

Regular Board Meeting

December 20, 2011

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Engel, Iverson, Koelbl, Leicht, Schumacher, and Wehrs. Also present: Police Chief Charles Ashbeck, Coulee News Special Correspondent Emily Staed, County Board Supervisor Ray Ebert, Public Works Director Scott Halbrucker, Peyton Czerwan, Recreation Director Michelle Czerwan, Shon Jordan, and Village Administrator Teresa Schnitzler.

Public Comment

County Board Supervisor Ray Ebert informed the Board West Salem's request for ownership of Lewis's Point was approved by the La Crosse County Board. A conditional use permit for a kiosk to be located at the boat landing was also approved.

Minutes

Motion by Trustee Leicht, seconded by Trustee Iverson to approve the minutes of the December 6, 2011, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$51,064.54
<u>Water Utility:</u>	\$68,830.52
<u>Sewer Utility:</u>	\$14,340.86
<u>Storm Water Utility:</u>	\$9,731.95

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

Ordinance No. 442

The State of Wisconsin recently enacted legislation allowing the retail sale intoxicating liquor and fermented malt beverages beginning at 6:00 a.m. instead of 8:00 a.m. Ordinance No. 422 was drafted for consideration by the Board on whether West Salem should modify its hours of sale of intoxicating liquor and fermented malt beverages.

Motion by Trustee Leicht, seconded by Trustee Koelbl to schedule a public hearing on proposed Ordinance No. 442 for Tuesday, January 17, 2012, at 6:55 p.m. Roll call vote: Unanimous aye.

Resolution 15.11

Motion by Trustee Koelbl, seconded by Trustee Engel to approve Resolution 15.11 Sign Retroreflectivity Maintenance Program as presented. Roll call vote: Unanimous aye.

In accordance with the First Edition of the 2009 MUTCD (Manual on Uniform Traffic Control Devices) —Section 2A.08, the Village of West Salem hereby adopts the Visual Nighttime Inspection, and the Expected Sign Life Method as its technique for maintaining sign retroreflectivity levels. The Village Of West Salem is responsible for carrying out these methods and procedures. The Village Of West Salem’s guidelines for inspections are as follows:

Visual Nighttime Inspection Method Procedure

- A two person crew consisting of a driver and Inspector shall conduct sign inspections.
- A model year 2000 or newer sport utility vehicle (SUV) or pick-up truck shall be used for inspections.
- Inspections shall occur at night (complete darkness) at highway speeds, using low-beam headlamps only.
- Sign Retroreflectivity Inspections shall be noted in the Village’s “Sign Sites” computer program.
- The Inspector shall evaluate both colors of signs with two retroreflective colors.
- Signs should be bright enough to be detected and read.
- The Inspector shall rate each sign in the program and note if it needs to be replaced.
- Signs shall be scheduled for replacement based on inspection ratings.
- Inspections shall be done annually.

Expected Sign Life

- When signs are installed, the installation date is labeled on the sign and recorded so that the age is known.
- The age of the sign is compared to the expected sign life.
- The expected sign life is based on the experience of sign retroreflectivity degradation in a geographic area compared to the minimum levels.
- Signs older than expected life should be replaced.

ADOPTED this 20th day of December, 2011.

/s/ _____
Dennis Manthei, Village President

(VILLAGE SEAL)

/s/ _____
Teresa L. Schnitzler, Village Administrator

Appointment of Election Officials

Motion by Trustee Koelbl, seconded by Trustee Wehrs to approve appointment of Constance Blunck, Chief Inspector; Margaret Lyga, Alternate Chief Inspector; Denise Stinson, Alternate Chief Inspector; Doneane Hegenbart; Mary Lou Schauf; Arlene Haverly; Marion Berg; Rita Diekroeger; Gloria Pralle; Jean Walter; Diana Meeuwsen; Phyllis Olson; Ilene Pavelko; Maureen Tabbert; Marlyn Peterson; Annette Belling; Judy Morzinski; Ruth Wehrenberg; Racheal Williams; Mary Bahr; Camille Lusk; and Barbara Manthei as election officials for the two-year term beginning January 1, 2012, and ending December 31, 2013. Roll call vote: Unanimous aye.

Operator’s License Applications

Motion by Trustee Koelbl, seconded by Trustee Iverson to deny an operator's license to Jaime Faye Arnold as recommended by Police Chief Ashbeck. Roll call vote: Unanimous aye.

Law Enforcement Committee

Trustee Wehrs reported on the December 13, 2011, Law Enforcement Committee meeting. The purpose of the meeting was final approval and recommendation to the Village Board the 2012 West Salem Professional Police Union contract. The Committee recommended approval of the 2012 West Salem Professional Police Union contract with the Village of West Salem.

Motion by Trustee Wehrs, seconded by Trustee Leicht to approve the minutes of the December 13, 2011, Law Enforcement Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Wehrs, seconded by Trustee Iverson to approve the 2012 Village of West Salem, Wisconsin Police Department Contract with Police Department Certified Employees Represented by West Salem Police Association. Roll call vote: Unanimous aye.

Finance and Personnel Committee

Trustee Engel reported on the Finance and Personnel Committee meeting held on December 13, 2011. The purpose of the meeting was to discuss new health insurance benefit enrollment updates and to consider convening in closed session for employee evaluations. The Committee was advised of a new enrollee in the Village health insurance plan. The Committee discussed opt out payments to employees not enrolled in the Village health insurance plan. The Committee took no action on this discussion. The Committee met in closed session for employee evaluations.

Motion by Trustee Engel, seconded by Trustee Schumacher to approve the minutes of the December 13, 2011, Finance and Personnel Committee meeting. Roll call vote: Unanimous aye.

Buildings and Grounds Committee

Trustee Koelbl reported on the December 13, 2011, Buildings and Grounds Committee meeting. The purpose of the meeting was to meet with the West Salem Hockey Association and the West Salem School District to discuss a possible new and future use of the West Salem Community Shelter. Chair James Koelbl explained the Village scheduled this meeting in order to ensure the School District, the Village, and the Hockey Association all understood a proposed new use by the School District. The School District is considering terminating its cooperative hockey agreement with the Sparta School District. The Hockey Association has offered to work with the School District by sharing the West Salem Community Shelter facility. The Village wishes to maintain open, public, community skate times at the facility. The School District would rent ice time from the Hockey Association, and for games and tournaments, there is an option to rent ice time at the Omni Center in Onalaska or from Sparta. The School District essentially becomes a tenant of the Hockey Association, and an agreement regarding damages and injuries should be clarified, and the School District would need to add the facility location to their insurance policy. Subletting is not addressed in the

present agreement between the Village and the Hockey Association, and, therefore, the practice is assumed to be allowed. If the School District decides to opt out of its agreement with Sparta, the agreement between the Village and the Hockey Association may become a three-party agreement. Modifications to the facility may also be required in order for it to be suitable for School District games. Remodeling proposals have been submitted in the past by the Hockey Association and approved by the Village. The Hockey Association discussed a possible partnership with the West Salem Boys & Girls Club for a new, shared facility. An outdoor flooded ice rink was suggested to supplement the Hockey ice, and the Hockey Association will consider it. The School District and the Hockey Association agreed to notify the Village of progress in this matter.

Motion by Trustee Koelbl, seconded by Trustee Leicht to approve the minutes of the Buildings and Grounds Committee meeting of December 13, 2011. Roll call vote: Unanimous aye.

Planning Commission

President Manthei reported on the December 19, 2011, Public Hearings and Planning Commission meeting. Two public hearings were held on December 19, 2011. The first public hearing concerned a Conditional Use Permit Application submitted by Shon Jordan for 114 South Leonard Street. Mr. Jordan is applying for a conditional use permit to allow for a single-family residence in the rear portion of a Business zoned building. There were no citizens present to speak for or against the Conditional Use Permit Application. Lester Hanson submitted a letter on behalf of Salem Lodge 125. The Lodge does not have a problem with the conditional use permit for Shon Jordan as long as Mr. Jordan abides by Village Ordinances to provide off-street parking. The second public hearing concerned a Conditional Use Permit submitted by Tracy Kuehl and Nathan Fries for 620 Lee Drive. Applicants are applying for a Conditional Use Permit to allow for a licensed family daycare in their home. There were no citizens present to speak for or against the Conditional Use Permit Application. The Commission then reviewed the Conditional Use Permit Application and accompanying documentation provided by Mr. Jordan and Attorney Klos. The Commission expressed continuing concerns about the lack of a second exit out of the front portion of the building and the fact deliveries will be made utilizing the front street entrance. On a vote of two nay, and five aye, the Commission recommended approval of Conditional Use Permit No. 4 for 114 South Leonard Street. The Commission then reviewed the Conditional Use Permit Application submitted for a licensed family daycare at 620 Lee Drive. Ms. Kuehl informed the Commission her neighbors are in favor of the permit, and she shared a house plan for the daycare and pictures of the interior of their home. Mr. Baltz noted the proposed Conditional Use Permit states usage would be for daycare services of children under the age of 18. The daycare will serve children ages zero to twelve years old. The Commission recommended correcting the Conditional Use Permit to state daycare center services of children ages twelve and under and recommend approval of the Conditional Use Permit. James Weinmann of Wireless Planning, LLC. presented to the Commission US Cellular's application for a conditional use permit to replace an existing football field light pole with a new light pole with telecommunications capacity. Mr. Weinmann stated there is adequate cell phone voice coverage in the West Salem area. However, smart phones with internet, e-mail, and data transmissions and downloads has necessitated the need for additional towers.

Several sites were evaluated in the area, and the school district football field location was chosen for maximum service to West Salem. Mr. Weinmann has reviewed Village Ordinances, and US Cellular has applied for a conditional use permit to place its tower in a Residential District at a height of 95 feet. Attorney Klos informed the Commission of two issues concerning the application. A conditional use permit for a telecommunications tower can only be granted in a Business or Industrial Zone. The proposed tower is closer than 500 feet from an area zoned Residential. The Village would need to consider revising its zoning code to accommodate this request as to height and location. The Commission had questions regarding the need for the additional tower, capacity differences between various locations, how the decision was made by US Cellular engineers for the proposed location, what the reasons were for not considering other locations reviewed, and why the Commission should consider amending its zoning code at this time. The Commission agreed to schedule a tentative meeting for Monday, February 13, 2012, at 6:30 p.m. to meet again with Wireless Planning.

Motion by President Manthei, seconded by Trustee Koelbl to approve the minutes of the Planning Commission public hearings and meeting of December 19, 2011. Roll call vote: Unanimous aye.

Motion by Trustee Koelbl, seconded by Trustee Leicht to approve Conditional Use Permit No. 4 for 114 South Leonard Street. Roll call vote: Engel – nay; remainder of Board – aye. Motion approved.

Motion by President Manthei, seconded by Trustee Koelbl to approve Conditional Use Permit No. 5 for 620 Lee Drive. Roll call vote: Unanimous aye.

Motion by Trustee Koelbl, seconded by Trustee Engel to adjourn the meeting at 7:26 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator