed building is to be located just east of the Village wellhead protection area for wells no. 2 and 3. The east boundary of this wellhead protection area is the centerline of Neshonoc Road so we need not be concerned with the wellhead protection area rules with regards to the installation of any wells or septic in this area. The area where the proposed building is to be located is a significant distance from any current Village of West Salem sanitary mains or water mains. Therefore, the Village is not going to require a current hookup to sanitary sewer and water. As part of this conditional use permit, the bathroom facilities depicted on the Exhibit "C" may be installed as long as private well and private septic system is installed for the same compliant with the state plumbing and sanitary code. No building permit shall be issued until the La Crosse County Department of Health issues a sanitary and well permit. No occupancy permit shall be issued for the building until the private well and sanitary sewer is installed pursuant to said state plumbing and sanitary code and a certificate of compliance for the same is obtained from La Crosse County. All costs of certification shall be paid by the applicant before an occupancy permit is issued.
 - a. As part of this conditional use permit, the owner of the land described on Exhibit "B" shall be obligated within 2 years of the placement of a Village sanitary sewer main within the right-of-way of County Road B also known as Jefferson Street to any point extending 950 feet east along the centerline of County Road B a/k/a Jefferson Street from the east boundary of Neshonoc Road to hook up the facilities depicted on Exhibit "C" to the sanitary sewer main at the land owner's cost and abandon the existing septic system as required by law.
 - b. As part of this conditional use permit, the owner of the land described on Exhibit "B" shall be obligated within 2 years of the placement of a Village water main within the right-of-way of County Road B also known as Jefferson Street to any point extending 950 feet east along the centerline of County Road B a/ka Jefferson Street from the east boundary of Neshonoc Road to hook up the facilities depicted on Exhibit "C" to the water main at the landowner's cost and abandon the existing well as required by law.
 - c. Failure to timely effectuate said sewer and water lateral installation and hookup at the landowner's cost shall be the basis for the immediate revocation of this conditional use permit. Nothing in the granting of this conditional use permit shall serve as a waiver or estoppel of the Village's right to assess any of the lands described herein with its share of costs

related to any sewer or water main extensions into this area to serve this area.

4. At the time of the granting of this conditional use permit ownership of current tax Parcel No. 16- 724-0 with the legal description as found on Exhibit "B" fronts on old County Road "B". JFCM Properties, LLC is requesting the Village of West Salem to vacate this road, title to which will devolve to JFCM Properties, LLC if it is vacated. JFCM Properties, LLC also owns adjoining properties 16-721-0, 16-722-0 and 16-722-1. In the event old County Road "B" is vacated and legal ownership of the vacated road or any of Parcels 16-722-1, 16-721-0, 16-722-0 or 16-724-0 is no longer in the same identical owner, then this conditional use permit shall automatically and without further notice be rescinded and revoked, unless each Parcel 16-722-1, 16-721-0, 16-722-0, 16-724-0 and the abandoned road, which have different owners has 60' of owned frontage on County Road B a/k/a Jefferson Street along with an approved driveway onto said roadway with said 60' of frontage.
5. The buildings depicted on Exhibit C must be completely constructed within 24 months of the recording of the restrictive covenants. If they are not, the Village has the right to rescind the conditional use permit unless good cause is shown to extend the completion deadline.
6. No outside storage of anything with wheels or any other personal property on the site found at Exhibit "B".
7. The erosion control and storm water grading and retention plan will be subject to the approval of the West Salem building inspector.
8. The building shall not be used for residential use or overnight stays.
9. All Village of West Salem legal fees and costs incurred in the handling of this conditional use permit and the abandonment of old County Road "B" are paid in full by JFCM Properties, LLC, including any work on amending the CUP in the future.
10. Any use of the improvements, other than as storage, must be a permitted use for a Business District Zoning or obtain an additional conditional use permit.

The Commission recommended to the Village Board approval of Conditional Use Permit No. 17 as proposed.

Motion by President Manthei, seconded by Trustee Leicht to approve the minutes of the Planning Commission Public Hearing and Meeting of July 28, 2014, as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Koelbl to approve Conditional Use Permit No. 17 as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Koelbl to adjourn the meeting at 7:55 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator