

Regular Meeting

November 15, 2016

Meeting called to order at 7:00 p.m. by Village Administrator Teresa Schnitzler. Trustees present: Brown, Deal, Hennessey, Lautz, Leicht, and Schumacher. Excused: President Manthei. Also present: Public Works Director Scott Halbrucker, Police Lieutenant Jeremy Randall, Recreation Director Michelle Czerwan, Peyton Czerwan, and Village Attorney Bryant Klos.

Motion by Trustee Deal, seconded by Trustee Hennessey to appoint Trustee Leicht to preside over the regular meeting of the Village Board due to the excused absence of President Manthei pursuant to Wis. Stat. Sec. 61.32. Roll call vote: Unanimous aye.

Minutes

Motion by Trustee Deal, seconded by Trustee Hennessey to approve the minutes of the November 1, 2016, Regular Board meeting as written. Roll call vote: Unanimous aye. Motion approved.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$45,709.85
<u>Water Utility:</u>	\$8,820.18
<u>Sewer Utility:</u>	\$12,756.96
<u>Storm Water Utility:</u>	\$733.95

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

Application for Coin Machine Permit

Motion by Trustee Lautz, seconded by Trustee Deal to approve the issuance of a coin machine permit for eight coin machines at JT's Longshots Bar & Grill. Roll call vote: Unanimous aye.

Application for Alcohol Beverage License

Motion by Trustee Schumacher, seconded by Trustee Hennessey to approve the issuance of an alcohol beverage license to Brianna B. Hernandez. Roll call vote: Unanimous aye.

Street Committee

Trustee Deal reported on the November 7, 2016, Street Committee meeting.

The purpose of the meeting was to review and discuss for recommendation to the Finance and Personnel Committee and Village Board funding and potential developer's agreements for the extension of East Franklin Street from Lincoln Street to new development approved in Conditional Use Permit No. 26. Attorney Klos informed the Street Committee that the La Crosse County ARC GIS mapping system is in error. East Franklin Street right-of-way extended, which appears on the La Crosse County mapping to be a Village platted street, is in fact not a platted street. In reviewing original plat maps, Outlot 44, which is owned by Legacy Holdings and Outlot 45 owned by Carol and Tom Saxton touch with no Village street in between to meet Outlot 43 owned by JV King properties. In order for JV King's development to proceed pursuant to the terms of the approved conditional use permit, there will need to be a development agreement between Legacy Holdings, Saxton, and King. Village Codes require all structures must have a minimum 60 feet of street frontage. Presently, neither Saxton nor Legacy has buildable parcels because there is no street frontage. The only way these parcels can be buildable would be if East Franklin Street is extended eastward for Saxton at least 60 feet and for Legacy at least 72 feet. King, Saxton, and Legacy, therefore, need to form a development agreement as follows:

Legacy and Saxton would deed to the Village for right-of-way purposes a combination of land so that East Franklin could be extended east 66 feet wide and 80 feet long. This would be a sufficient grant in creation of right-of-way so that both the Saxton and Legacy properties would be developable; and

Saxton, Legacy, and JV King and the Village would enter into a development agreement that the remaining connection between where East Franklin Street terminates and the JV King property starts would be 66 feet wide and 65 feet long and come under joint ownership of JV King, Legacy, and Saxton with a joint driveway and maintenance agreement for the same and along with that would go a permanent easement to the Village for ingress and egress over this area.

If the parties are able to reach agreements, the Street Committee needs to make a recommendation to the Finance and Personnel Committee as East Franklin Street would be a 2017 budget consideration. If agreements are not reached, the budgeted funding would not be utilized. The budget proposal allows funding to widen East Franklin Street east of Lincoln Street from its approximately 26 feet in width to 35 feet in width back of curb to back of curb to match East Franklin west of Lincoln and to extend East Franklin Street 235 feet for a total cost estimated to be \$112,310. Curb and gutter costs would be assessable to the benefiting property owners, and sanitary 8-inch sewer, manhole, and street paving of the last 80 feet would be assessable to the three benefiting property owners. Amy Lovejoy was asked about their timelines for development of Outlot 44, and Ms. Lovejoy stated development would not be in the near future. She also stated Mr. Saxton has no immediate plans to build on his lot. Teresa Schnitzler and Jerry Saterbak informed the Committee Mr. King plans to discuss an appeal to the County of La Crosse on driveway access off Neshonoc Road.

Attorney Klos recommended he and Teresa Schnitzler also attend an initial meeting with La Crosse County on this matter. The Committee recommended to the Finance and Personnel Committee and Village Board to include financing to extend East Franklin Street 235 feet and to widen East Franklin Street east of Lincoln Street from its approximately 26 feet in width to 35 feet in width, back of curb, to match East Franklin Street west of Lincoln Street for a total estimated cost of \$112,310.

Motion by Trustee Deal, seconded by Trustee Lautz to approve the minutes of the Street Committee meeting of November 7, 2016. Roll call vote: Unanimous aye.

Finance and Personnel Committee

Trustee Leicht reported on the Finance and Personnel Committee meeting held on November 7, 2016. The purpose of the meeting was to review for recommendation to the Village Board funding and potential developer's agreement for the extension of East Franklin Street from Lincoln Street to the proposed KV King development approved in Conditional Use Permit No. 26, continue 2017 Operating Plan review and preparation, review and recommend for approval 2017 West Salem Fee Schedule, and consider a recommendation to schedule a public hearing on the 2017 Operating Plan. Attorney Klos reviewed with the Committee the discussions had and recommendations made by the Street Committee with regard to the East Franklin Street extension. Because the La Crosse County ARC GIS mapping system is in error, the East Franklin Street right-of-way extended, which appears on the County mapping to be a Village platted street, is in fact not a platted street. In order for JV King's development to proceed pursuant to the terms of the approved conditional use permit, there will need to be a development agreement between Legacy Holdings, Saxton, and King. Village Codes require all structures must have a minimum 60 feet of street frontage. Presently, neither Saxton nor Legacy has buildable parcels because there is no street frontage. The only way these parcels can be buildable would be if East Franklin Street is extended eastward for Saxton at least 60 feet and for Legacy at least 72 feet. If the parties are able to reach development agreements, the Street Committee then reviewed and recommended to the Finance and Personnel Committee that financing be included in the 2017 Operating Plan to extend East Franklin Street 235 feet and to widen East Franklin Street east of Lincoln Street from its approximately 26 feet in width to 35 feet in width, back of curb, to match East Franklin Street west of Lincoln Street for a total estimated cost of \$112,310. Attorney Klos also clarified Wisconsin State Statutes regarding municipal borrowing. Technically, municipalities are not allowed to borrow funds for police vehicles. Municipalities can borrow for public works street projects and utilize short-term promissory notes for operational costs. The Committee reviewed the proposed 2017 Operating Plan to date which does not yet include financing for the East Franklin Street extension. The draft incorporates department budget requests as recommended by the Committee and anticipated revenues and expenditures for

2017. Effective December 1, 2016, the Fair Labor Standards Act becomes effective wherein the salary threshold for managers and supervisors will increase from \$23,660 to \$47,476 per year in order to be exempt from overtime pay. The Committee talked with Recreation Director Michelle Czerwan about her job duties oftentimes requiring work outside of the normal work hours. Granting a minimum number of overtime hours be budgeted for the position will result in total wages just below the new FLSA threshold. The Committee requested Mrs. Czerwan revise her budget to compensate for the new standard. The Committee then reviewed the proposed Resolution 6.16 West Salem Fee Schedule. A permit and operator fee for public passenger vehicles was recommended in the fee schedule, and no other changes were recommended. The Committee recommended approval of Resolution 6.16 West Salem Fee Schedule and to schedule a public hearing on the 2017 operating plan be scheduled for Tuesday, December 6, 2016, at 6:50 p.m.

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the November 7, 2016, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Deal to approve Resolution 6.16 West Salem Fee Schedule as presented. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Schumacher to schedule a public hearing on the 2017 Operating Plan for Tuesday, December 6, 2016, at 6:50 p.m. Roll call vote: Unanimous aye.

Motion by Trustee Lautz, seconded by Trustee Hennessey to adjourn the meeting at 7:22 p.m. Approved by voice vote.

Administrator

Teresa L. Schnitzler, Village