

## Regular Meeting

October 2, 2018

Meeting called to order at 7:00 p.m. by Village President Dennis Manthei. Trustees present: Brown, Hennessey, Lautz, Leicht, Schumacher, and Wee. Also present: Public Works Director Scott Halbrucker, Recreation Director Tony DeGaetano, Police Chief Charles Ashbeck, West Salem School Superintendent Troy Gunderson, West Salem School Board Vice President Syl Clements, and Village Administrator Teresa Schnitzler.

### Minutes

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve the minutes of the September 18, 2018, Regular Board meeting as presented. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$114,719.70
<u>Water Utility:</u>	\$5,160.38
<u>Sewer Utility:</u>	\$24,271.86
<u>Storm Water Utility:</u>	\$411.62

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

### West Salem School District

Superintendent Troy Gunderson and Board Vice President Syl Clements explained to the Village Board the purpose of the upcoming referendum, historical figures on school tax levies, State aid payments, community survey results, and answer questions regarding the referendum. Mr. Gunderson also discussed the School District acquiring the West Salem Community Shelter parcel and the high school baseball field in exchange for ten acres the School District owns on the east side of the Village.

### Special Event Application

Motion by Trustee Leicht, seconded by Trustee Brown to approve the issuance of a Special Events Permit to Hmoob (Hmong) Cultural & Community Agency, Inc., to conduct the Hmong New Year at Veteran's Memorial Park on October 13 and October 14, 2018. Roll call vote: Unanimous aye.

### Ordinance No. 486

Motion by Trustee Schumacher, seconded by Trustee Hennessey to schedule a public hearing on Ordinance No. 486 Parking Prohibition for Tuesday, November 6, 2018, at

6:50 p.m. in the Community Center Meeting Room on the Second Floor. Roll call vote: Unanimous aye.

#### Alcohol Beverage License Application

Motion by Trustee Schumacher, seconded by Trustee Hennessey to approve the issuance of an Alcohol Beverage License to Heidi L. Tagawa. Roll call vote: Unanimous aye.

#### Finance and Personnel Committee

Trustee Leicht reported on the September 26, 2018, Finance and Personnel Committee meeting. Public Works Director Scott Halbrucker presented his proposed 2019 Public Works Department budget requests. Mr. Halbrucker pointed out several line items requiring explanation. Most needed repairs have been made to the Village Garage so he has reduced the expense request to \$500. The Street Expenses line has been increased \$5,000 in order to repaint the bicycle lanes on West Garland and Leonard Street and to repaint the parking stall lines on Leonard Street. The West Garland and Pathways projects both utilized epoxy paint. The quoted price to use epoxy paint for West Garland and the Pathways areas totaled over \$40,000; therefore, regular white paint has been budgeted. Mr. Halbrucker explained in a major street reconstruction year, he reduces the street repair budget line to \$25,000. However, this amount does not accomplish much anymore so he has increased this amount to \$30,000. In the Snow and Ice section, Mr. Halbrucker stated he did not receive a letter from La Crosse County requesting salt quantities for the upcoming winter. Therefore, the Village has no salt for streets. He is attempting to locate other sources for purchasing salt, but he has not been successful yet. The Committee was then directed to a supplement 2019 Public Works General Fund Capital Expenditures document. Highway equipment requested includes replacement of the 2002 pickup truck for \$35,000 and purchase of a 15-foot utility trailer to store and haul all traffic controls. The 2002 pickup truck has over 100,000 miles on it, the transmission is not working properly, the interior is in bad shape, and the exterior is rusting. Mr. Halbrucker was directed to get three quotes for comparison on the pickup truck purchase. The Committee agreed if there are funds remaining closer to the end of 2018 in the public works department budget, the trailer should be purchased this year. East Avenue from Mill Street to North Mark Street is scheduled for total reconstruction in 2019 at an estimated cost of \$288,000. Borings indicate there is presently 1½" of blacktop over 6 to 8 inches of gravel. The School District construction projects are complete so the timing is good. Mr. Halbrucker would like to include \$22,000 in the 2019 budget a rearrangement of the brush and yard waste location and adding fencing with gates for better management and monitoring. He stated brush and yard waste being received at and hauled from the drop off site continues to increase. In 2018 to date, the department has hauled over 130 loads of brush and yard waste, and Mr. Halbrucker states this will increase this fall with leaf drop off where the department will be hauling 20 to 30 loads per week. His proposed changes at the drop off site will increase capacity and better ensure the site is being used by Village residents only. Based on equalized values, West Salem's share of the West Salem Fire Protection District budget totals \$114,562, a decrease from last year's amount of \$117,489. The equalized values for the Towns of Hamilton and Barre increased while the Village's decreased 2.35%. The adult magazine subscriptions will continue at an amount of \$460. The open/closed sign on Neshonoc Road has not functioned for quite some time, and the library is requesting an LED open/closed sign

for placement in one of the windows. Other requests include book display units, program set-up table, and a display panel. The Committee discussed current general fund debt, upcoming borrowings for 2019, and structuring interest and principal payments for the next five years. Ms. Schnitzler was directed to include all department budget requests into a master operating plan for review by the Committee.

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve the minutes of the September 26, 2018, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Lautz, seconded by Trustee Leicht to adjourn the meeting at 8:10 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator