

## Regular Board Meeting

October 21, 2008

Meeting called to order at 7:30 p.m. by President Manthei. Trustees present: Engel, Hanson, Harold, Leicht, and Wehrs. Excused: Hoffman. Also present: Public Works Director Scott Halbrucker, La Crosse County Administrator Steve O'Malley, La Crosse County Planner Charlie Handy, La Crosse County Community Development Specialist Brian Fukuda, Sue Lynch, Brad Bryan, Police Chief Charles Ashbeck, Michelle and Chad Czerwan, Tina Wehrs, Mark Gilbert, Craig Forsberg, and Village Administrator Teresa Schnitzler.

### Public Comment

Sue Lynch spoke to the Board with regard to the proposed County-wide smoke free workplace ordinance. The La Crosse County Board postponed any action on the ordinance until July of 2009. Ms. Lynch requested the Village Board also postpone any decisions until La Crosse County makes its final decision.

### Minutes

Motion by Trustee Harold, seconded by Trustee Leicht to approve the minutes of the October 7, 2008, Regular Board meeting as written. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$41,407.19
<u>Water Utility:</u>	\$229,785.26
<u>Sewer Utility:</u>	\$48,065.11

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

### La Crosse County Farm Master Plan Presentation

Steve O'Malley, Charlie Hanson, and Brian Fukuda presented a revised Master Plan for approximately 200 acres of County Farm land. The County is requesting insight and feedback from the Village on modifications incorporated in the Plan. After all revisions and modifications are finalized, the Plan will be reviewed and acted on by the County Board. Various proposed land uses were described, the six residential land uses were explained, and population densities were discussed.

### Resolution 16.08 Approval of Street Name

Motion by Trustee Harold, seconded by Trustee Engel to approve Resolution 16.08 Approval of Street Name for Alternate Access Route to County Highway Department Facility. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

**WHEREAS**, La Crosse County has constructed an alternate access route across the north east edge of La Crosse County Highway Department lot and over land that is owned by the Village of West Salem and the La Crosse County Agricultural Society contiguous to this area, thus gaining access to CTH M which leads to a signalized intersection at STH 16; and,

**WHEREAS**, La Crosse County will be assigning a County Trunk Highway designation to this new access road; and,

**WHEREAS**, a copy of the map and description of this roadway is attached hereto and marked as "Exhibit A"; and,

**WHEREAS**, it is in the best interests of the Village of West Salem to assign an official street name to this access road.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of West Salem hereby authorizes the street name **FAIRGROUNDS ROAD** to the new access route.

**BE IT FURTHER RESOLVED**, that the Resolution is passed and adopted by the Village Board of the Village of West Salem and a copy of this Resolution shall be forwarded to the La Crosse County Zoning and Land Information Office.

**ADOPTED** on this 21<sup>st</sup> day of October, 2008.

/s/ \_\_\_\_\_  
Dennis Manthei, Village President

(SEAL)

/s/ \_\_\_\_\_  
Teresa L. Schnitzler, Village Administrator

Ordinance No. 428 Amending Tree Planting and Boulevard Care

Motion by Trustee Harold, seconded by Trustee Wehrs to schedule a public hearing on Ordinance No. 428 Amending Tree Planting and Boulevard Care for November 18, 2008, at 7:15 p.m. Roll call vote: Hanson and Leicht – nay; remainder of Board – aye. Motion approved.

Bicycle and Pedestrian Ad Hoc Committee

Trustee Harold reported on the October 6, 2008, Bicycle and Pedestrian Ad Hoc Committee meeting. Lynn Lawrence talked about the problem of her child walking and biking to school and not feeling safe because the traffic on Garland and Mark Streets goes too fast. She suggested installing overhead red blinking lights that shine only during those times that children are going to and from school. She also suggested a pick-up point during cold weather to reduce the length of a nine block walk, perhaps at a half-way point. Lisa Gerke will check with the high school to see if there would be students willing to be crossing guards. Tim Tiber reported that the MPO Bike and Pedestrian Committee will meet on October 8 at 5:30 p.m. in the county building. They will discuss criteria for the next Transportation Enhancement Project which will be available in two years. Charles Ashbeck will check with the City of La Crosse on borrowing their speed traffic display to use on Garland Street during high traffic times. It was suggested that the school and the police department conduct a rodeo each year to teach 4th and 5th grade kids the proper use of a bicycle. The Committee recommended Mrs. Harold ask the Board to follow up on sidewalk maintenance. Some have been marked for repair that hasn't happened.

Motion by Trustee Harold, seconded by Trustee Engel to approve the Bicycle and Pedestrian Ad Hoc Committee meeting minutes of October 6, 2008. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

#### Street Committee

Trustee Leicht reported on the October 7, 2008, Street Committee meeting. The purpose of the Committee meeting was to obtain an update on the Wagon Drive sidewalk installation concerns and the allocation of costs assessed to the residents benefiting from the sidewalks. Dean Olson stated he has met with the Coopers and Betty Schultz. The Coopers and Ms. Schultz both have access issues with their driveways. The Cooper's driveway is extremely steep. Mr. Olson stated he tried to meet with as many residents as possible during the construction project to address any concerns. The Coopers were in the process of purchasing their home so he was not able to meet with them. With no cost to the Village or the Coopers, this sidewalk can be lowered. The Coopers have considered reconstructing their whole driveway as it is presently in bad shape. The initial sidewalk installation at the Coopers was not done the way he is proposing today due to substantial cost to the Coopers. Without having the opportunity to talk with the Coopers prior to construction, Mr. Olson made a decision in the field. The Schultz' driveway is not as extreme as the Cooper's driveway; however, Ms. Schultz drives a low-profile vehicle and the driveway does scrap the bottom of her car. Ms. Schultz was able to use her driveway without scraping the bottom of her vehicle before the sidewalk project. Ms. Schultz has a "lip" near her garage, and a driveway reconstruction may be an option for Ms. Schultz as well. Weeds have grown in the restored areas instead of all grass, and settling has occurred next to the sidewalk. These restoration issues can be addressed in April of 2009 as they are warranty items that will be corrected by Boscobel Excavating. The Street Committee recommended the Village divide the costs of grading and engineering in twelve equal portions and issue revised statements to the nine residents. The Committee discussed the residents' requests to eliminate administrative fees charged to the project. The Committee recommended if any of the property owners pay their assessment in full by November 15, the Village will waive the administrative fees. The Committee discussed policies regarding trees growing close to a sidewalk project and in the right-of-way. Mr. Olson pointed out the Schultz tree was a pine tree located in the Village right-of-way. The pine tree could have been trimmed up, but since it was a pine tree, the decision was made to have the tree removed as part of the construction project and charge the property owner according to Village Ordinances. Ms. Schultz's son ultimately removed the pine tree, and there were no costs assessed to Ms. Schultz as part of the project. The Committee agreed Scott Schultz was not authorized to remove a tree in the Village right-of-way, and, therefore, no action will be taken on this matter.

Motion by Trustee Leicht, seconded by Trustee Wehrs to approve the October 7, 2008, Street Committee meeting minutes. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

#### Finance and Personnel Committee

Trustee Leicht reported on the October 8, 2008, Finance and Personnel Committee meeting. The purpose of the meeting was to interview the two remaining candidates of the five selected by the Committee for the Recreation Director position. The Committee

recommended that Michelle Czerwan be offered the position of Recreation Director pending approval of the Village Board at its next regular meeting.

Motion by Trustee Leicht, seconded by Trustee Engel to approve the Finance and Personnel Committee meeting minutes of October 8, 2008. Roll call vote: Unanimous aye.

#### Finance and Personnel Committee

Trustee Leicht reported on the Finance and Personnel Committee meeting held on October 14, 2008. The Committee reviewed the vacation accrual policy as set forth in the West Salem Employee Handbook. The employees believe vacation is earned in one year to be taken the following year. The Handbook states vacation is earned in the year it is to be taken. The employees requested the Committee review and reconsider the vacation earned and accrual policy. The Committee recommended the Village Board leave the policy as stated in the employee handbook. Engineer Dave Sauer informed Scott Halbrucker he would have the storm water utility calculations complete by the end of October. Allocating portions of capital street projects and other municipal services to the Storm Water Utility will directly affect General Fund Operating Plan proposals. The Committee reviewed a proposed West Salem Administrator Employment Agreement and agreed the Agreement should be effective as of January 1, 2009, and the proposed budgeted salary included in the Agreement. The Committee recommended approval of the contract as written. The Schedule of Fees approved for the 2008 operating plan. The Committee proposes a \$25 user charge with a \$20 deposit for use of the Hazel Brown Leicht Memorial Library meeting room be proposed beginning January 1, 2009. The Committee will review all fees presently charged for update in the 2009 operating plan. Michelle Czerwan arrived to update the Committee on several Recreation Department budget matters. The Lions Club is considering a donation to the 2009 parking lot lights capital project, and Mrs. Czerwan will receive confirmation after the Lions Club meeting next week. Park signage proposed for 2009 can be accomplished in 2008, and leasing to own a 4 X 4 gator is more affordable than renting the equipment each year. The Committee recommended leasing a gator with a blade for various Village snow clearing activities. Mrs. Czerwan requested the Committee review her eight years of employment with the Village for vacation time consideration and further review the salary proposed for the Recreation Director position. Since Mrs. Czerwan's part time employment commenced in January of 2002, she has worked a rough total of 7,643 hours. Equating the total hours into years worked is 3.67 years, and the Committee agreed on a vacation accrual start date of January 1, 2005. The Committee recommended a salary proposal for Michelle Czerwan of \$32,500 beginning January 1, 2009, and, based on performance, increase her salary to \$34,000 beginning July 1, 2009. A proposed new truck lease for a five-year purchase is approximately \$26,300, and the Public Works Budget will be updated accordingly. Salary and fringe benefit allocations were reviewed, and the Committee discussed the possibility of the tax levy increase referendum not passing and how this would affect the 2009 operating plan. The Committee will meet on Tuesday, October 28, 2008, at 8:00 a.m. for further budget review.

Motion by Trustee Leicht, seconded by Trustee Engel to approve the minutes of the October 14, 2008, Finance and Personnel Committee meeting. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

Operator's License Applications

Motion by Trustee Hanson, seconded by Trustee Leicht to approve operator license applications for Becky Estelle Sparks, Linda s. Mertz, and Dustin J. Wood. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Harold to adjourn the meeting at 8:55 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator