

Regular Board Meeting

March 5, 2013

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Iverson, Koelbl, Lautz, Leicht, Schumacher, and Wehrs. Also present: Police Chief Charles Ashbeck, Public Works Director Scott Halbrucker, Coulee News Special Correspondent Emily Staed, Recreation Director Michelle Czerwan, Sean Staed, La Crosse County Highway Commissioner Ron Chamberlain, Village Attorney Bryant Klos, County Board Supervisor Ray Ebert, and Village Administrator Teresa Schnitzler.

Public Comment

County Board Supervisor Ray Ebert informed the Board La Crosse County Administrator Steve O'Malley will be briefing the County Board on the Lakeview Study in March. The study is regarding future site location of the facility. Mr. Ebert requested Mr. O'Malley keep the Village of West Salem informed and involved in the Lakeview study and process.

Minutes

Motion by Trustee Lautz, seconded by Trustee Iverson to approve the minutes of the February 19, 2013, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$78,957.72
<u>Water Utility:</u>	\$9,753.47
<u>Sewer Utility:</u>	\$17,542.80
<u>Storm Water Utility:</u>	\$789.16

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

Maintenance and Ownership of Future State Highway 16 Multi-Use Path

La Crosse County Highway Commissioner Ron Chamberlain appeared before the Board to discuss a multi-use trail planned for construction along State Highway 16. Mr. Chamberlain stated some years ago, a decision was made to construct an eight to ten foot paved multi-use trail along the south side of newly-widened Highway 16 from Veterans Memorial Park west to approximately the La Crosse County Household Hazardous Waste Facility. The path is planned to begin on the west side of the river. The State of Wisconsin is not required to build the path unless the local municipalities want it and the local municipalities are willing to take care of it. The Department of Transportation has funds to pay for the construction of this path in its entirety. La Crosse County is under contract to clear snow off the roads, but not to clear snow off multi-use paths. Mr. Chamberlain has been contacting local municipalities to find out if

there is any interest in taking over maintenance of the multi-use paths located within each municipality. The trail does not have to be cleared of snow in the winter. Maintenance would involve keeping the trail clean, mowing the grass along the path, pothole patching when needed, and general asphalt maintenance. Construction is scheduled to begin in 2015 or 2016. Mr. Chamberlain would need a response from the Village by July 1.

Motion by Trustee Koelbl, seconded by Trustee Leicht to refer the maintenance and ownership of the proposed multi-use trail to the Street Committee. Roll call vote: Unanimous aye.

Special Event Application

Motion by Trustee Koelbl, seconded by Trustee Leicht to approve a Special Event Application submitted by the West Salem High School Student Council for a run/walk scheduled for Saturday, March 30, 2013. Roll call vote: Unanimous aye.

Alcohol Beverage License

Motion by Trustee Wehrs, seconded by Trustee Iverson to deny an application for an Alcohol Beverage License to Rebecca Suzanne Perrote. Roll call vote: Unanimous aye.

Buildings and Grounds Committee

Trustee Lautz reported on the February 25, 2013, Buildings and Grounds Committee meeting. The purpose of the meeting was to review for recommendation to the Village Board a building proposal for additional storage in the Village Hall and to discuss for possible recommendation the West Salem School District's plan to construct a new baseball field partially on Village-owned property. Mr. Lautz shared a building proposal submitted by Brickl Bros. for interior framing and finishing of the west and south stairwells for additional storage space and an optional proposal for framing the interior for a vestibule at the west entrance of the West Salem Community Center. The proposal for additional storage includes framing with steel stud frame walls, sheet rocking both sides of the new framed walls, painting, electrical, and lockable doors. Brickl Bros. quote for this work is \$9,210.00. The 2013 Operating Plan includes \$10,000 for Capital expenditures for public building improvements. Scott Halbrucker inquired about the requirement to bid the project out, and Attorney Klos will review and inform the Committee on the requirements. The Committee recommended acceptance of the bid from Brickl Bros. for additional storage space construction in the amount of \$9,210, subject to the project not having to be bid. Mr. Lautz then presented a building proposed also submitted by Brickl Bros. for framing a steel stud wall with finished sheetrock on both sides with aluminum framed interior vestibule at the west entrance of the Community Center in the amount of \$4,689.00. The Committee agreed this option should be reviewed for the 2014 Operating Plan. The Committee discussed the West Salem School District's plan to construct a new baseball field partially on Village-owned property fronting East Avenue. Attorney Klos recommended a discussion on the sale of the whole baseball field property be delayed until the Village has an agreement with the Department of Natural Resources on the potential sale of the Community Shelter property to the Hockey Association. The stewardship grant utilized to construct the community shelter also affects land the School District is interested in acquiring to East Avenue. The Committee discussed use of the proceeds from the sale of the baseball

field area and sale of the community shelter to develop parkland. The Committee discussed whether the School District would be satisfied simply purchasing from the Village the land it needs to construct the new baseball field. The Committee recommended informing the School District the Village is willing to negotiate sale of the land it needs to construct the new baseball field.

Motion by Trustee Lautz, seconded by Trustee Koelbl to approve the minutes of the February 25, 2013, Buildings and Grounds Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Koelbl, seconded by Trustee Leicht to allow the Village to negotiate sale of the land the West Salem School District requires to construct a new baseball field. Roll call vote: Lautz and Schumacher – nay; remainder of Board – aye. Motion approved.

Planning Commission

President Manthei reported on the Planning Commission public hearing and meeting of February 25, 2013. The public hearing concerns a Conditional Use Permit Application filed by Rottinghaus Company, Inc. Rottinghaus Company, Inc., doing business as Subway, has requested a Conditional Use Permit to add a 5' X 20' sign for Subway on the existing BP Station pylon sign at 83 Buol Road. Village Ordinance 3.07(E)(1)(d) and 3.07(G)(3) both limit the number and size of signs permitted on one premise. There were no citizens present to speak against the Application. Harry R. Griswold, as the attorney for John, Alex, Will and Rich Griswold, submitted a written letter requesting the Planning Commission grant the Conditional Use Permit allowing Subway to put up a sign as described. Attorney Griswold stated his clients have absolutely no objections to the granting of the permit. The Commission then reviewed the Conditional Use Permit Application submitted by Rottinghaus Company, Inc. to add a 5' X 20' sign for Subway on the existing BP Station pylon sign at 83 Buol Road. Attorney Klos presented a proposed Conditional Use Permit setting forth eight conditions as follows:

1. The exact location of the sign within the legal found as Exhibit "B" would be the northwest corner thereof as depicted on the photo at Exhibit "C" where the black marker identifies sign.
2. The east and west side of the signage would allow for a directly illuminated sign as depicted on Exhibit "D". This is not an approval for an indirectly illuminated billboard, an electronic digital billboard, animated sign.
3. The size of the sign would be 5' X 20".
4. The location of the sign on the pole would be as depicted on Exhibit "D".
5. This Conditional Use Permit expires if there is not a Subway restaurant occupying and open for business within the Building located on the parcel directly to the west of the parcel described on Exhibit "B" or if the required conditions 6 and 7 are not installed or maintained at any time.
6. A legal Wisconsin Traffic STOP sign must be acquired by landowner or leasehold interest holder and placed approximately in each of the two locations marked by a black marker as the STOP sign locations on Exhibit "C" before this permit goes into effect and maintained in place during the existence of the permit. (The Village Police Chief will designate the exact location after conferring with La Crosse County).

7. The landowner must close off vehicular access from the land described on Exhibit "B" to Buol Road along the westerly 156 feet of the boundary between the same which is highlighted on Exhibit "C" by the black mark identified as "closed area" before this permit goes into effect and maintained in place during the existence of the permit.
8. The sign must not overhang the right-of-way of Buol Road and the owner and leasehold interest holder must verify this before construction as La Crosse County Highway Commissioner and the Village of West Salem have indicated they would have no tolerance for such an overhang and if it is determined after construction that there is such an overhang, the sign would have to be removed.

The Commission recommended to the Village Board approval of Conditional Use Permit No. 12 as proposed. The Commission then reviewed a proposed Ordinance No. 451 which adds as an additional conditional use "open storage" and revises conditional use permit applications and rezoning applications to clarify when review, inspection, and written recommendation expenses are required to be paid by an applicant. The Commission requested Attorney Klos to draft proposed open storage language for consideration by the Commission. The revision allows open storage as a conditional use in areas zoned Business and Industrial. The Commission discussed enforcement, considered grandfathering provisions, reviewed considerations for what materials and items are considered open storage, and locations of present open storage. The Commission directed Attorney Klos to revise and clarify the definition of open storage, and the Commission will review the proposed ordinance at its next meeting.

Motion by President Manthei, seconded by Trustee Schumacher to approve the Planning Commission meeting minutes of February 25, 2013, as presented. Roll call vote: Unanimous aye.

Motion by President Manthei, seconded by Trustee Koelbl to approve Conditional Use Permit No. 12 as recommended. Roll call vote: Unanimous aye.

Street Committee

Trustee Koelbl reported on the March 5, 2013, Street Committee meeting. The purpose of the meeting was to meet with the West Salem Business Association and Village People regarding hanging flower baskets for the new downtown street light poles with a possible recommendation to the Village Board. Anne Loomis informed the Committee the Village People group was asked to research and provide background and prices for purchase and maintenance of flower baskets to hang from the new Pathways project streetlight poles. Mrs. Loomis presented her research to the West Salem Business Association Board of Directors on February 21. Patty Gjertsen stated the West Salem Business Association has \$4,000 set aside for the purchase and initial set up of the flower baskets. The Business Association has always provided, placed, and maintained whiskey barrels with flowers in front of businesses in the downtown area, and the Association would like to continue the beautification of downtown West Salem by funding the purchase and initial set up of new flower baskets. The Business Association will not be maintaining the flower baskets or watering the flowers on a daily basis. Anne Loomis stated basket purchase, basket accessories, and first planting total \$75 per basket. The Association is purchasing twelve baskets for a total price of approximately \$1,000. Two items that need to be resolved are who will water, fertilize,

and maintain the flowers, and what entity will have oversight of the flower baskets. Public Works Director Scott Halbrucker stated the public works department will hang the baskets in the spring and take the baskets down in the fall, and the Committee agreed the Village cannot take on daily watering of the flowers. It was recommended the West Salem Business Association contract with a lawn or landscaping organization to perform the required watering and maintenance.

Motion by Trustee Koelbl, seconded by Trustee Leicht to approve the Street Committee meeting minutes of March 5, 2013, as presented. Roll call vote: Unanimous aye.

Motion by Trustee Wehrs, seconded by Trustee Koelbl to adjourn the meeting at 7:44 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator