

Public Hearing
Ordinance No. 506 Amend Chapter 6
Of the Village Code of Ordinances

October 5, 2021

Public hearing called to order at 6:50 p.m. by President Schumacher. Trustees present: Curtis, Hennessey, Lautz, Leicht, and Twining. Also present: Interim Police Chief Kyle Holzhausen, Recreation Director Tony DeGaetano, Village Attorney Bryant Klos, and Village Administrator Teresa DeLong.

The public hearing concerns Ordinance No. 506, which, if adopted, will revise, update, and amend Chapter 6 Traffic to update Wisconsin State Statutes and Wisconsin Administrative Code section references, update through streets, revise no parking times in each of the school areas, and add traffic control on school district premises.

There were no citizens present to speak for or against the proposed Ordinance.

Motion by Trustee Leicht, seconded by Trustee Twining to adjourn the public hearing at 6:53 p.m. Motion approved by voice vote.

Teresa L. DeLong, Village Administrator

Regular Meeting

October 5, 2021

Meeting called to order at 7:00 p.m. by President Schumacher. Trustees present: Curtis, Hennessey, Lautz, Leicht, and Twining. Also present: Interim Police Chief Kyle Holzhausen, Public Works Director Loren Schwier, Recreation Director Tony DeGaetano, Village Attorney Bryant Klos, and Village Administrator Teresa DeLong.

Minutes

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve the minutes of the September 21, 2021, Regular Village Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$24,022.60
<u>Water Utility:</u>	\$12,204.55
<u>Sewer Utility:</u>	\$9,709.19

Storm Water Utility:

\$1,445.54

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

Ordinance No. 506

Motion by Trustee Leicht, seconded by Trustee Twining to approve adoption of Ordinance No. 506 Amend Chapter 6 of the Village of West Salem Code of Ordinances. Roll call vote: Unanimous aye. Motion approved.

Special Event Application

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve issuance of a Special Event Application to the West Salem High School to hold the 2021 Homecoming Parade on October 8, 2021, beginning at 2:15 p.m. Roll call vote: Unanimous aye. Motion approved.

Resolution 8.21

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve Resolution 8.21 to Establish Municipal Wards and to Combine Wards for Voting Purposes. Roll call vote: Unanimous aye. Motion approved.

Finance and Personnel Committee

Trustee Leicht reported on the September 29, 2021, Finance and Personnel Committee meeting. The purpose of the meeting was to review the proposed 2022 Parks and Recreation Department budget request, review proposals received to provide services to update the Comprehensive Plan and create a public facilities needs assessment, and review and discussion on the 2022 Operating Plan. Recreation Director Tony DeGaetano presented the proposed 2022 Parks and Recreation Department budget request. Mr. DeGaetano has prepared the budget anticipating 2022 will enable recreation programs to operate at normal levels. Therefore, user fees and sponsor fees along with other revenue items have been included at historic levels. Developer impact fees are being collected as building permits are issued in the Greenfield Addition, and the department plan is to replace the playground equipment in the Village Park. An insurance claim was submitted for wind damage to the West Salem Community Shelter roof, and all but \$2,500 of the \$97,575 repair costs are covered. Therefore, the accumulated set aside for those roof repairs will be transferred to playground equipment replacement. The remaining balance of \$2,478 from an Imprelis tree settlement will be used in 2022 for tree replacements. Capital items planned are soccer goal replacements, purchase of a new Kabota for park field work and snow plowing, and future capital purchases set asides. Mr. DeGaetano is also working with the La Crosse County Library system to create a small neighborhood park at the Hazel Brown Leicht Memorial Library. The library system has been accumulating donations and the total collected to date is \$25,000. Mr. DeGaetano presented a salary and program breakdown spreadsheet of five area Park and Recreation Departments setting forth staffing and salary comparisons. He is proposing to increase the salary for the two department staff, and he would reduce the expenses for recreation program salaries. Beginning in 2022, the semi-annual recreation program brochure will not be mailed to every household in the West Salem School District. Instead the brochure will be available on the website for downloading. This will reduce that expense account by

\$5,500. The Committee then reviewed proposals received from Short Elliott Hendrickson, Inc. and Cedar Corporation to provide services to update the Village Comprehensive Plan. State mandates require comprehensive plan updates every ten years, and the Village plan was last updated in 2010. The Committee agreed to include the comprehensive plan update in the 2022 operating plan. The Committee then reviewed proposals to perform a Public Facilities Needs Assessment for Law Enforcement, Village Administration, Recreation, Parks, Playgrounds, and Land for Athletic Fields, along with Streets, Water, Storm Sewer, and Sanitary Sewer. Proposals were received from Short Elliott Hendrickson, Inc. and Cedar Corporation. Each proposal was broken down into the various department assessments. The Committee agreed to hold off on these proposals until further progress is made on the 2022 operating plan. The Committee is scheduled to meet on September 30 to review the 2022 Public Works Department and the West Salem Fire Protection District budget requests.

Motion by Trustee Leicht, seconded by Trustee Lautz to approve the minutes of the September 29, 2021, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Finance and Personnel Committee

Trustee Leicht then reported on the September 30, 2021, Finance and Personnel Committee meeting. The purpose of the meeting was to review the proposed 2022 Public Works Department budget and the proposed 2022 West Salem Fire Protection District budget request. Public Works Director Loren Schwier presented the proposed Public Works Department budget. Most expense items remain unchanged from last year. The East Hamilton Street reconstruction project funded 50 percent by Local Roads Improvement funds was delayed from 2021 to 2022 due to higher than anticipated construction costs. Therefore, this project is scheduled for 2022 with \$34,500 being brought forward into the 2022 budget. Elm Street from Oak to Youlon may be approved in the Stormwater Utility budget utilizing American Rescue Plan funding. Street repairs include costs to resurface streets beginning with Wagon Drive and those west of Wagon Drive. Mr. Schwier is working with La Crosse County, and once those costs are acquired, this budget line will be confirmed. Capital expenses include the purchase of a used truck, the balance of the purchase price for a batwing mower, and costs for East Hamilton Street. Mr. Schwier has applied for various matching grant funding programs for future street reconstruction of City Loop, South Leonard Street, and North Mark Street. West Salem Fire Protection District Secretary/Treasurer Dave Tauscher presented the proposed 2022 budget request. Based on 2021 equalized value, the Village portion of the Fire District budget is \$115,807.05, a decrease of \$1,048.68 from 2021. Per call pay is increasing from \$22 per call to \$24 per call, breathing apparatus equipment is planned for purchase in 2022, and the return of the fire house for prevention and awareness education is included. Other expense lines were reviewed and discussed.

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve the minutes of the September 30, 2021, Finance and Personnel Committee meeting minutes. Roll call vote: Unanimous aye. Motion approved.

Planning Commission

President Schumacher reported on the Planning Commission public hearings and meeting held on October 4, 2021. The first public hearing concerns a Petition for Change of Zone submitted jointly by the Village of West Salem and La Crosse County in order to rezone parcels of property from Agriculture District to Industrial District. There were no citizens present to speak for or against the proposed Petition. The second public hearing concerns a Petition for Change of Zone submitted by Coulee Region Christian School Association, Inc. and Capstone LLC for property located at 701 Industrial Drive from Business to Residential District. Tim Stoeffler, Regional Vice President of Amerhart which has been located at the east end of Industrial Drive since 2009, spoke in opposition to the requested change of zone and conditional use permit. Mr. Stoeffler stated the Teleperformance property is currently zoned Business, and the rest of the parcels along Industrial Drive are zoned Industrial. Zoning laws exist to protect the health, safety, and general welfare of the people as it relates to land use, and West Salem's Code specifically states that the intent of the zoning ordinance includes lessening congestion in and promoting the safety and efficiency of the streets and highways. With those goals in mind, Amerhart is extremely concerned about putting a school at the entrance to an industrial park. The rezone would alter the essential character of the district in which the property is located, substantially or permanently impair the appropriate use or development of adjacent property, and be detrimental to the public welfare. He stated Amerhart alone has on average 240 of its own semi-trailer trucks weighing up to 80,000 pounds going to and from its facility monthly. In addition, Amerhart has approximately 30 semi-trailer trucks from its suppliers driving to and from its facility each week. He stated if this is multiplied by the number of industrial companies located on Industrial Drive, it represents a very high number of heavy industrial vehicles using that roadway every day. Renae Heesch, School Board President for Coulee Region Christian School, then spoke in favor of the Petition for Change of Zone. Ms. Heesch stated the school plans to create a drop off and pick up area off of Industrial Drive. She stated very few students walk to school. She estimated approximately 60 to 70 vehicles would drop off and pick up students on a daily basis. She stated the school has been in West Salem since the early 1990's and is good for the West Salem community. Several representatives and parents of children attending Coulee Region Christian School also spoke in support of the Petition for Change of Zone. The third public hearing was called to order. The public hearing concerns a Conditional Use Permit Application submitted by Coulee Region Christian School Association, Inc. and Capstone LLC for use of 701 Industrial Drive as a school. No citizens spoke for or against the proposed Conditional Use Permit Application. Chair Scott Schumacher then called the Planning Commission meeting to order. The Commission reviewed for recommendation to the Village Board the Petition for Change of Zone submitted jointly by La Crosse County and the Village of West Salem. Tax parcels 16-1046-100, 16-1046-0, 16-1046-200, 16-1046-300, 16-1048-600, 16-1046-101, and part of Parcel No. 16-1054-300 are presently zoned La Crosse County Agricultural Zoning as of its annexation to the Village. The change from Agriculture to Industrial Zone would allow all uses allowed under the Village Industrial Zoning District Code. The Planning Commission recommended approval of the Petition for Change of Zone as presented. The Commission then reviewed a Petition for Change of Zone submitted by Coulee Region Christian School Association, Inc. and Capstone LLC for the property located at 701 Industrial Drive. The Commission discussed the truck and vehicle traffic and children safety concerns, the potential for traffic being backed up on Industrial Drive resulting in visibility and liability issues, and a possible need for traffic

light controls at the intersection of Industrial Drive and Neshonoc Road. The Commission voted unanimously to refer the Petition for Change of Zone back to the Petitioners for more detailed information and a site plan and request the Village contract with La Crosse County for traffic counts on Industrial Drive and Neshonoc Road. No action was taken on the Conditional Use Permit Application submitted for use of 701 Industrial Drive as a school. The Planning Commission reviewed a Certified Survey Map submitted by Michael Modawell and Cody and Kiele Deleeuw to divide Part of Outlots 2 and 3, Plat of Outlots. The parcel is located at 323 Mark Street North, and the owners wish to sell the property as two separate residential lots. The Planning Commission recommended approval of the Certified Survey Map as submitted. The Commission then reviewed an Application for Conditional Use Permit submitted by Pete Opsahl. Mr. Opsahl plans to allow construction of a single-family home on Lot 21 instead of the planned four-plex apartment unit. Lot 22 was approved for construction of a three-plex apartment unit. Mr. Opsahl commissioned a certified survey map to adjust the lot lines between Lots 21 and 22 to create new Lots 1 and 2 to allow for construction of a six-plex on Lot 22. The Planning Commission scheduled a public hearing on the Conditional Use Permit Application for Monday, October 25, 2021, beginning at 5:00 p.m. The Certified Survey Map also submitted by Pete Opsahl will be acted on at the Planning Commission meeting on October 25, 2021.

Motion by President Schumacher, seconded by Trustee Curtis to approve the minutes of the October 4, 2021, Planning Commission meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Petition for Change of Zone

Motion by Trustee Lautz, seconded by Trustee Twining to approve the Petition for Change of Zone submitted jointly by La Crosse County and Village of West Salem. Roll call vote: Unanimous aye. Motion approved.

Certified Survey Map

Motion by Trustee Twining, seconded by President Schumacher to approve Certified Survey Map submitted by Michael Modawell and Cody and Kiele Deleeuw. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Curtis to adjourn the meeting at 7:30 p.m. Approved by voice vote.

Teresa L. DeLong, Village Administrator