

Regular Board Meeting

September 18, 2012

Meeting called to order at 7:00 p.m. by Village President Dennis Manthei. Village Trustees present: Iverson, Koelbl, Lautz, Leicht, and Schumacher. Trustee Wehrs arrived later as noted below. Also present: Coulee News Special Correspondent Emily Staed, Police Chief Charles Ashbeck, Public Works Director Scott Halbrucker, Recreation Director Michelle Czerwan, Village Attorney Bryant Klos, West Salem Fire District Secretary/Treasurer Dave Tauscher, Short Elliott Hendrickson Project Manager Randy Sanford, and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Leicht, seconded by Trustee Iverson to approve the minutes of the September 4, 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>	\$158,256.25
<u>Water Utility:</u>	\$22,021.69
<u>Sewer Utility:</u>	\$31,633.56
<u>Storm Water Utility:</u>	\$9,851.87

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

Trustee Wehrs arrived at 7:05 p.m.

Pathways Project Update

Pathways Project Engineer Randy Sanford updated the Board on the Pathways Project. Pay Request No. 1 in the amount of \$93,267.68 to Badger Environmental was approved by the Village Board. Change Order No. 1 involved removal of the rail spur in South Mill and South Leonard Streets, and this work has been completed. Change Order No. 2 involving expected storm water work was not needed as the work cannot be completed without high costs. Mr. Sanford presented Change Order No. 3 to the Board. Badger Environmental is requesting approximately twenty additional days of time for substantial completion based on the late award and approval of contracts from the State of Wisconsin Disadvantaged Business Enterprises Section. Badger is not requesting any additional costs due to this time extension request. The original substantial completion date is September 28, 2012, and Badger would propose an October 19, 2012, substantial completion date. Approval of this Change Order would not affect the final completion date of November 16, 2012. The bases for the new street lights are arriving, and the contractor will be working on those within the next two weeks. The street lights should arrive by mid-November.

Motion by Trustee Lautz, seconded by Trustee Koelbl to approve Change Order No. 3 as presented. Roll call vote: Unanimous aye.

Special Event Application

Motion by Trustee Leicht, seconded by Trustee Iverson to approve the Special Event Application submitted by Randy Dammon, West Salem High School, for the homecoming parade scheduled for Friday, September 28, 2012, at 2:15 p.m. Roll call vote: Unanimous aye.

Resolution No. 11.12

Motion by Trustee Wehrs, seconded by Trustee Leicht to approve Resolution 11.12 Authorization to Enter into Claim Resolution Agreement with DuPont Imprelis in settlement of a claim for damage to five Village trees. Roll call vote: Unanimous aye.

WHEREAS, in response to a claim filed on or about October 25, 2011, with Imprelis for damage to five trees located in Jim Zanter Park, 601 Lewis Street, West Salem, DuPont Imprelis has proposed a Claim Resolution Agreement to the Village; and

WHEREAS, DuPont Imprelis has computed a proposed tree removal and disposal, replacement, and additional compensation payment to the Village of West Salem in the total amount of \$9,487.50; and

WHEREAS, the Village Attorney has reviewed the documentation submitted for settlement and has no objections to entering into the Claim Resolution Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the Village President is hereby authorized to sign said Claim Resolution Agreement on behalf of the Village of West Salem with the notification the proper mailing address for the Village of West Salem is 175 South Leonard Street not 601 Lewis Street, West Salem, WI 54669.

ADOPTED this 18th day of September, 2012.

/s/ _____
Dennis Manthei, Village President

(SEAL)

/s/ _____
Teresa L. Schnitzler, Village Administrator

Claim for Damages

West Salem received a claim which alleges damages sustained to a water softener due to work the Village performed on a water main line near his home. The Village insurance carrier has investigated this claim and has concluded the Village was not negligent or liable for this incident. The insurance company has recommended disallowance of this claim pursuant to the Wisconsin Statute for disallowance of claim 893.80(1g).

Motion by Trustee Lautz, seconded by Trustee Schumacher to disallow the claim for damages as recommended by the Village of West Salem insurance carrier. Roll call vote: Unanimous aye.

2013-2014 Storm Water Management Public Education and Outreach Cooperative Agreement

The Board reviewed the Storm Water Management Public Education and Outreach Cooperative Agreement wherein the Village of West Salem agrees to enter into an

agreement with La Crosse County, Cities of La Crosse and Onalaska, Village of Holmen, and Towns of Campbell, Onalaska, Shelby, and Holland to continue implementation of the single source information and outreach program for all of the participating municipalities and to increase awareness of storm water impacts on waters of the State while avoiding duplication of efforts and saving costs. The Board would like more information on how the Cooperative Agreement benefits West Salem since West Salem is not yet subject to Wisconsin Department of Natural Resources storm water management requirements.

Motion by Trustee Leicht, seconded by Trustee Koelbl to enter into the 2013-2014 Storm Water Management Public Education and Outreach Cooperative Agreement. Roll call vote: Lautz and Wehrs – nay; remainder of Board – aye. Motion approved.

Chapter 2 – Good Order and Crime Prevention

A revised Chapter 2 was reviewed by the Board, and the Board has requested changes to the Chapter be highlighted for ease of further review.

Motion by Trustee Wehrs, seconded by Trustee Iverson to schedule a public hearing on Chapter 2 for Tuesday, October 16, 2012, at 6:55 p.m. Roll call vote: Unanimous aye.

Alcohol Beverage License Application

Motion by Trustee Schumacher, seconded by Trustee Leicht to approve issuance of an Alcohol Beverage License to Matthew J. Paulino. Roll call vote: Unanimous aye.

Utilities Committee

Trustee Schumacher reported on the September 6, 2012, Utilities Committee meeting. The purpose of the meeting was to review and discuss sewer utility user rates, fixed rates, and long-range budget plans for the Sewer Utility. The Committee reviewed the 2011 financial statements for the sewer utility, 2012 year-to-date financial statements, and revenue and expense comparisons for years 2009, 2010, 2011, and 2012 budget. The Sewer Utility financial issues are not entirely overall budget issues but are actually more cash flow issues. Sewer Utility users pay approximately one-quarter of their billings as a special assessment on real estate tax statements, bond payments are due mid-year creating a significant cash flow issue in the second half of the year, and the Sewer Utility is forced to rely on account transfers to cover sewer improvements and repairs. Required equipment replacement fund additions have not been made in three years. Septage receiving rates will be reviewed and increased as necessary, and the equipment replacement fund calculations must be updated. User fees were last reviewed and an increase was approved in January of 2006. The 2011 Sewer Utility Budget eliminated sprinkler credits. The current variable rate is \$1.85 per thousand gallons of water, and the current fixed rate is \$45 per residential unit. The Committee instructed Mr. Halbrucker to update the equipment replacement fund calculations.

Motion by Trustee Schumacher, seconded by Trustee Wehrs to approve the minutes of the September 6, 2012, Utilities Committee meeting. Roll call vote: Unanimous aye.

Finance and Personnel Committee

Trustee Leicht reported on the Finance and Personnel Committee meeting held on September 17, 2012. The purpose of the meeting was to review for recommendation a

public works/parks department laborer position, recommend to Village Board a new hire, and review for recommendation the West Salem Fire Protection District annual report and proposed 2012-2013 operating budget. The Committee discussed the public works/parks department laborer position with Scott Halbrucker and Michelle Czerwan and reviewed a wage spreadsheet comparing the present budgeted wages with proposed budget numbers to include a new hire. Reallocating wages between the Sewer Utility and the General Fund results in cost savings to both funds. The Committee recommends filling the public works/parks department laborer position. The Committee also recommended offering the new position to Matt Mingus at a beginning wage of \$12.00 per hour and upon earning a CDL increase the hourly wage to \$12.50 per hour. Trustee Merlin Wehrs explained the proposed 2012-2013 West Salem Fire Protection District operating budget. The two percent fire dues revenue increased for 2012-2013. Mr. Wehrs stated the proposed budget projects a zero percent total levy increase, but because West Salem's equalized value increased, the Village's share is higher. The Fire District approved department officer pay increases at its July 12, 2012, annual meeting. Disbursements were reviewed and found to be reasonable. The Committee recommended acceptance of the West Salem Fire Protection District's proposed budget request to the Village of West Salem in the amount of \$103,107.61. The Committee agreed to schedule its next meeting for Tuesday, September 25, 2012, at 4:00 p.m. to review the 2013 proposed Police Department budget, proposed Library Budgets, and the proposed Recreation Department budget.

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the September 17, 2012, Finance and Personnel Committee meeting. Roll call vote: Unanimous aye.

Motion by Trustee Koelbl, seconded by Trustee Leicht to create the Public Works/Parks Department Laborer position. Roll call vote: Unanimous aye.

Motion by Trustee Koelbl, seconded by Trustee Leicht to offer the position to Matt Mingus at a beginning wage of \$12.00 per hour and upon earning a Commercial Driver License increase the hourly wage to \$12.50 per hour. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Iverson to accept the 2012-2013 West Salem Fire Protection District budget request in the amount of \$103,107.61. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Schumacher to adjourn the meeting at 7:51 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator