

Regular Meeting

January 18, 2022

Regular meeting called to order at 7:00 p.m. by Village Administrator Teresa DeLong. Trustees present: Curtis, Hennessey, Lautz, Leicht, and Twining. Excused: President Schumacher. Also present: Recreation Director Tony DeGaetano, Police Chief Kyle Holzhausen, Public Works Director Loren Schwier, and Village Attorney Bryant Klos.

Due to the excused absence of Village President Schumacher, motion by Trustee Lautz, seconded by Trustee Hennessey to appoint Trustee Leicht to preside over the Village Board meeting. Roll call vote: Unanimous aye. Motion approved.

Minutes

Motion by Trustee Twining, seconded by Trustee Curtis to approve the minutes of the January 4, 2022, meeting as written. Roll call vote: Unanimous aye. Motion approved.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$196,892.36
<u>Water Utility:</u>	\$20,797.36
<u>Sewer Utility:</u>	\$345,063.38
<u>Storm Water Utility:</u>	\$2,165.29

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

Temporary Class "B"/"Class B" Retailer's License

Motion by Trustee Hennessey, seconded by Trustee Twining to approve the issuance of a Temporary Class "B"/"Class B" Retailer's License to the West Salem Volunteer Fire Department for its annual Firefighter's Dance scheduled for Saturday, May 7 through Sunday, May 8, 2022, and to waive the \$10 license permit fee. Roll call vote: Unanimous aye. Motion approved.

West Salem Fire Protection District Update

Trustee Hennessey reported the West Salem Volunteer Fire Department's tanker truck is now at the end of its 25-year useful life, and the State has notified the department it should no longer be safely used. The fire department has researched several purchase options, and it appears the best option is to purchase an elliptical tender tanker truck from Pierce in the total amount of \$324,362.00. The Fire District Board was presented with two tax-exempt lease purchase options. If the tanker truck is ordered now, it will take 18 to 20 months to receive. The fire department will utilize its sinking fund toward the down payment and is requesting commitments from the Towns of Barre and Hamilton and the Village of West Salem to increase total support to the fire department

by \$60,000 per year until the new tanker truck is paid off. The Village Board agreed it cannot fund the annual commitment to the fire department from its General Fund operating budget, and legal counsel has recommended the Village borrow its share of the tanker truck purchase in order to utilize a levy adjustment option. Trustee Hennessey will relay to the Fire District Board this and other suggestions discussed.

Law Enforcement Committee

Trustee Lautz reported on the Law Enforcement Committee meeting held on January 4, 2022. The purpose of the meeting was to review for recommendation to the Village Board an Application to Exceed Pet Limit submitted by Ann and Ryan Heineck. The applicants reside at 134 Rhyme Street. The residents presently own an 11-year old spayed female Husky Mix and a 10-year old unaltered female mixed breed dog. The residents would like to add a 1-year old neutered male Terrier Mix dog to their home. All three dogs are up to date with their vaccinations, and the residents have a fenced-in backyard. Neighbors Karen and Dennis Miller submitted a letter in support of the request to exceed the number of pets at their residence. Chief Holzhausen has not received any complaints regarding the dogs at the Heineck residence. The Committee unanimously approved the Application contingent upon proof of vaccinations for all three dogs.

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve the Law Enforcement Committee meeting minutes as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve the Permit to Exceed Pet Limit to Ann and Ryan Heineck to add a one-year old neutered male Terrier Mix dog to their home. Roll call vote: Unanimous aye. Motion approved.

Planning Commission

Trustee Twining reported on the Planning Commission meeting held on January 10, 2022. The Commission reviewed a Petition for Change of Zone submitted by Coulee Region Christian School Association, Inc. and Capstone LLC for the property located at 701 Industrial Drive. On behalf of the Coulee Region Christian School Association, ISG submitted a letter with additional information in support of the rezoning request made by Coulee Region Christian School Association. The vacant building is approximately 37,500 square feet in size. The school is proposing to utilize the existing building with an expected enrollment of approximately 250 students in pre-K through grade 12 and also includes an early learning center. Full day care through the Early Learning Center operates from 7:30 a.m. to 5:30 p.m. while general classroom programming operates from 8:00 a.m. to 3:20 p.m. The facility would also house the school's administrative offices. Fenced playground areas are planned to be constructed on-site along with a reduced parking count of 150 spaces. The Commission discussed large truck and vehicle traffic and children safety concerns, the potential for traffic being backed up on Industrial Drive resulting in visibility and liability issues, possible alternate access driveways, pedestrian walkways and crossing guards, and a possible need for traffic light controls at the intersection of Industrial Drive and Neshonoc Road. Cedar Corporation submitted information for evaluating if the location of the proposed school is appropriate and a review of the Village Comprehensive Land Use Plan was conducted.

Cedar Corporation submitted points and issues to be considered by the Planning Commission:

1. Industrial parks are developed to separate heavy truck traffic from residential traffic to limit conflicts, and reduce dangerous situations between automobile, pedestrian, and semi-trailer traffic.
2. The proposed school building is located at the entrance to the Village's Industrial Park, which does not conform to the intent of the industrial park and could have significant impacts to the current and future business operations.
3. The Village and County have heavily invested in this area for industrial uses, and impacting those uses is counterproductive to the investment of public dollars.
4. The sites' location is not conducive to pedestrian and bicycle traffic with potential safety issues between pedestrians and traffic due to lack of crosswalks and sidewalks on County Highway C.
5. The proposed use could impact current and future traffic flow into and out of the industrial park at peak times impacting the delivery schedules of the businesses within the industrial park and future business seeking to locate to West Salem.
6. With existing businesses and proposed new business, there will be higher traffic volume of semi-trailers at this intersection coupled with increased numbers of workers coming to and leaving work at approximately the same hours as the school.
7. Two potential circulation issues:
 - a. The potential mix of worker vehicles, semi-trailers, and school related traffic (automobiles and busses) could back up on Industrial Drive at the intersection of County C; and
 - b. The potential mix of worker vehicles, semi-trailers, and school related traffic could easily back up on to County C while attempting to turn onto Industrial Drive from County C
8. Insufficient stacking distance for vehicles starting at the intersection on County C and Industrial Drive.
 - a. Because of the short stacking distance between the County C and the first access point to the site, two semi-trailers would block access to anyone trying to exit on to Industrial Drive as they travel to County C from this access point.
 - b. The distance between the easterly driveway and the intersection of Industrial Drive and County C is only 460 feet. Based on an 82-foot-long semi-trailer, if 4 or more semi-trailers and/or busses, not to mention cars, are lined up to turn onto County C, the easterly driveway to the site will be blocked.
 - c. Blocking the exiting turning movement in either scenarios would result in traffic backing up into the school drop off zone, onto Industrial drive, and then onto County C resulting in potential gridlock and hazardous conditions on County C and Industrial Drive.
 - d. The extra cars and busses entering the school property could backup onto County C impacting truck and

commuter traffic entering and exiting the industrial park.

Currently Cedar Corporation is recommending that a full traffic study be performed that would look at more than just a few days of demand on Industrial Drive, County C, and the intersection of these two streets; review future traffic demands based on the industrial park being fully built out; study the need for adding turning lanes from County C onto Industrial Drive; and review signaling the intersection Industrial Drive/County C, as signaling this intersection could have undesired consequences of increasing the duration and length of queuing at peak times. Cedar Corporation also stated that locating a school at this site could impact future industrial development as many businesses specifically seek sites away from schools to reduce potential conflicts. For example, Amazon Distribution has decided in the past to not locate in industrial parks due to the proximity of a school. This is not a preference of one firm, but rather a standard search criterion that businesses require when selecting a site for development. Attorney Klos informed the Commission that the Village is working with three organizations to locate in the Lakeview Business Park. One is planning to purchase 20 acres and will involve food distribution via truck and railroad. The second is purchasing 14 acres with on-site employees and truck distribution, and the third is purchasing 5 acres for potentially a 100-employee office building. The Planning Commission tabled the Petition for Change of Zone and will reconvene on Monday, January 24, 2022, to review for possible recommendation to the Village Board. No action was taken on the Conditional Use Permit Application submitted for use of 701 Industrial Drive as a school.

Motion by Trustee Twining, seconded by Trustee Lautz to approve the minutes of the January 10, 2022, Planning Commission meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Utilities Committee

Trustee Hennessey reported on the January 17, 2022, Utilities Committee meeting. The purpose of the meeting was to review for recommendation to the Village Board the Water Utility, Sewer Utility, and Storm Water Utility proposed budgets for 2022. Public Works Director Loren Schwier presented a proposed 2022 Water Utility Budget. The proposed budget includes a continuance of hydrant maintenance to address leaking hydrants, chemical price increases, and inflationary increases in water treatment and pumping. Capital outlay includes \$30,000 of new meters and MXU units, set aside funding for well and reservoir inspections and maintenance, \$10,000 for a new handheld reader, and \$30,000 to install a used generator at Well No. 4 with a concrete pad and accompanying electrical work. The Committee recommended approval of the proposed 2022 Water Utility Budget as presented. Mr. Schwier presented a proposed 2022 Storm Water Utility Budget. The proposed budget includes continued maintenance of catch basins in one-quarter of the Village in conjunction with sidewalk inspections and repairs, possible detention pond maintenance in the Rhyme Street area, capital outlay for the Elm Street Stormwater Project, the storm water portion of the East Hamilton Street project, and continuing interest and principal payments on the Elm Street Ditch and East Avenue Street loan. American Rescue Plan funds and borrowing for the balance will fund the Elm Street Stormwater Project. The Committee recommended approval of the proposed 2022 Storm Water Utility budget. Mr. Schwier presented a proposed 2022 Sewer Utility Budget. Payment of principal and interest for the wastewater treatment plant upgrade project will commence this year and may require an increase in sewer fixed and user rates. Engineer Dave Sauer had estimated

an increase of 37.5% would be needed, and he recommended half of the increase be instituted in 2020 and the remainder in 2021 to minimize the impact on residents. The State loan funds have continued to be deposited in a segregated Sewer Utility account for transfer to the sewer checking account for pay requests submitted by the contractor. At the end of the project, the loan will be finalized and closed. The equipment replacement fund will be utilized to minimize the total borrowing. The Neshonoc Lake Sediment Removal Project and the wastewater treatment plant upgrade project are both near completion. No other significant increases in normal operating expenses were noted. The Committee recommended approval of the proposed 2022 Sewer Utility budget and to recommend review of the sewer rates for a possible increase to accommodate principal and interest payments to the State Safe Drinking Water Fund.

Motion by Trustee Hennessey, seconded by Trustee Twining to approve the Utilities Committee meeting minutes as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Hennessey, seconded by Trustee Curtis to approve the 2022 Water Utility, Sewer Utility, and Storm Water Utility budgets as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Hennessey, seconded by Trustee Curtis to convene in closed session at 7:50 p.m. pursuant to Wis. Stat. Sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, investment of public funds, or conduct of other specific public business, whenever competitive or bargaining reasons require a closed session, i.e., proposed offer to purchase land and development agreement. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Twining, seconded Trustee Hennessey to convene in open session at 8:03 p.m. Motion approved by voice vote.

Motion by Trustee Hennessey, seconded by Trustee Curtis to adjourn the meeting at 8:04 p.m. Approved by voice vote.

Teresa L. DeLong, Village Administrator