

Regular Board Meeting

December 15, 2015

Meeting called to order at 7:00 p.m. by Village Administrator Teresa Schnitzler. Trustees present: Brown, Deal, Lautz, Leicht, and Schumacher. Excused: Manthei and Hennessey. Also present: Public Works Director Scott Halbrucker, Coulee News Special Correspondent Tobias Mann, Police Chief Charles Ashbeck, Recreation Director Michelle Czerwan, and Tony Kurtz, Southwest Regional Director for U.S. Senator Ron Johnson.

Motion by Trustee Schumacher, seconded by Trustee Lautz that due to Village President Manthei's excused absence to appoint Trustee Leicht to preside over the regular meeting of the Board pursuant to Wis. Stat. Sec. 61. Roll call vote: Unanimous aye.

Public Comment

Tony Kurtz, Southwest Regional Director for United States Senator Ron Johnson, introduced himself to the Village Board. Senator Johnson is one of Wisconsin's two United States Senators. Mr. Kurtz works with Senator Johnson's outreach programs to provide assistance to constituents who are experiencing trouble dealing with federal agencies. The outreach program helps navigate through the federal system.

Minutes

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve the minutes of the December 1, 2015, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$57,819.70
<u>Water Utility:</u>	\$7,624.89
<u>Sewer Utility:</u>	\$11,357.92
<u>Storm Water Utility:</u>	\$765.37

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

Appointment of Election Officials

Motion by Trustee Deal, seconded by Trustee Brown to approve the appointments of Constance Blunck, Chief Inspector, Margaret Lyga, Alternate Chief Inspector, Denise Stinson, Alternate Chief Inspector, Annette Belling, Rita Diekroeger, Vickie Evenson, Peg Greene, Karen Hadley, Arlene Haverly, Doneane Hegenbart, Barbara Manthei, Diana Meeuwsen, Judy Morzinski, Phyllis Olson, Ilene Pavelko, Gloria Pralle, Sandra Stavlo, Maureen Tabbert, William Transberg, Lill Twining, Jean Walter, Racheal

Williams, and Rita Zindorf as election officials for a two-year term beginning January 1, 2016, through December 31, 2017. Roll call vote: Unanimous aye.

Update on Onalaska Utilities/Mass Transit Committee Shared Ride Public Transit

Trustee Leroy Brown updated the Village Board on the December 2, 2015, Onalaska Utilities/Mass Transit Committee meeting. The October 2015 statistics are as follows:

- West Salem trips: 926 (decrease of 326 from October 2014)
- Holmen trips: 1,533 (decrease of 331 from October 2014)
- Onalaska trips: 3,828 (increase of 54 from October 2014)
- Total trips: 6,287 (decrease of 603, or 8.75 percent, from October 2014)
- MTU passes: 827 (decrease of 55 from October 2014)
- Agency trips: 804 (decrease of 91 from October 2014)
- Year-to-date: 59,726 (decrease of 4,303 from October 2014)
- Revenue: \$193,332 (increase of \$2,143, or 1.12 percent, from October 2014)

The Committee discussed the decrease in ridership and whether it is consistent with other locations. The fact Gunderson and Mayo are no longer distributing free passes to riders may be affecting the ridership numbers. Trustee Brown informed that Committee the Village of West Salem is attempting to determine unique ridership totals so it will better understand how many citizens are being served. He was informed no such software exists to tract unique riders. Trustee Brown also informed the Committee he had been asked to bring up the Village of Bangor's continued interest in obtaining a cost figure for joining. Ridership information must first be obtained from the Village of Bangor and the Village of Rockland in order to be able to develop a cost estimate for both Villages.

Alcohol Beverage License Applications

Motion by Trustee Schumacher, seconded by Trustee Deal to approve the issuance of alcohol beverage licenses to Brittney S. DeFlorian, Stephanie M. Horstman, Josh J. Maliszewski, and Phyllis J. Rask. Roll call vote: Unanimous aye.

Buildings and Grounds Committee

Trustee Lautz reported on the December 1, 2015, Buildings and Grounds Committee meeting. The purpose of the meeting was to discuss relocation of the Caryn Modawell Memorial Dog Park to Village-owned land and an update on the Senior Center and West Salem Recreation Department sharing of the second floor space and plans. The County of La Crosse has sold the land the adjacent to East Garland Street now extended that the Village leases from the County. La Crosse County has agreed to give the Village all of the fencing now in place at the dog park, and the Public Works Department is in the process of dismantling the fencing. Public Works Director Scott Halbrucker presented a proposed new location for the dog park. He presented a map depicting Village-owned land next to the turn-around in the lower park near Lewis Point and Lake Neshonoc. The proposed area would be 70' X 240'. There is 900 feet of fencing, and the new area would use 700 feet and still maintain the entrance, transition area. Mr. Halbrucker obtained a \$3,500 estimate from Big Creek Fencing to reinstall the fencing at the new location with a possible donation of labor. The fence would be cut down from its present height of ten feet to six feet alleviating the need to dig the posts out of the ground. As soon as the frost is out of the ground, the new park fencing

can be installed. The Committee was in favor of the new location, citing easy access, the advantage of the area being away from residences, and high use of the park road by the public. The Committee recommended relocating the Caryn Modawell Memorial Dog Park to the Village-owned land at the lower park. Teresa Schnitzler informed the Committee that the La Crosse County Aging Unit has agreed to consolidate its operations and supplies into one central location in order for the West Salem Recreation Department to utilize two offices and a large meeting room on the second floor of the West Salem Community Center. Recreation Department staff spent nearly two weeks cleaning, disposing of outdated and unused items, organizing, and consolidating the Aging Unit and senior citizen materials into one storage area. Ms. Schnitzler stated the use of the senior center has significantly declined over the last ten years, more than likely due to the services offered at the various assisted and independent living facilities now existing in the Village. The number of seniors coming to the nutrition site is now an average of four to six people. Ms. Schnitzler has talked with County Supervisor Ray Ebert, County Administrator Steve O'Malley, and the Interim Director of the Aging Unit regarding the financial impact on the County of continuing to operate the West Salem facility, and Ms. Schnitzler has invited Mr. O'Malley to visit the nutrition site as well. A general discussion was then had regarding maintenance and future capital needs at the West Salem Community Center.

Motion by Trustee Lautz, seconded by Trustee Brown to approve the minutes of the December 1, 2015, Buildings and Grounds Committee meeting as presented. Roll call vote: Unanimous aye.

Caryn Modawell Memorial Dog Park Relocation

Motion by Trustee Lautz, seconded by Trustee Deal to approve the relocation of the dog park to Village-owned land adjacent to the lower park by Lake Neshonoc. Roll call vote: Unanimous aye.

The Village Board directed that a directional sign be posted in the Zanter Park area to assist dog park users in finding the relocated dog park.

Planning Commission

Administrator Schnitzler reported on the Planning Commission meeting held on December 1, 2015. The purpose of the Planning Commission meeting was to review and act on a Petition for Change of Zone, an Application for a Conditional Use Permit, and a certified survey map. Katie and Jason Yahnke and the Stavlo Family submitted a Petition for Change of Zone in order to change vacant residential lots facing Leonard Street adjacent to 607 North Leonard Street from Residential to a Business District. Mr. Yahnke informed the Commission he would like to purchase the lots and construct a seven-unit apartment complex on the combined two lots. The Yahnkes are also considering the purchase of the four-plex presently located at the corner of North Leonard and East Hamlin Streets. Mr. Yahnke stated the proposed use would be similar to the uses of properties in the immediate area. The Yahnkes are proposing townhouses with two bedrooms and two bathrooms with one-car garages and off-street parking to attract higher class tenants. Attorney Klos informed the Commission it is not clear whether there is enough square footage combining the two vacant lots in order to meet the 3,500-square foot per unit ordinance requirement for a seven-unit apartment complex. Attorney Klos stated there is an additional issue with the existing four-plex

unit. The existing four-plex unit was never separated from the two adjacent lots, and there is not enough square footage to support eleven units. Rezoning the existing four-plex from Residential to Business results in the structure being non-compliant, and it is constructed right to the lot line. Attorney Klos suggested certified survey maps be created for either all three lots or two certified survey maps with one being for the present four-plex unit. Combining the two vacant lots with a certified survey map would determine whether there is enough square footage to support a seven-unit building. Attorney Klos also suggested a change of zone from Residential to Business for the four-plex lot would put it into compliance with the Village Code. The Yahnkes were agreeable to obtaining certified survey maps of the area. The Planning Commission directed the parties to present additional information in order to insure there is enough square footage for the proposed units and to contact the La Crosse County Highway Commission regarding access off North Leonard Street. La Crosse County Planner Charlie Handy presented a proposed Certified Survey Map for a parcel located adjacent to East Garland Street extended. La Crosse County plans to sell the 4.09 acres in December. The parcel is located within the tax incremental district, but is not part of the Lakeview Business Park. The sale would add assessable value to the Village, and the County of La Crosse has offered assistance to the Village in dismantling the present dog park. The Planning Commission recommended approval of the Certified Survey Map for La Crosse County property located adjacent to East Garland Street extended.

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the December 1, 2015, Planning Commission meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Deal to approve the Certified Survey Map submitted by La Crosse County for a parcel located adjacent to East Garland Street extended. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Lutz to adjourn the meeting at 7:38 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator