

Public Hearing  
Proposed 2009 Operating Plan

December 2, 2008

Hearing called to order at 7:15 p.m. by President Manthei. Trustees present: Engel, Hanson, Harold, Hoffman, Leicht, and Wehrs. Also present: Public Works Director Scott Halbrucker, Ray Ebert, Lester Hanson, Police Chief Charles Ashbeck, and Village Administrator Teresa Schnitzler.

This hearing was held for the purpose of hearing any taxpayer or citizen comments or questions pertaining to the proposed Village budget for 2009.

There were no citizens present to speak for or against the proposed 2009 Operating Plan.

Motion by Trustee Hoffman, seconded by Trustee Leicht to adjourn the public hearing at 7:19 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator

Regular Board Meeting

December 2, 2008

Meeting called to order at 7:30 p.m. by President Manthei. Trustees present: Engel, Hanson, Harold, Hoffman, Leicht, and Wehrs. Also present: Coulee News Reporter Brad Bryan, Public Works Director Scott Halbrucker, Police Chief Charles Ashbeck, Ray Ebert, Lester Hanson, and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Harold, seconded by Trustee Engel to approve the minutes of the November 18, 2008, Regular Board meeting as written. Roll call vote: Hanson – nay; remainder of Board - aye. Motion approved.

Claims

Claims from the following funds were presented for payment:

|                       |             |
|-----------------------|-------------|
| <u>General Fund:</u>  | \$40,100.57 |
| <u>Water Utility:</u> | \$34,755.78 |
| <u>Sewer Utility:</u> | \$4,963.45  |

Motion by Trustee Hoffman, seconded by Trustee Engel to approve the payment of all claims as presented. Roll call vote: Hanson – nay; remainder of Board - aye. Motion approved.

Resolution 19.08 West Salem 2009 Fee Schedule

Motion by Trustee Hoffman, seconded by Trustee Harold to approve Resolution 19.08 adopting the 2009 West Salem Fee Schedule. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

The Village Board of the Village of West Salem does hereby establish the following Schedule of Fees:

**Abandoned and Junked Vehicles or Appliances:**

|  |                                |                 |         |
|--|--------------------------------|-----------------|---------|
| Abandoned Vehicle Impoundment Fee      | Actual Cost and Administrative |                 |         |
| Fees                                   |                                |                 |         |
| Abandoned Vehicle                      | \$                             | 50.00           | Per Day |
| Junked Vehicle                         | \$                             | 100.00 - 500.00 | Per Day |
| Removal of junked vehicle or appliance | Actual Cost and Administrative |                 |         |
| Fees                                   |                                |                 |         |
| Interference with Removal/Disposal     | \$                             | 100.00 - 500.00 |         |

**Administrative Fee:**

A fee equal to the cost of any legal, administrative, or fiscal work which may be undertaken by the Village.

**Adult-Oriented Establishments:**

|             |    |        |        |
|-------------|----|--------|--------|
| License Fee | \$ | 500.00 | Annual |
| Renewal Fee | \$ | 100.00 | Annual |
| Late Fee:   | \$ | 10.00  | Each   |

**Alcohol License Fees:**

|  |    |           |        |
|--|----|-----------|--------|
| Temporary Operator                               | \$ | 10.00     | Each   |
| Provisional Operator                             | \$ | 5.00      | Each   |
| Operator   | \$ | 15.00     | Annual |
| “Class A” Liquor                                 | \$ | 350.00    | Annual |
| Class “A” Beer                                   | \$ | 100.00    | Annual |
| “Class B” Liquor                                 | \$ | 350.00    | Annual |
| Class “B” Beer                                   | \$ | 100.00    | Annual |
| Class “C” Liquor                                 | \$ | 10.00     | Annual |
| Class “D” Liquor                                 | \$ | 10.00     | Annual |
| Wholesaler’s Fermented Malt Beverage             | \$ | 10.00     | Annual |
| Temporary Class “B” Beer (Special Event, Picnic) | \$ | 10.00     | Per    |
| Event  |    |           |        |
| “Reserve Class B” Liquor                         | \$ | 10,000.00 | Each   |
| Pharmacist’s License                             | \$ | 10.00     | Annual |
| Publication Fee                                  | \$ | 20.00     | Annual |
| Late Fee   | \$ | 10.00     | Per    |
| License  |    |           |        |
| Background Check                                 | \$ | 5.00      | Per    |
| License  |    |           |        |

**Animal Control:**

|                             |    |                |         |
|-----------------------------|----|----------------|---------|
| Unneutered Male Dog License | \$ | 20.00          | Annual  |
| Unspayed Female Dog License | \$ | 20.00          | Annual  |
| Neutered Male Dog License   | \$ | 10.00          | Annual  |
| Spayed Female Dog License   | \$ | 10.00          | Annual  |
| Animal Control Penalty      | \$ | 25.00 - 250.00 | Per Dog |

|                                     |                  |         |
|-------------------------------------|------------------|---------|
| Rabies Vaccination Required Penalty | \$ 10.00 - 25.00 | Per Dog |
|-------------------------------------|------------------|---------|

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**Amusements:**

Amusement Devices (See Coin Machines)  
Parades, Special Events (See Public Amusements)

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**Antenna Fee:**

None Stated in Chapter 3.14(C)

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**Annexations:**

A fee equal to the cost of any legal, engineering, administrative, or fiscal work which may be undertaken by the Village.

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**Appliance, Box, or Structure (See Recycling Charges)**

(See also Abandoned and Junked Vehicles or Appliances)

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**Assessment Payment Schedule (Special):**

If Special Assessments Exceed \$400, maximum terms are as follows:

|                          |  |
|--------------------------|--|
| \$400.00 or less         | Paid by December 1 (same year)   |
| \$401.00 to \$799.00     | Paid over two (2) years  |
| \$800.00 to \$1,499.00   | Paid over three (3) years  |
| \$1,500.00 to \$2,999.00 | Paid over four (4) years   |
| \$3,000.00 and over      | Paid over five (5) years   |
| Administrative Fees      | 7.5%   |
| Interest                 | 1% in excess of the then 1-year C.D. rate of the official Village bank |

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**Bicycles:**

|                                    |    |       |          |
|------------------------------------|----|-------|----------|
| License Fee                        | \$ | 1.00  | Per Bike |
| Operating Rules Violation          | \$ | 10.00 |          |
| Riding on Sidewalks Violation      | \$ | 10.00 |          |
| Stunt or Trick Riding Violation    | \$ | 10.00 |          |
| Unreasonable Speed Violation       | \$ | 10.00 |          |
| Towing Person Violation            | \$ | 10.00 |          |
| Carrying Extra Passenger Violation | \$ | 10.00 |          |
| Parking Violation                  | \$ | 10.00 |          |

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**Billiards Fee:**

(See Coin Machines)

|           |                 |           |
|-----------|-----------------|-----------|
| Penalties | \$ 5.00 - 25.00 | Per Table |
|-----------|-----------------|-----------|

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**Board of Appeals:**

|  |    |        |            |
|--|----|--------|------------|
| Building Permit Appeal Application Fee | \$ | 100.00 | Per Appeal |
|--|----|--------|------------|

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**Building Permit Fees** (Fees are in addition to any Department of Commerce Permit Fees):

|  |    |                     |      |
|--|----|---------------------|------|
| Garage   | \$ | 40.00               | Each |
| New Dwellings, Additions, Decks, and Alterations (Residential) | \$ | .23 per square foot |      |
| Business, Institutional and Office Buildings                   | \$ | .10 per square foot |      |
| Manufacturing and Industrial Buildings                         | \$ | .08 per square foot |      |
| Razing Permits   | \$ | 20.00               | Each |
| Moving Buildings over Public Ways (any structure)              | \$ | 25.00               | Each |
| Permission to start construction                               | \$ | 35.00               | Each |

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**Building Permit Fees (cont'd):**

|              |    |       |      |
|--------------|----|-------|------|
| Fence permit | \$ | 25.00 | Each |
|--------------|----|-------|------|

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|---|---------------------------|-----------------|
| Failure to comply                               | \$ 10.00 - 100.00         |                 |
| Variance Application (Board of Appeals)         | \$ 100.00                 | Per Appeal      |
| Shoreland/Wetland Zoning Permit (County fee)    |                           |                 |
| Sign Permit                                     | \$ .50                    | per square foot |
| Sign Permit Violations                          | \$ 4 times Permit Amount  |                 |
| Mobile Home Building Permit Fee                 | \$ 300.00 plus State seal |                 |
| Minimum cost for any building permit not listed | \$ 20.00                  | Each            |

**Cable and Video Television Franchise Fee:** 5% of gross receipts

**Capital Improvement for Park Development** (See Development Fees)

**Cell Towers** (See Telecommunications Structures and Towers)

**Certified Survey Map Review** (See Development Fees)

**Cigarette License:** \$ 50.00 Annual

**Code of Ethics Violation Penalty:** \$ 100.00 - 1,000.00 Each

**Coin Machines, Juke Box/Pinball Machines:**

|             |                 |             |
|-------------|-----------------|-------------|
| License Fee | \$ 10.00        | Annual      |
| Penalty     | \$ 5.00 - 50.00 | Per Machine |

**Conditional Use Permit:** \$ 100.00 Each

**Credit Card Convenience Fee** 3.5% of payment amount

**Dance License:**

|         |                  |        |
|---------|------------------|--------|
| Fee     | \$ 5.00          | Annual |
| Penalty | \$ 10.00 - 50.00 | Each   |

**Delinquent Personal Property Tax Interest Rate:** 1% per month until paid

**Development Fees:**

|  |  |              |
|--|--|--------------|
| Preliminary Plat Review parcel                               | \$ 25.00 plus \$2 for each lot or parcel |              |
| Final Plat Review parcel                                     | \$ 25.00 plus \$2 for each lot or parcel |              |
| Plat Reapplication Fee                                       | \$ 15.00                                 |              |
| Capital Improvement for Park Development (w/land dedication) | \$ 345.00                                | Per Dwelling |
| Public Park Site Fee   | \$ 839.00                                | Per Dwelling |
| Park Fees for Annexed Lands                                  | \$ 839.00                                | Per Dwelling |
| Park Fees for Commercially Developed Lands                   | \$300.00 plus \$25 per acre              |              |
| Public Improvement Inspection Fees (utilities, streets) Fees | Actual Cost and Administrative           |              |
| Engineering Fees   | Actual Cost and Administrative           |              |
| Fees   |  |              |
| Administrative Fees  | Actual Cost and Administrative           |              |
| Fees   |  |              |
| Development and Subdivision Penalties                        | \$ 25.00 - 200.00                        |              |
| Certified Survey Map Review                                  | \$ 100.00                                | Per Lot      |
| Resubmittal of Certified Survey Map for Review               | \$ 50.00                                 | Per Lot      |

**Direct Seller's Permit (See Transient Merchant)**

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|  |                   |      |
|--|-------------------|------|
| <b>Discrimination in Housing Penalty</b> | \$ 10.00 - 200.00 | Each |
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|                         |          |          |
|-------------------------|----------|----------|
| <b>Dumpster Permit:</b> | \$ 10.00 | Per Unit |
|-------------------------|----------|----------|

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|---|-------------------------------------|--|
| <b>Elections (special for non-municipal purposes)</b> | Actual Cost and Administrative Fees |  |
|---|-------------------------------------|--|

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|--|--|--|
| <b>Engineering Fees (See Development Fees)</b> |  |  |
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|---------------------------|---------|----------|
| <b>Fascimile Service:</b> | \$ 1.00 | Per Page |
|---------------------------|---------|----------|

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|------------------------------|-------------------|------|
| <b>Flood Plain Penalties</b> | \$ 50.00 - 200.00 | Each |
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|--------------------------------|----------|--------|
| <b>Gas Installation Permit</b> | \$ 10.00 | Annual |
|--------------------------------|----------|--------|

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|------------------------------------|----------|------|
| <b>Gasoline Station Permit Fee</b> | \$ 10.00 | Each |
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|-------------------------------|----------|--------|
| <b>Gas Safety License Fee</b> | \$ 10.00 | Annual |
|-------------------------------|----------|--------|

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|--|------------------------|--|
| <b>Grass, Leaves, and Noxious Weeds:</b>             |                        |  |
| Grass and Weed Cutting                               | \$ 75.00/hr. – Minimum |  |
| Blowing or Placing Grass and Leaves in Right-of-Ways | \$ 10.00 - 200.00      |  |
| Grass and Weed Cutting Penalty                       | \$ 75.00               |  |

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| <b>Historic Preservation Penalties</b> | \$ 20.00 - 500.00 |  |
|--|-------------------|--|

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|                              |                                   |        |
|------------------------------|-----------------------------------|--------|
| <b>Hotel/Motel Room Tax:</b> |                                   |        |
| Tax Imposed                  | 1% of gross receipts              |        |
| Administration Fee           | 5% of tax imposed                 |        |
| Permit Fee                   | \$ 10.00                          | Annual |
| Renewal Fee                  | \$ 5.00                           | Annual |
| Failure to File Return       | 10% of tax required to be paid    |        |
| Unpaid Room Tax Interest     | 18% per annum                     |        |
| Delinquent Tax Return        | \$ 10.00                          |        |
| Negligent and Late Return    | 25% of tax, exclusive of interest |        |
| Failure to Obtain Permit     | \$ 1,000.00 plus costs            |        |

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| <b>Insufficient Funds Check (See Return Check Charge)</b> |  |  |
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| <b>Juke Box/Pinball Machines (See Coin Machines)</b> |  |  |
|--|--|--|

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|---|--|--|
| <b>Junked Vehicles (See Abandoned and Junked Vehicles and Appliances)</b> |  |  |
|---|--|--|

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|                                    |          |         |
|------------------------------------|----------|---------|
| <b>Library Community Room Use:</b> |          |         |
| Room Rental                        | \$ 25.00 | Per Use |
| Refundable Security Deposit        | \$ 20.00 | Per Use |

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**Mobile Home Parks:**

|                                    |    |      |                              |
|------------------------------------|----|------|------------------------------|
| License fee                        | \$ | 2.00 | Per                          |
| Space                              |    |      |                              |
| Delinquent Payment of Monthly Fees |    |      | Interest as applied to taxes |

**NSF Check Charge (See Return Check Charge)****Parking:**

|   |    |       |                                |
|---|----|-------|--------------------------------|
| Removal of Parking Signs in Violation of Ordinance Fees |    |       | Actual Cost and Administrative |
| Removal Violating Vehicles Fees                         |    |       | Actual Cost and Administrative |
| Alternate Side Parking                                  | \$ | 8.00  | Per Day                        |
| Overtime Parking  | \$ | 8.00  | Per Day                        |
| Abandoned Vehicle                                       | \$ | 25.00 | Per Day                        |
| Alley Parking   | \$ | 8.00  | Per Day                        |
| Parking in Loading Zone                                 | \$ | 8.00  | Per Day                        |
| Handicapped Parking                                     | \$ | 50.00 | Per Day                        |
| Fire Hydrant Zone                                       | \$ | 50.00 | Per Day                        |
| Parking in School Zone                                  | \$ | 8.00  | Per Day                        |
| Night Parking   | \$ | 8.00  | Per Day                        |
| No Parking Zone   | \$ | 8.00  | Per Day                        |
| Bicycle Parking   | \$ | 10.00 | Per Day                        |

**Park Shelter and Park Use Fees:**

|  |    |        |             |
|--|----|--------|-------------|
| Shelter Rental   | \$ | 30.00  | Per Day     |
| Refundable Deposit   | \$ | 20.00  | Per Renter  |
| Lion's Shelter Light Charge  | \$ | 10.00  | Per Renter  |
| Lion's Shelter Rolldown Doors (with Board approval)<br>(Plus \$1,200 Security Deposit) | \$ | 250.00 | Per Day     |
| Ballfield Rental (1 day event)   | \$ | 40.00  | Per Field   |
| Ballfield Rental (Weekend Tournament)  | \$ | 200.00 | Per Weekend |

**Photocopy Fees:**

|    |     |          |
|----|-----|----------|
| \$ | .25 | Per Copy |
|----|-----|----------|

**Police Department Charges:**

|                   |    |      |            |
|-------------------|----|------|------------|
| Accident Report   | \$ | 1.00 | Per Report |
| Photocopy Charges | \$ | .25  | Per Copy   |

**Public Amusement:**

|                     |    |          |                                     |
|---------------------|----|----------|-------------------------------------|
| Annual License Fee  | \$ | 500.00   | Annual                              |
| Daily License       | \$ | 25.00    | Per Event                           |
| Bond                | \$ | 1,000.00 | Per Event                           |
| Extra Ordinary Fees |    |          | Actual Cost and Administrative Fees |

**Public Works Charges:**

|   |    |               |                                     |
|---|----|---------------|-------------------------------------|
| Labor   | \$ | 40.00         | Per Hour                            |
| Equipment Rental  | \$ | 40.00 - 75.00 | Per Hour                            |
|   |    |               | Depending on Equipment Used         |
| Any and all supplies, property, etc. used for repairs/damages |    |               | Actual Cost and Administrative Fees |

**Return Check Charge:**

|    |       |           |
|----|-------|-----------|
| \$ | 25.00 | Per Check |
|----|-------|-----------|

**Recycling Charges:**

|                  |    |       |          |
|------------------|----|-------|----------|
| Appliances       | \$ | 20.00 | Per Unit |
| Automobile Tires | \$ | 2.00  | Per Tire |
| Truck Tires      | \$ | 10.00 | Per Tire |

|   |                                       |                  |                 |
|---|---------------------------------------|------------------|-----------------|
| Tractor Tires   | \$                                    | 15.00            | Per tire        |
| Large Appliances  | Actual Cost Charged by Recycler       |                  |                 |
| Recycling Bin   | \$                                    | 9.00             | Per Bin         |
| Recyclable Materials Penalty – 1 <sup>st</sup> Offense  | \$                                    | 50.00            |                 |
| - 2 <sup>nd</sup> Offense   | \$                                    | 200.00           |                 |
| - 3 <sup>rd</sup> Offense & Subsequent  | \$                                    | 2,000.00         |                 |
| <hr/>   |                                       |                  |                 |
| <b>Sewer Accidental Discharge Penalty:</b>  | \$                                    | 500.00           | If Reported     |
|   | \$                                    | 1,500.00         | If Not Reported |
|   | Plus Actual Costs Incurred by Village |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Sidewalk Permits</b>   |                                       |                  |                 |
| Installation  | \$                                    | 5.00             | Each            |
| Repair  | \$                                    | 5.00             | Each            |
| Village Installed or Repaired   | Actual Cost and Administrative Fees   |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Sign Permit (See Building Permits)</b>   |                                       |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Snow and Ice Removal:</b>  | \$                                    | 75.00/hr.        | – Minimum       |
| <hr/>   |                                       |                  |                 |
| <b>Snowmobiles:</b>   |                                       |                  |                 |
| Operator's Permit   | \$                                    | 2.00             | Annual          |
| Parking/Highway Fees  | Same as Motor Vehicle Fines           |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Stormwater Management Permit Fee</b>   | \$                                    | 250.00           | Each            |
| <hr/>   |                                       |                  |                 |
| <b>Street and Sidewalk Excavation (Street Opening Permit):</b>  | \$                                    | 25.00            | Each Site       |
| <hr/>   |                                       |                  |                 |
| <b>Taxicabs</b>   |                                       |                  |                 |
| License Fee   | \$                                    | 10.00            | Annual          |
| Each Additional Vehicle Operated  | \$                                    | 5.00             | Annual          |
| Vehicle Operator  | \$                                    | 2.00             | Each            |
| <hr/>   |                                       |                  |                 |
| <b>Telecommunications Structures and Towers (Cell Towers):</b>  |                                       |                  |                 |
| Conditional Use Permit Fee  | \$                                    | 1,000.00         | Each            |
| Annual Report Fee   | \$                                    | 250.00           | Annual          |
| Fees equal to the cost of any legal, administrative, or fiscal work which may be undertaken by the Village. |                                       |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Tobacco License (See Cigarette License)</b>  |                                       |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Transient Merchant:</b>  |                                       |                  |                 |
| Registration Fee  | \$                                    | 10.00            | Each            |
| Penalty   | \$                                    | 10.00 - 1,000.00 |                 |
| <hr/>   |                                       |                  |                 |
| <b>Trees</b>  |                                       |                  |                 |
| Planting or Transplanting   | \$                                    | 5.00             | Each Tree       |
| Removal   | \$                                    | 5.00             | Each Tree       |
| Unlawful Planting or Removal  | Actual Cost and Administrative Fees   |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Vacate Street or Alley</b>   | Actual Cost and Administrative Fees   |                  |                 |
| <hr/>   |                                       |                  |                 |
| <b>Weed Cutting:</b>  | \$                                    | 75.00/hr.        | – Minimum       |

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Zoning Amendment Petition (Rezoning):

\$

100.00

Each

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### Adopt 2009 Operating Plan

Motion by Trustee Hoffman, seconded by Trustee Engel to approve the 2009 Operating Plan, which calls for total expenditures of \$2,187,353 and a levy of \$994,791. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

### Subdivision Design

Trustee Hanson discussed stormwater designs for new and old subdivisions. West Rhyme Addition includes sways and infiltration areas, and recently contractors have changed the design of the originally approved stormwater plans. Trustee Hanson stressed the Planning Commission and Village Board should have ultimate decision-making authority on any stormwater management plans.

### West Salem Area Tourism Ad Hoc Committee

During the November 18, 2008, West Salem Area Tourism Ad Hoc Committee, Patsy Hofer updated the Committee on the Octagon/Tourism House. The Committee is looking into helping the Historical Society with signage for the house and West Salem Tourist Information. Waiting on bids for the signs. This Committee will keep the Rustic Road Information box filled throughout the year. Steve Plenge will handle this. Greg Mader informed the Committee about the Village Web Site. The Committee will look into ways to update and add to the Web Site for Tourism Information. Adding Tourist Attractions and their Links is step one. The Committee will gather information regarding the Welcome to West Salem signs entering the Village. The Committee will look into Information Booths or kiosks to have located at various key points. Next Meeting: Tuesday, February 17, 2009 5:30 PM AmericInn Motel.

Motion by Trustee Engel, seconded by Trustee Leicht to approve the minutes of the West Salem Area Tourism Ad Hoc Committee. Roll call vote: Unanimous aye.

### Bicycle and Pedestrian Ad Hoc Committee

Trustee Harold reported on the December 1, 2008, Bicycle and Pedestrian Ad Hoc Committee meeting. Vision and goals were discussed for SRTS to prepare for funding in 2010. The Committee will analyze safe routes on a two mile radius from school and then determine what improvements need to be made. Tim Tiber reported on the MPO Bike and Pedestrian meeting in La Crosse. Police Chief Charles Ashbeck reported that we are unable to borrow the speed traffic display from La Crosse due to liability issues. The next meeting will be January 5, 2009, at 7:00 p.m.

Motion by Trustee Harold, seconded by Trustee Engel to approve the minutes of the December 1, 2008, Bicycle and Pedestrian Ad Hoc Committee meeting. Roll call vote: Hanson – nay; remainder of Board – aye. Motion approved.

### Operator's License Application

Motion by Trustee Wehrs, seconded by Trustee Leicht to approve an operator's license for Kyle R. Nephew. Roll call vote: Unanimous aye.



Motion by Trustee Leicht, seconded by Trustee Engel to adjourn the meeting at 8:06 a.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator