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Regular Board Meeting

August 20, 2013

Meeting called to order at 7:00 p.m. by President Dennis Manthei. Trustees present: Baltz, Koelbl, Lautz, Leicht, Schumacher, and Wehrs. Also present: Public Works Director Scott Halbrucker and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Lautz, seconded by Trustee Leicht to approve the minutes of the August 6, 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>	\$50,112.15
<u>Water Utility:</u>	\$8,546.13
<u>Sewer Utility:</u>	\$12,053.57
<u>Storm Water Utility:</u>	\$553.54

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the payment of all claims as listed. Roll call vote: Baltz – present; remainder of Board - aye. Motion approved.

Capital Improvement Planning Committee

Trustee Lautz reported on the August 12, 2013, Capital Improvement Planning Committee meeting. President Manthei stated the purpose of the meeting was an organizational and initial meeting to elect a chairperson, and to begin review and planning toward the purpose and goal of the Committee that being to identify needed public improvements, acquisitions, financial options, and establish priorities for the next three to five years. President Manthei informed the Committee the Village has a five-year street plan for reconstruction of streets, but there has been no long-term planning for other departments of the Village. Karl Green is the Resource Agent for La Crosse County UW-Extension, and Mr. Green has agreed to guide the Village in a capital planning process and act as a facilitator for the Committee. President Manthei requested nominations for a chairperson of the Committee. Trustee Schumacher nominated Trustee John Lautz as chair. Trustee Lautz nominated Trustee Scott Schumacher as chair. President Manthei called for a voice vote for nomination of Trustee John Lautz as chair of the Committee. Four of the five Committee members present voted “aye”. President Manthei called for a voice vote for nomination of Trustee Scott Schumacher as chair of the Committee. One of the five Committee members present voted “aye”. Trustee John Lautz was declared Chair of the Committee. John Lautz stated he has been on the Buildings and Grounds Committee for two years. During that time, he has reviewed and noted many storage and facility maintenance

issues. Discussions have been had regarding land acquisitions for future building and park expansions, Village-owned areas that can be converted or used to meet storage needs, and future needs of the departments. Karl Green informed the Committee of work he has done to this point in preparation for Committee planning. Mr. Green created a list of current Village assets noting the life of the asset, its original cost, its present book value, and remaining useful life. Many Village assets have outlived their useful lives. As West Salem grows, planning needs to consider services it presently offers and if there are enough reasons to continue to deliver the level of services provided now. The police department, for example, is out of storage space and is maxed out in office space. Is the Village able to handle additional growth and the resulting demands on its services? The Recreation Department has grown over the last five years and is now serving over 3,000 participants resulting in an inventory of equipment and supplies needed to continue the recreation programs and services. Is it the time to consider new buildings and separating the Village departments? In the past, the Village has operated on a "pay as it goes" basis. Continued levy limits and increasing costs to provide services may force the Village to start borrowing for capital maintenance and acquisitions. Mr. Green summarized the discussions and highlighted three areas the Committee should work on: 1) infrastructure needs; 2) physical size and staffing issues; and 3) level of services. The Committee requested additional information from the Village regarding funding sources and options, assessed value changes, tax levies over the past years, and allowed levy increases so that it can continue its research and planning. It was also agreed Mr. Green will draft a questionnaire for each department head to complete requesting expansion and service information. The next Committee meeting has been scheduled for Monday, August 26, 2013, at 4:30 p.m. The Committee will learn more about Village funding sources and options and will have reviewed electronically Mr. Green's proposed survey to the department heads.

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve the minutes of the Capital Improvement Planning Committee meeting of August 12, 2013, as presented. Roll call vote: Unanimous aye.

Trustee Lautz acknowledged and expressed gratitude to Trustee Wehrs for his supervision and work in sanding, priming, and painting the three dinosaurs on Well House #2 Park.

Motion by Trustee Lautz, seconded by Trustee Leicht to adjourn the meeting at 7:10 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator