

Regular Board Meeting

October 4, 2016

Meeting called to order at 7:00 p.m. by Village President Dennis Manthei. Trustees present: Brown, Deal, Hennessey, Leicht, and Schumacher. Excused: Lautz. Also present: Coulee News Special Correspondent Tobias Mann, Police Lieutenant Jeremy Randall, Public Works Director Scott Halbrucker, Village Attorney Bryant Klos, West Salem School Board President Syl Clements, West Salem School Superintendent Troy Gunderson, County Board Supervisor Ray Ebert, and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Leicht, seconded by Trustee Deal to approve the minutes of the September 20, 2016, Regular Board meeting as presented. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

General Fund: \$71,482.53

Water Utility: \$12,002.33

Sewer Utility: \$21,276.04

Storm Water Utility: \$8,089.01

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 Referenda Presentation

West Salem School Superintendent Troy Gunderson and West Salem School Board President Syl Clements presented information regarding the November 8, 2016, referenda questions. The referendum will consist of two questions. The first will include renovations and additions to the middle school and updates to the elementary school. The second will address improvements to several campus facilities, including the construction of a multi-purpose events facility.

Access Agreement for Temporary Well Installation and Groundwater Monitoring

Village Attorney Bryant Klos explained to the Village Board that Allied Cooperative has hired the environmental engineering firm of Sand Creek Consultants, Inc. of Rhinelander, Wisconsin, to investigate dissolved agricultural chemicals in groundwater near the Allied Cooperative West Salem facility. As part of its investigation, it is necessary to install groundwater monitoring wells on Village property. Groundwater samples collected from down gradient of the site will be used to evaluate the degree and extent of groundwater impacts in the area. Allied Cooperative has requested access to Village property located in the Village Park at 121 South Mill Street, an

alleyway off Memorial Drive, and the West Salem Community Center parcel at 175 South Leonard Street to complete this work.

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the requested access and authorize the Village President to execute the agreement as presented. Roll call vote: Unanimous aye.

Law Enforcement Committee

Trustee Leicht reported on the September 20, 2016, Law Enforcement Committee meeting. The purpose of the meeting was for the Committee to meet and discuss a successor police union contract with the Police Union. The Committee convened in closed session pursuant to Wis. Stat. Sec. 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session, to-wit: Discuss West Salem Police Union successor agreement. In open session, Union President Brett Myers and Union Member Anthony LaMore joined the Law Enforcement Committee to present and explain their Union contract change requests. The Police Union presented fourteen contract change requests, and the Village proposed eight changes. The Police Union has requested:

1. Wage increases of 3 percent for 2017 and 3 percent for 2018;
2. An increase in the uniform allowance from \$600 to \$650 per year;
3. Double the shift differential pay;
4. Increase the number of paid holidays from nine per year to ten per year.
5. Add language to the holiday section stating that employees scheduled or called into work on a holiday shall, in addition to their holiday pay, receive one and one-half their regular hourly rate for all hours worked.
6. Increase accumulated sick leave paid out at retirement from 60 percent to 100 percent;
7. Amend overtime payments for court appearances required during the officer's scheduled hours off work and if court appearances are cancelled less than 24 hours prior, the officer shall be compensated for two hours at time and one-half rates for such cancellation;
8. Amend department meetings and in-house training pay practices;
9. Allow employees the option to accrue and regenerate a total of 48 hours of compensatory time per year;
10. Paychecks shall be made by direct deposit to a financial institution designated by employee;
11. Add reimbursement of \$420 per year for joining a health club;
12. Eliminate language regarding employees hired before January 1, 2012;
13. Add to the vacation schedule that after 20 years of service, five weeks of vacation leave of which 30 work days are paid; and
14. Association proposes a two-year contract.

Officer Myers explained Item #5 to the Committee. If an officer is scheduled or called in to work on a real, named holiday, the Union is requesting time and one-half for the hours worked. The officer would still retain that holiday as well. The Committee informed the Union the West Salem School District fitness center grants free use of the fitness facility to all police officers, firefighters, and emergency management personnel. In addition, if the employee is covered under the Village health insurance plan, a \$100

per year rebate is offered for fitness club memberships. The Committee requested the Union put dollar amounts to each of the Union requests. The Committee explained the Village is proposing contract changes that will address police officer scheduling difficulties and concerns in the police department. Shift coverage has become an issue with police officers continuing to accumulate more time off options. The Village contract change proposals include:

1. Set the maximum compensation time accumulated to 24 hours per officer per year;
2. Reduce annual personal sick leave time off from six days to three days;
3. Reduce holidays from nine days to eight days;
4. Remove cap of 7.0% employee retirement contribution to reflect each employee will contribute the rate set by the Wisconsin Retirement System each year;
5. Change the current court cancellation language to state two hours or longer notification prior to court appearance shall pay two hours of overtime, and if notified one hour or less prior to hearing time, the employee shall receive one hour of overtime;
6. Modify the meal reimbursement to specific limits of breakfast \$10, lunch \$15, and supper \$20;
7. Reduce vacation time allowed; and
8. Propose a wage increase of 1% for 2017 and 1% for 2018.

The Committee acknowledged that the official Village bank depository is able to facilitate direct deposit for the Village; however, the file format required by the Bank does require a payroll software investment in order to ensure calculations are made correctly and required payroll reports are accurate. The Committee needs to convene to calculate dollars to demands and proposed to meet again with the Union mid-October.

Motion by Trustee Leicht, seconded by Trustee Brown to approve the minutes of the September 20, 2016, Law Enforcement Committee meeting. Roll call vote: Unanimous aye.

Finance and Personnel Committee

Trustee Leicht reported on the Finance and Personnel Committee meeting held on September 22, 2016. The purpose of the meeting was to review the proposed 2017 Public Works Department budget, review the proposed 2017 Police Department budget, and review the proposed Emergency Medical Team 2017 budget request. Public Works Director Scott Halbrucker presented the proposed 2017 Public Works Department budget. Proposed increases to the budget include traffic controls to replace damaged and aging signs, tree and brush expenses to contract for annual brush grinding instead of bi-annual grinding, weed control expenses, funding of a used one-ton to replace the 1997 Dodge one-ton, and capital street expenses for reconstruction of North Mark Street and Youlon Street from Hamilton to Elm Street. Mr. Halbrucker proposed the Village construct its own salt/sand storage building for \$20,000. In the past, the Village would pick up salt/sand from the County at a set price and then returned unused sand and salt at the end of the winter season. The same procedure would take place the following winter season, but that same salt/sand mixture would now cost the Village more. In March of this year, Mr. Halbrucker was notified the County is now requiring all municipalities to report exactly how much sand and salt it plans to use. If the

municipality does not use all the materials it planned to use, the County will charge the municipality rent for storing the extra materials when returned. Mr. Halbrucker is proposing the Village build its own storage area to avoid those additional costs. Decreases noted are gasoline and oil expenses, street engineering, street repairs, and sidewalk expenses. Principal and interest payments continue on the loader equipment payment and the annual lease of a skidsteer. Chief Ashbeck then presented a proposed 2017 police department budget. Included in the 2017 budget is the purchase of a 2017 Ford SUV Interceptor squad car and trade-in of the charger. If the new squad car is ordered before October 31, the price is \$1,273 less but delivery and payment would still be in January of 2017. Chief Ashbeck is looking for direction from the Committee on ordering this vehicle prior to the end of October to take advantage of the cost savings. The Committee recommended including the 2017 Ford SUV Interceptor squad car in the 2017 budget. Chief Ashbeck reviewed each line item for the Committee with explanations on increases and decreases in each category. Under the capital expenses section, there is a line item for architectural fees for \$9,500. Chief Ashbeck is proposing a new police garage structure be constructed in 2018 after the Village acquires use of the property east of the police garage. The new structure would include parking for squad cars, seized vehicles and other property, water, and floor drains. The entrance to the building would be off the north/south alley and exit onto Elm Street. Approximate costs are \$425,000 for the new building. Chief Ashbeck stated if the Village intends to acquire property and build a new law enforcement center within the next five years, the proposed garage would not need to be constructed. The Committee decided to leave the architectural fees in the 2017 budget in the event the Village Board is in favor of moving forward with the new facility in 2018. The Committee reviewed the West Salem Emergency Medical Team's 2017 budget request. West Salem accounts for 74 percent of the total calls for service, and the requested amount has not changed from last year. The Committee directed \$35,390.50 be included in the 2017 proposed budget.

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the September 22, 2016, Finance and Personnel Committee meeting. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Deal to adjourn the meeting at 7:50 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator