

Regular Meeting

August 7, 2018

Meeting called to order at 7:00 p.m. by Village President Manthei. Trustees present: Brown, Lautz, Leicht, Schumacher, and Wee. Excused: Trustee Hennessey. Also present: Recreation Director Tony DeGaetano, Public Works Director Scott Halbrucker, Village Attorney Bryant Klos, Chase Miller, Dave Hundt, and Village Administrator Teresa Schnitzler.

Public Comment

Chase Miller addressed the Village Board with regard to the rental charge for use of the pull down doors at the West Salem Community Shelter. Auctioneer Brian Craig rented the shelter for three days for an auction last week. The fee for use of the shelter with the roll down doors is \$250.00 per day. The doors were rolled down by the Public Works Department on the first day and then chained back up again two days later on the day of the auction. Mr. Miller stated the fee does not justify the charge of \$250.00 per day, and he requested the Village Board review this charge.

Minutes

Motion by Trustee Leicht, seconded by Trustee Wee to approve the minutes of the July 17, 2018, Regular Board meeting as written. Roll call vote: Brown – abstain; remainder of Board - aye. Motion approved.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$52,425.90
<u>Water Utility:</u>	\$47,057.81
<u>Sewer Utility:</u>	\$11,911.12
<u>Storm Water Utility:</u>	\$18,463.13

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

Special Event Application

Dave Hundt appeared before the Village Board to request approval to hold a Labor Day Street Dance on South Leonard Street on Sunday, September 2, 2018, from 3:00 p.m. to midnight. Mr. Hundt requested South Leonard Street be closed from Memorial Drive to Elm Street. The dance will raise funds for the June Dairy Days Committee annual fireworks display.

Motion by Trustee Wee, seconded by Trustee Leicht to approve the Special Event Application to hold the Labor Day Street Dance on September 2, 2018. Roll call vote: Brown – abstain; remainder of Board – aye. Motion approved.

Application for Temporary Class B Retailer's License

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the issuance of a Temporary Class B Retailer's License to the West Salem Volunteer Fire Department to hold a 125th Anniversary Celebration on Saturday, September 8 through Sunday, September 9, 2018, at 100 South Mill Street. Roll call vote: Unanimous aye.

2018 Crack Filling and Chip Sealing

Public Works Director Scott Halbrucker informed the Board requests for bids were mailed to three different street surfacing companies, and a notice was published in the official newspaper. Two bids were received. Fahrner Asphalt Sealers, LLC, proposal did not meet the specifications of the bid request for crack sealing because it simply proposed a rate of \$2.50 per pound of material used. Scott Construction submitted a detailed breakdown of costs for each street at a price of \$2.48 per pound for a total of \$26,276. One additional street was added to the list, so Scott Construction's proposal increased by \$2,900 for a total bid of \$29,176. Fahrner submitted a proposal for \$20,609.05 to chip seal West Avenue North, and Scott Construction's bid was \$13,413.

Motion by Trustee Wee, seconded by Trustee Leicht to award the chip seal and crack filling project to Scott Construction in an amount not to exceed \$43,000.00. Roll call vote: Unanimous aye.

West Salem School District Bus Stops

Motion by Trustee Schumacher, seconded by Trustee Wee to approve the list of bus stop locations in the Village as submitted by the West Salem School District as locations where bus operators are directed to use flashing red warning lights when stopped to load or unload persons pursuant to Wis. Stat. Sec. 349.21(1) and West Salem Ordinance 6.16. Roll call vote: Unanimous aye.

Alcohol Beverage License Applications

Motion by Trustee Schumacher, seconded by Trustee Lautz to approve the issuance of alcohol beverage licenses to Timothy P. Degenhardt and Tanya R. Holthaus. Roll call vote: Unanimous aye.

Street Committee

Trustee Brown reported on the July 25, 2018, Street Committee meeting. Anna and Dan Graham own the building at 114 South Leonard Street, and they are proposing to the Village the addition of a bicycle rack to service the downtown. Grahams proposed the location of the bicycle rack be in one of the on-street parking spaces on the west side of South Leonard Street in front of either 114 South Leonard or in front of the Union State Bank ATM on the west side of the street. The Grahams submitted pictures of numerous bicycles parked and leaning up against their building and the Village Cut & Curl building. They ask that the bicycle rack be in place from April 1 through November 1, and during the winter months, the rack would be stored off-site. All funds have been raised through donations to cover the cost of purchase, upkeep/maintenance, and winter storage of the bike rack. Kristina Sage, owner of Oma Coffee, Nick Miller, owner

of LeCoulee Cheese Castle, also support a bicycle rack on South Leonard Street. Public Works Director Scott Halbrucker stated the bicycle rack that used to be downtown has been painted and is at the Village Shop. He offered to speak with Union State Bank about pouring concrete behind the sidewalk where a bench now sits at the corner of Memorial Drive and Leonard Street, and the bicycle rack could be located there. The Grahams were not in favor of this idea because children typically will not park their bicycles and walk across the street—they will continue to leave the bicycles on the sidewalk in front of the businesses on the west side of Leonard Street. Chair Leroy Brown stated he would like more input from the rest of the downtown business owners on utilizing an on-street parking space for a bicycle rack. The Committee also discussed placing the rack on the street in a parking space for a trial period to see out it works out. The next item on the Street Committee agenda was no parking areas on West Avenue North and Brickl Road. Concerns have been raised by residents of the mobile home park with regard to limited visibility due to business parking on West Avenue North. Scott Halbrucker agreed with this concern, and he added that on-street parking on Brickl Road adjacent to Northern Engraving and Outdoor Services and West Avenue from Brickl to Riverview ballfield has become a significant traffic issue. A pedestrian/bicycle path is painted on West Avenue North from Brickl Road to Riverview ballfields, and vehicle parking on this path forces walkers and bicyclists into the traffic lane. The Committee recommended that the Village Board approve an ordinance creating no parking areas as follows:

1. The west side of West Avenue North beginning at its intersection with Brickl Road and bearing north 450 feet;
2. The west side of West Avenue North beginning at its intersection with Brickl Road and bearing south 225 feet; and
3. The north side of Brickl Road beginning at its intersection with West Avenue North and bearing east 235 feet.

The Committee discussed visibility and safety concerns with parking on West Garland near its intersection with West Avenue. If vehicles are parked on West Garland Street, traffic can be forced into the oncoming lane while passing the parked vehicles. Traffic turning onto West Garland Street from Highway 16 and vehicles driving west from West Garland Street to Degenhardt Tire or Hansen's IGA has created safety issues. The Committee recommended the Village Board approve an ordinance creating no parking areas on the north side of West Garland Street beginning at the west point of its intersection with West Avenue and bearing east 185 feet and on the south side of West Garland Street beginning at its intersection with West Avenue and bearing east 85 feet. During the July 3, 2018, Village Board meeting, Trustee Wee requested the Street Committee review access issues at the grass and brush drop off site during high park use times at Riverview ball fields. In anticipation of the baseball tournament held the weekend of July 21, the Public Works Department placed barricades around the grass and brush drop off areas, and this deterred parking in the drop off areas. It was decided this practice should continue unless there are more access issues noted. Tree and brush disposal continues to increase at the Public Works drop off area. Due to water ponding issues at the compost site on Buol Road, area available for composting is now limited to 1 acre out of the 4.8 acres approved in the Village's 2009 conditional use permit from La Crosse County. Mr. Halbrucker proposed a plan to solve the drainage issues at the site, and he will bring this plan to the Committee at a future date. Other solution discussions included chipping all brush curbside and closing the drop off site,

additional monitoring and control over the site, hiring bulk wood chipping more often, and acquiring an additional site for composting activities.

Motion by Trustee Brown, seconded by Trustee Schumacher to approve the Street Committee meeting minutes of July 25, 2018. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Leicht to schedule a public hearing in proposed Ordinance No. 485 Parking Prohibition for Tuesday, September 4, 2018, at 6:50 p.m. Roll call vote: Unanimous aye.

Recreation Committee

Trustee Schumacher reported on the July 30, 2018, Recreation Committee meeting. The Committee elected Member Jennifer Stenberg as Chair of the Recreation Committee. Recent proposed residential developments have also involved the matter of accepting parkland dedication versus assessing park fees per residential dwelling unit in lieu of land. Case law and State Statutes basically require if a municipality is going to assess park fees against specific developers and not use those park fees within the residential development itself, the fees collected need to be expended within the statutory time frame and in some sort of equitable fashion with General Fund revenue expenditures based on a rational division for park improvements. In addition, a needs assessment study must justify the charging of park fees to developers. The Recreation Committee needs to review and update the method of calculating park fees. If a developer has elected not to have public lands dedicated, a fee for the acquisition or capital improvement of public sites to serve the future inhabitants of the proposed subdivision must be paid to the Village. Presently, that fee is \$839 for each dwelling unit within the subdivision. If a developer elects to dedicate parkland, in addition to the land dedication, the subdivider shall pay to the Village the sum of \$345.00 per dwelling unit for the purpose of payment of capital improvement costs for park development. These fees are only to be used for capital costs. Pete Opsahl has proposed to the Planning Commission plans for a 57-residential unit development. Greenfield Addition does not include parkland dedication. The Village has discussed creating a park adjacent to this new development, and, therefore, General Fund dollars are not required to be expended toward this park development, and the fees collected from Mr. Opsahl would be used for creation of a new park. RB Development is proposing a planned unit residential development west of South Oak Street. No parkland is proposed to be dedicated, and there are no Village parks in close proximity to this development. A formula should be calculated expending both General Fund dollars and collected park fees for capital improvements to present Village Parks. The Committee requested the Recreation Department compile a list of capital improvements needed in each of the Village parks, what the future needs are for the parks, and what are the needs of the Village. The Committee also directed that some needs assessment study examples be collected from other municipalities. Park fees are not assessed on multi-family residential developments, and the Committee has directed that this Ordinance be updated and revised so that multi-family units are assessed park fees. Each park has improvement needs, including play equipment, restroom facilities, picnic tables, etc., and the Committee directed the Recreation Department to compile a list of those improvements.

Motion by Trustee Schumacher, seconded by Trustee Wee to approve the Recreation Committee meeting minutes of July 30, 2018. Roll call vote: Unanimous aye.

Planning Commission

President Manthei reported on the Planning Commission meeting held on August 6, 2018. The Commission reviewed a Conditional Use Permit Application submitted by La Crosse County for installation of two new signs to be located at the new Lakeview Health Center and Assisted Living Facilities at 962 and 944 East Garland Street. The conditional use permit is required for signage in a Residential District Zone. The Planning Commission scheduled a public hearing on the Conditional Use Permit Application for Monday, August 27, 2018, at 5:00 p.m. with a Planning Commission meeting to follow.

Motion by President Manthei, seconded by Trustee Schumacher to approve the minutes of the Planning Commission meeting of August 6, 2018, as presented. Roll call vote: Unanimous aye.

The Village Board briefly discussed the set fee for utilization of the roll down doors at the West Salem Community Shelter and agreed the Buildings and Grounds Committee should meet to discuss this matter.

Motion by Trustee Wee, seconded by Trustee Schumacher to adjourn the meeting at 8:00 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator