

## Regular Board Meeting

December 20, 2016

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Brown, Deal, Lautz, Leicht, and Schumacher. Excused: Hennessey. Also present: Police Chief Charles Ashbeck, Village Attorney Bryant Klos, Coulee News Special Correspondent Tobias Mann, Recreation Director Michelle Czerwan, Public Works Director Scott Halbrucker, and Village Administrator Teresa Schnitzler.

### Minutes

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the December 6, 2016, regular Board meeting as written. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$44,524.69
<u>Water Utility:</u>	\$9,791.60
<u>Sewer Utility:</u>	\$11,336.24
<u>Storm Water Utility:</u>	\$1,334.15

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

### 2017-2019 Village and West Salem Police Association Union Contract

Motion by Trustee Lautz, seconded by Trustee Leicht to approve the 2017-2019 Village of West Salem and West Salem Police Department Contract as presented. Roll call vote: Unanimous aye.

### Utilities Committee

Trustee Schumacher reported on the December 13, 2016, Utilities Committee meeting. The purpose of the meeting was to review for recommendation the proposed 2017 budgets for the Water Utility, Sewer Utility, and the Storm Water Utility and to review with possible recommendation Ordinance No. 476 Stormwater and Erosion Control. Public Works Director Scott Halbrucker presented a proposed 2017 Water Utility Budget. The proposed budget includes an increase in operation expenses to address required lead and copper testing and iron filter maintenance and testing. An increase in hydrant maintenance is proposed in order to facilitate hydrant painting. In addition, a portion of the costs for the new payroll direct deposit software, one-half the costs of a trench box,

and regulatory safety training have been included in the proposed budget. It was noted the Water Utility portion of the South Youlon Street reconstruction project should be included in the budget. The estimated costs plus the prorated portion of engineering and contingency is \$60,363. It was also noted that at the end of 2016, the Water Utility will owe the Sewer Utility a balance of \$139,000 and that a payback of this balance in 2017 would not have to take place if the Water Utility budget was unable to support it. In order to include the Water Utility portion of \$60,363 in the South Youlon Street project into the proposed 2017 budget, it was recommended the Water Utility not make an equity transfer payment to the Sewer Utility next year. The Committee recommended approval of the proposed 2017 Water Utility Budget. Mr. Halbrucker then presented a proposed 2017 Sewer Utility Budget. On a trial basis, Sorbex, a superabsorbent polymer, was used for the containment and treatment of wastewater this year. The Utility has also been reviewing ultraviolet drying of sludge, and electrical costs will need to be evaluated for comparison to the costs of the process before a recommendation can be presented to the Committee for consideration. The approved 2017 Operating Plan included additional part time public works crew hours in order to shift Sewer Utility personnel back to utility duties. Maintenance of the sewage collection system was increased in order to rehabilitate manholes throughout the system. Capital projects proposed include lining of a 900-foot main running from West Garland Street extended to Boundary Drive, the sanitary sewer costs associated with the South Youlon Street reconstruction project, one-half the costs of a trench box, and installation of a new roof on the press building. It was noted that in 2017, the last bond payments will be made for the treatment plant construction, and in future years, more funds can now be budgeted for equipment replacement. The Committee recommended approval of the proposed 2017 Sewer Utility budget as presented. Mr. Halbrucker presented a proposed 2017 Storm Water Utility Budget. The proposed budget includes increased maintenance of catch basins in one-quarter of the Village in conjunction with sidewalk inspections and repairs, maintenance required at the Waterloo detention pond, and the stormwater portion of costs associated with the South Youlon Street reconstruction project. The Rhyme Street detention pond completion work costs and creation of a regional storm water basin on land to be acquired from Jerry King have also been included in the budget. The Committee recommended approval of the proposed 2017 Storm Water Utility budget as presented. A stormwater and erosion control ordinance was previously presented to the Village Board for consideration, and it was referred to the Utilities Committee for further review. Village Engineer Dave Sauer explained that West Salem was issued a MS4 General Permit on March 15, 2015. The permit has several requirements, one of which requires the Village to adopt and enforce a stormwater and erosion control ordinance meeting the MS4 permit conditions. New constructions are required to meet Wisconsin Department of Natural Resources NR 216 Stormwater Discharge and NR 151 Runoff Management, and MS4 communities are also subject to construction site pollutant and erosion control, site inspection and enforcement ordinances, and post-construction and long-term maintenance requirements. Presently, the

Village operates under La Crosse County's stormwater and erosion management ordinances. Implementation, interpretation, and enforcement matters were discussed. Building Inspector Randy Sullivan suggested the Committee review the City of Sparta's Storm Water Management Ordinance, and Mr. Sauer pointed out the City of Sparta is not a MS4 community, and, therefore, its ordinance may not comply with the MS4 community regulations. Mr. Sauer was directed to create various checklists for Village officials to follow depending upon what kind of construction is proposed, and Attorney Klos will draft revisions to the ordinance to accommodate procedures the Village will follow depending upon what type of construction permit has been applied for.

Motion by Trustee Schumacher, seconded by Trustee Deal to approve the minutes of the December 13, 2016, Utilities Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Deal to approve the 2017 Water Utility budget as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the 2017 Sewer Utility budget with revenues exceeding expenses by \$42.00 as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Deal to approve the 2017 Storm Water Utility budget with revenues exceeding expenses by \$7,528 as presented. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Deal to adjourn the meeting at 7:24 p.m. Approved by voice vote.

Administrator

Teresa L. Schnitzler, Village