

Regular Board Meeting

September 4, 2012

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Iverson, Koelbl, Lautz, Leicht, Schumacher, and Wehrs. Also present: Police Chief Charles Ashbeck, Public Works Director Scott Halbrucker, Coulee News Special Correspondent Emily Staed, Recreation Director Michelle Czerwan, Randy Sanford of Short Elliott Hendrickson, and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Leicht, seconded by Trustee Iverson to approve the minutes of the August 21, 2012, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$44,787.15
<u>Water Utility:</u>	\$7,155.19
<u>Sewer Utility:</u>	\$15,635.16
<u>Storm Water Utility:</u>	\$508.20

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

Pathways Downtown Revitalization Project Update

Randy Sanford, Short Elliott Hendrickson, appeared before the Board to present an update on Pathways, a construction update and schedule, storm water changes and costs for Mill Street, and rail spur removal costs for Mill and Leonard Streets. Mr. Sanford explained the project was bid in June, and authorization from the State was finally given in August of 2012. Badger Environmental began boring electrical conduit on Leonard Street last week. CP Rail closed South Mill Street to perform rail crossing upgrades. Badger Environmental bid the project with a substantial completion date of September 28 and a final completion date of November 16. Due to a late start and weather conditions, Badger may be requesting a twenty-day extension for substantial completion.

Mr. Sanford presented a proposed Change Order No. 1. The Change Order proposes to remove the 60 to 65 feet of abandoned rail spur within the South Mill Street right-of-way, removal of approximately 10 to 15 feet of abandoned rail spur within the South Leonard Street right-of-way, and disposal of the ties and rails for a cost of \$1,600. The South Mill Street rail removal can be assessed to the Farmers Cooperative as it is the Cooperative's rail spur.

Motion by Trustee Wehrs, seconded by Trustee Koelbl to approve Change Order No. 1 and assess the West Salem Farmers Cooperative for rail spur removal from the South Mill Street right-of-way. Roll call vote: Unanimous aye.

Mr. Sanford then explained a storm water issue within the South Mill Street right-of-way. The storm water system in place is not shown on any utility maps, and upon inspection, it has been found the system is not structurally sound. Materials used will not withstand use much longer, and a temporary and partial repair will not be in the best interests of the Village. Mr. Sanford recommends the non-structurally supported pipe be replaced with a structurally supported pipe, and he is fairly certain the Department of Transportation would be willing to include this work in the Pathways Project at the grant-funded 80/20 split. Badger Environmental has estimated a cost to replace a 36" X 58" pipe with an equivalent size reinforced concrete pipe, add one new concrete manhole, and connect the existing and proposed storm water pipe into the new configuration for \$17,434. Mr. Sanford is recommending approval of Change Order No. 2 contingent upon Badger Environmental finalizing its cost estimate and a determination from the Department of Transportation regarding the 80/20 split.

Motion by Trustee Leicht, seconded by Trustee Iverson to approve Change Order No. 2 up to \$17,434 and application for a 80/20 cost split with final amount to be approved at a later date. Roll call vote: Unanimous aye.

Operators License Applications

Motion by Trustee Wehrs, seconded by Trustee Lautz to approve operator's licenses for Heidi V. Brown and James J. Paul. Roll call vote: Unanimous aye.

Planning Commission

President Manthei reported on the August 21, 2012, Planning Commission meeting. The purpose of the Planning Commission meeting was a Coulee Vision 2050 presentation by La Crosse Area Planning Committee and MSA Professional Services. Andrew Bremer explained Coulee Vision 2050 will create a long-range vision for transportation and land use in the region. Major transportation projects require decades of planning, and the La Crosse Area Planning Committee is seeking community thoughts to help envision the La Crosse-La Crescent area in the year 2050. This vision will be used to inform future planning efforts by the La Crosse Area Planning Committee and individual communities within the region. The vision will attempt to anticipate the needs and wants of area residents in 2050, so that local communities can align long-term land use and transportation decisions with those interests. Population in this area is increasing. Accommodating this growth requires proactive planning and decision-making about both land use and transportation. All communities in the region face the same set of transportation trends, including decreasing financial resources; rising fuel, maintenance, and construction costs; an aging population; increasing congestion; potentially stricter environmental regulations; and an increasing interest in making communities more "livable" and "sustainable". The La Crosse Area Planning Committee is working with MSA Professional Services to develop Coulee Vision 2050. Wide public input is vital to the success of this vision. The project will include a public survey, focus group discussions, public input meetings, and visits with individual community boards, councils, and plan commissions. Mr. Bremer requested West Salem offer a link to Coulee Vision 2050 on the West Salem website, allow information and surveys to be

placed for public distribution, and notices hung on public bulletin boards. The Commission agreed to assist in information distribution. Chair Dennis Manthei informed the Commission that Scott Guthrie has resigned as a Planning Commission member effective September 1, 2012, due to relocation to Minnesota. Joseph Burke has been recommended by Chair Manthei to fill Mr. Guthrie's unexpired term.

Motion by President Manthei, seconded by Trustee Lautz to approve the Planning Commission meeting minutes as presented. Roll call vote: Unanimous aye.

Finance and Personnel Committee

Trustee Leicht reported on the Finance and Personnel Committee meeting held on August 22, 2012. The purpose of the meeting was to discuss with possible recommendation to the Village Board a new hire for public works department. Michelle Czerwan and Scott Halbrucker have discussed a job description for a public works/parks department employee. Mr. Halbrucker informed the Committee the Sewer Department is budgeting to contract out for treatment plant required testing. This would allow the treatment plant operator to perform more general public works department duties. A new hire would perform parks department duties and public works laborer duties. Mrs. Czerwan would then be able to eliminate one of the department's college summer park workers. The Committee discussed proposed work duties, proposed experience required and certifications expected, hours proposed to be worked for each department, and a proposed hourly rate of between \$12 and \$14 dependent on experience. Mr. Halbrucker urged the Committee to move forward with a new hire as he has workload commitments to cover and several upcoming employee vacations to consider. The Committee instructed Mrs. Czerwan, Mr. Halbrucker, and Ms. Schnitzler to draft a job description and an advertisement for the position for publication. Applications should be returned no later than September 6 or 7 with interviews to be conducted the week of September 10. The next meeting of the Finance and Personnel Committee is Monday, September 17, 2012, at 4:00 p.m. to confirm a hire for recommendation to the Village Board on September 18, 2012. The Board would like to review a financial impact summary of hiring a public works/parks maintenance employee at the next Board meeting.

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the August 22, 2012, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye.

Recreation Committee

Trustee Schumacher reported on the Recreation Committee meeting of August 23, 2012. The purpose of the meeting was to elect a chairperson for the Recreation Committee and to meet with the West Salem Area Aquatic Center Committee regarding their plan for a new aquatic center. The Committee unanimously elected Trustee Scott Schumacher as Chair of the Recreation Committee. West Salem Area Aquatic Center Executive Committee member Becky Auna introduced the Committee purpose and position and present status of fund raising for a new aquatic center. The Committee has \$25,000, and there are no fund raisers planned at this time. The Committee meets the first and third Thursdays of each month. Ms. Auna stated the Committee would like the Village to have a referendum to include renovating the present pool and another question on whether the School District should construct a new pool because it has the

major taxing base. The purpose of the Committee is to get the word out that there is a need and how will it be paid for as they feel it is an important part of the community. The Committee discussed the need for a pool feasibility study, questions on how much area would an indoor/outdoor pool require, where would the new pool be located, the need for a plan, and what is the annual cost of operating an indoor/outdoor pool. The Committee discussed a community survey to find out if the community is willing to support a new swimming pool. Scott Schumacher will obtain information on a feasibility study and talk with the School District regarding operational costs and its position on a new pool. John Lautz will contact Lancaster for information on its pool.

Motion by Trustee Schumacher, seconded by Trustee Lautz to approve the minutes of the Recreation Committee meeting of August 23, 2012. Roll call vote: Unanimous aye.

Trustee Iverson left the meeting at 8:05 p.m.

Bicycle and Pedestrian Ad Hoc Committee

The Board reviewed the minutes prepared by Chair Sharon Fuller of the Bicycle and Pedestrian Ad Hoc Committee meeting held on August 27, 2012. The Committee reviewed the Safe Routes to School grant funds breakdown and discussed various uses of the grant money. The Committee recommended a school assembly be held, a hyperlink added to the West Salem website to the La Crosse County SRTS page, and discussed bike rodeos. It was also recommended funds be used for education to the community on cross walks, signage, and bike sharrows. The Walking School Bus begins again in September, and volunteer leaders are needed.

Motion by Trustee Lautz, seconded by Trustee Koelbl to approve the minutes of the Bicycle and Pedestrian Ad Hoc Committee of August 27, 2012, as written. Roll call vote: Unanimous aye.

Motion by Trustee Lautz, seconded by Trustee Koelbl to adjourn the meeting at 8:09 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator