

## Regular Board Meeting

November 6, 2007

Meeting called to order at 7:30 p.m. by President Manthei. Trustees present: Engel, Hanson, Harold, Hoffman, Leicht, and Wehrs. Also present: Ray Ebert, Matt Perenchio, Dave Sauer, Wade Peterson, Mary Freybler, Carrie Cooper, Jack Twining, Greg Imgrund, Ray Tollefson, Loren Schwier, Charles Ashbeck, Merle Noren, and Teresa Schnitzler.

### Minutes

Motion by Trustee Engel, seconded by Trustee Wehrs to approve the minutes of the October 16, 2007, Regular Board meeting as written. Roll call vote: Unanimous aye.

### Award Bid for Iron/Manganese Removal Facility

Engineer Dave Sauer presented a Bid Analysis document setting forth the bids received and his analysis for the iron/manganese removal facility. Two bids were received for the project, and Olympic Builders' bid of \$1,228,183 is the responsive low bidder. Mr. Sauer's estimate for the project at bid date was \$1,167,364, which is within 95% of the low bid. Funding for the project is to be covered through collection of impact fees and through the tax incremental district revenue, and financing for the difference between the estimate and the bid costs will be covered by either extending the collection of impact fees to additional future users and by TIF revenues. Construction schedule for the project is set for award in November 2007 with substantial completion of the project by November 15, 2008.

Motion by Trustee Engel, seconded by Trustee Hoffman to accept the low bid of Olympic Builders in the amount of \$1,228,183 contingent upon Wisconsin Department of Natural Resources approval of the submitted plans and specifications. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$40,964.47
<u>Water Utility:</u>	\$16,606.53
<u>Sewer Utility:</u>	\$6,872.31

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

### Finance and Personnel Committee Meeting

Trustee Leicht requested the Board consider the Finance and Personnel Committee meeting minutes separate from the two recommendations made by the Committee and contained in the minutes of the meeting. Trustee Hoffman reported on the October 16,

2007, Finance and Personnel Committee meeting. The Committee reviewed the Village investment status and balances to date and discussed the various fund balance designations. In reviewing the 2008 proposed operating plan, discussion regarding anticipated mobile home park taxes resulted in a budgeted revenue for 2008 of \$52,000. The Committee discussed the Parks Capital items and recommended removing the \$10,000 set aside for parkland acquisition. The Recreation Department budget also included a capital expenditure of \$5,000 for preparation of a conceptual plan for the 12 acres of parkland adjacent to Lake Neshonoc. The Committee recommended removing the proposed \$5,000 capital expenditure and instead Diana Engel will contact UW-La Crosse to arrange for conceptual planning for the park as a class project. The Committee voted to convene in closed session pursuant to Wis. Stat. Sec. 19.85(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. In open session, the Committee recommended the Village go with 10 percent health insurance payment by each employee of whatever the respective premium is. In addition, the Committee recommended to go with 3 percent overall increases with specific additions of Charles Ashbeck to receive \$2,500 per year increase and Loren Schwier and Merle Noren to each receive a 3 percent wage increase and an additional 25-cent per hour.

Employees Carrie Cooper and Julie Erickson submitted letters requesting the Board reconsider the Finance and Personnel Committee's recommendation to require employees enrolled in the health insurance plan to contribute 10 percent to the individual monthly premium. Their letters cited continuing cost of living increases and the financial and emotional impact of the Committee's recommendation on the employee's families. Trustee Leicht conveyed the impact of this change on individual employee net pay, and he felt the Village would be granting a 3 percent wage increase only to take it away with the health insurance contribution change. Trustee Hanson pointed out the three-year Police Union Contract would not be affected by the recommended increase in employee contribution, and he felt this should not be an issue for the rest of the employees. Trustee Hanson felt the health insurance contribution matter should be decided by the Board now rather than at the next Finance and Personnel Committee meeting. Mary Freybler addressed the Board with a request the Finance and Personnel Committee consider a monetary payment or credit to the employees who have elected not to enroll in the Village health insurance plan. Trustee Hoffman agreed the Committee would review the request.

Motion by Trustee Leicht, seconded by Trustee Wehrs to approve the minutes of the October 16, 2007, Finance and Personnel Committee meeting with the condition the proposed salary increases and the health insurance employee contribution increase be reconsidered by the Committee at its next meeting. Roll call vote: Hanson and Wehrs – nay; remainder of Board – aye. Motion approved.

#### Accumulated Sick Leave at Retirement Proposal

President Manthei presented a new accumulated sick leave at retirement proposal to the Board. The new proposal stated non-bargaining full time employees who retire with at least 25 years of service will be credited with 60% of accumulated and unused sick leave at the time of retirement from the Village of West Salem, provided the conditions identified below are satisfied. This credit can be applied toward payment of a monthly

employee health insurance policy or toward an employee retirement account. The value of the accumulated sick leave shall be computed at the regular hourly rate in effect at the date of retirement, excluding any other additions to the regular rate. In no event shall a cash payment be available. The conditions of receiving this sick leave payout include:

- 1.) A 30 day notice of intent to retire prior to the designated retirement date is received at the Village Administrator's office.
- 2.) The Village's current health plan is the policy carrier.
- 3.) There are no death benefits implied or available.
- 4.) The retirement is voluntary.
- 5.) Only one retirement from the Village per employee qualifies.
- 6.) Payments are made directly by the Village to the applicable health insurance plan or retirement plan.
- 7.) The sick leave records provided by the Village Administrator's office are the official basis of the payout.

Trustee Hanson felt a couple of provisions in the proposal were unnecessary, and he stated the new policy should now be added to the employee handbook.

Motion by President Manthei, seconded by Trustee Harold to approve the accumulated sick leave at retirement proposal as presented. Roll call vote: Engel and Hoffman – nay; remainder of Board – aye. Motion approved.

#### Ordinance No. 422 Creating Village Park Hours

Motion by Trustee Engel, seconded by Trustee Leicht to schedule a public hearing on Ordinance No. 422 to create Village Park Hours for Tuesday, December 4, 2007, at 7:15 p.m. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

#### Resolution No. 15.07 – Cooperative Recycling Efficiency Program

Motion by Trustee Hanson, seconded by Trustee Leicht to approve Resolution No. 15.07 – Cooperative Recycling Efficiency Program. Roll call vote: Unanimous aye.

WHEREAS, the Village of West Salem desires to promote and enhance recycling education for its residents; and,

WHEREAS, the Village of West Salem may apply for a grant from the Wisconsin Department of Natural Resources for entering into a Cooperative Recycling Agreement with other municipalities; and

WHEREAS, joint educational efforts will decrease the overall cost of sending brochures to all Village residents; and

WHEREAS, a unified recycling message among several La Crosse County municipalities will eliminate some confusion from residents who move between municipalities in La Crosse County and gain recognition of recycling educational brochures throughout La Crosse County.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of West Salem that a Cooperative Recycling Agreement between the Cities of La Crosse and Onalaska, Villages of Holmen and West Salem, County of Buffalo, and the Towns of Shelby, Campbell, Onalaska, Farmington, Holland, and Hamilton is hereby approved.

BE IT FURTHER RESOLVED that the Village President and Village Administrator are hereby authorized to execute said Agreement.

BE IT FURTNER RESOLVED that the Village Administrator is authorized to take any and all steps necessary to effectuate said Agreement.

DATED this \_\_\_\_\_ day of November, 2007.

/s/

\_\_\_\_\_   
 Dennis Manthei, Village President

(SEAL)

/s/

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 Teresa L. Schnitzler, Village Administrator

Operator's Licenses

Motion by Trustee Harold, seconded by Trustee Engel to approve the operator's license applications for Mary Allen, Clare L. Kelsall, and Debra K. Lyskowski. Roll call vote: Unanimous aye.

Motion by Trustee Engel, seconded by Trustee Leicht to adjourn the meeting at 8:31 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator/Clerk-Treasurer