

Public Hearing
Ordinance No. 467 Amending Chapter 8
Sewer Use Ordinance/User Charge System

October 6, 2015

Public Hearing called to order at 6:30 p.m. by President Manthei. Trustees present: Brown, Deal, Lautz, Leicht, and Schumacher. Excused: Hennessey. Also present: Coulee News Special Correspondent Tobias Mann, Village Attorney Bryant Klos, and Village Administrator Teresa Schnitzler.

Ordinance No. 467, if adopted, will amend Chapter 8 of the Village Code of Ordinances in order to update and revise State Code references, create installation of sewer lateral provisions, create a reserve capacity assessment on new installations, and increase the quarterly fixed charge by 16 percent.

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

Motion by Trustee Leicht, seconded by Trustee Lautz to adjourn the public hearing at 6:34 p.m. Motion approved by unanimous voice vote.

Teresa L. Schnitzler, Village Administrator

Public Hearing
Ordinance No. 468
Amending Animal Control Ordinance

October 6, 2015

Public Hearing called to order at 6:40 p.m. by President Manthei. Trustees present: Brown, Deal, Lautz, Leicht, and Schumacher. Excused: Hennessey. Also present: Coulee News Special Correspondent Tobias Mann, Village Attorney Bryant Klos, Police Chief Charles Ashbeck, and Village Administrator Teresa Schnitzler.

Ordinance No. 468, if adopted, would allow the Village Administrator to issue a renewal permit to exceed the number of animals allowed to be kept at one premises.

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

Motion by Trustee Leicht, seconded by Trustee Schumacher to adjourn the public hearing at 6:43 p.m. Motion approved by unanimous voice vote.

Teresa L. Schnitzler, Village Administrator

Public Hearing

Resolution 4.15
To Vacate and Discontinue Roadway

October 6, 2015

Public Hearing called to order at 6:45 p.m. by President Manthei. Trustees present: Brown, Deal, Lautz, Leicht, and Schumacher. Excused: Hennessey. Also present: Coulee News Special Correspondent Tobias Mann, Village Attorney Bryant Klos, Police Chief Charles Ashbeck, State Assembly Representative for the 94th District Steve Doyle, Justin Running, and Village Administrator Teresa Schnitzler.

The Village of West Salem has entered into an agreement with Fossum Management which is contingent upon the vacation and discontinuance of a portion of the east/west alley located between Leonard and Mill Streets. Resolution 4.15, if approved, would vacate and discontinue this roadway.

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

Motion by Trustee Brown, seconded by Trustee Deal to adjourn the public hearing at 6:49 p.m. Motion approved unanimously by voice vote.

Teresa L. Schnitzler, Village Administrator

Regular Board Meeting

October 6, 2015

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Brown, Deal, Lautz, Leicht, and Schumacher. Excused: Hennessey. Also present: Coulee News Special Correspondent Tobias Mann, Recreation Director Michelle Czerwan, Police Chief Charles Ashbeck, Village Attorney Bryant Klos, State Assembly Representative for the 94th District Steve Doyle, Justin Running, and Village Administrator Teresa Schnitzler.

Representative Steve Doyle distributed copies of the 2015-2016 State of Wisconsin Blue Book and presented a summary update of legislation adopted and proposed at the State level.

Minutes

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the September 15, 2015, Regular Board meeting. Roll call vote: Lautz – abstain; remainder of Board - aye. Motion approved.

Claims

Claims from the following funds were presented for payment:

General Fund: \$53,438.62

<u>Water Utility:</u>	\$10,564.23
<u>Sewer Utility:</u>	\$13,138.85
<u>Storm Water Utility:</u>	\$1,249.24

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

Shared Ride Public Transit

Trustee Leicht addressed the Board regarding the Board's decision to terminate the shared ride public transit agreement with the City of Onalaska and presented an update. Trustee Leicht stated the Finance and Personnel Committee and the Village Board reviewed the ridership numbers, and it appeared Village participation and ridership had decreased. Accurate ridership numbers have since been received, and residents utilizing the system have contacted elected officials and the Village Administrator to express concerns about the Village discontinuance of the transit system.

Motion by Trustee Leicht, seconded by Trustee Deal to reconsider the Village Board decision to terminate the Village of West Salem and City of Onalaska Joint Shared Ride Agreement. Roll call vote: Unanimous aye.

The Board requested additional information from the transit provider, and Justin Running spoke with the Board about the program. West Salem's participation in the Shared Ride Public Transit Program is an extension of the Onalaska public transit system. The Onalaska/Holmen/West Salem Public Transit is considered an urban transit program, and it utilizes federal grant funding dollars passing through the State of Wisconsin Department of Transportation. Mr. Running supplied a list of frequent addresses the public transit system serves in West Salem. There were 11,857 documented rides in West Salem from October 1, 2014, through September 30, 2015, and an average ridership of 1,000 per month. The Village Board requested a more specific compilation of how many residents are using the system, and this information is not readily available. The Board asked Mr. Running why ride fares cannot be increased more in order to keep costs level for participating municipalities. Substantial subsidies are used to operate the program, and the terms of the funding include fare increases limited to CPI. The maximum rate increase allowed for 2016 is 20 cents.

Village Administrator Teresa Schnitzler informed the Board of her conversation with the City of Onalaska Finance Director. Due to West Salem's termination decision, all of the required annual paperwork had to be recalculated and resubmitted to the Wisconsin Department of Transportation. Additionally, a substantial change like this also mandates a full request for proposal process opening up the bidding to all entities wanting an opportunity to operate the program. The request for proposal is public, and bidders have 30 days to respond. Onalaska's Finance Director is aware of the public pressure from West Salem residents regarding the discontinuation of the shared ride service, so he called the DOT and asked if West Salem were to change its mind and want to continue participation in the program what would have to happen. The DOT agreed all of the new paperwork can be pulled back and the RFP process halted and

the program can go back to the way it presently is. The finance director plans to submit to the Utilities Mass Transit Committee two items: 1) A bill to West Salem for the extra time involved for a total of \$1,500; and 2) a request to change the Agreement to mandate a notice of termination be made prior to August 1 instead of October 1. The Board agreed if the notice of termination date is changed to August 1 instead of October 1, the Finance and Personnel Committee will not have enough budget information available that early in order to make an informed decision on future participation in the program.

Motion by President Manthei, seconded by Trustee Leicht to include the shared ride program in the 2016 budget. Roll call vote: Brown and Lautz – nay; remainder of Board – aye. Motion approved.

Ordinance No. 467

Motion by Trustee Schumacher, seconded by Trustee Leicht to approve Ordinance No. 467 Amending Chapter 8 Sewer Use Ordinance/User Charge System. Roll call vote: Unanimous aye.

Ordinance No. 468

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve Ordinance No. 468 Amending Animal Control Ordinance. Roll call vote: Unanimous aye.

Resolution 4.15

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve Resolution 4.15 to Vacate and Discontinue Roadway. Roll call vote: Unanimous aye.

Certified Survey Map

Motion by President Manthei, seconded by Trustee Leicht to approve a certified survey map submitted by La Crosse County Economic Development Fund, Inc. for a new Lot 7 in the Lakeview Business Park. Roll call vote: Unanimous aye.

Alcohol Beverage License Applications

Motion by Trustee Deal, seconded by Trustee Lautz to approve the issuance of alcohol beverage licenses to Brooke A. Cornford, Angela R. Gray, Bailey F. Valencia, Taylor M. Schreier, and Melissa L. Coelin. Roll call vote: Unanimous aye.

Street Committee

Trustee Deal reported on the September 15, 2015, Street Committee meeting. The purpose of the meeting was to discuss sidewalk snow and ice removal policies and procedures and to review SeeClickFix proposals for West Salem. Scott Halbrucker requested the Committee give him direction on snow and ice removal policies and procedures for the upcoming winter season. The Public Works Department cleared a significant number of Village sidewalks this past winter, property owners lodged complaints verbally and in writing against the Village policy of clearing sidewalks, and the Village Board considered rescinding one snow removal assessment billing and did rescind one snow removal billing. Mr. Halbrucker stated the Village Attorney has advised sidewalk snow and ice must be removed per Village Ordinances; however, the Village Board does not appear to support the sidewalk snow removal Ordinances. Pedestrians file complaints with the Public Works Department and the Administration

Office regarding uncleared sidewalks so it is an important ordinance to enforce. Sidewalk snow and ice removal ordinance requirements have been included again in the Fall/Winter semi-annual Village newsletter, the notice to clear will be published on or about November 1 in The Coulee News, and the Public Works Department can post warnings on resident's doors after the first couple of snow falls. The Committee agreed the distribution of information to residents is the only option to ensure the ordinances are complied with. Mr. Halbrucker also made the Committee aware of a high number of mailboxes not in compliance with the United States Postal Service recommendations and requirements for mailbox installation. If a mailbox is installed correctly, the snow plows will not hit the mailbox. Residents are installing mailboxes close to the curb line and using support posts and materials that are not in compliance with postal service recommendations. Ms. Schnitzler explained the long-standing mailbox replacement policy. If the Public Works Department damages a mailbox due to operator error, the Village will reimburse the resident for a replacement mailbox and support post. However, if the weight of snow and ice damages the mailbox or if the mailbox is not properly placed on the boulevard, the Village will not reimburse the resident. Mr. Halbrucker presented a smart phone and website notification application proposal for "SeeClickFix". Community members who subscribe to the program are able to report a wide variety of issues and problems through the application to appropriate Village municipal departments. A list of possible items a subscriber can report are pot holes, street sign damage, park equipment issues, and abandoned vehicles. A list can be customized for West Salem. Once an issue has been entered into the program, an acknowledgment is sent to the reporter, and when the problem has been addressed, it is logged and the reporter is again notified. The Village would have a record of problems and would be able to print a variety of reports. Mr. Halbrucker has requested a quote from SeeClickFix, but he estimates the program would cost \$3,000 per year, plus a one-time \$800 start up cost, and a 5 percent increase each year thereafter for maintenance of the site. He stated the costs could be allocated to the Public Works Department, Water Utility, Sewer Utility, Storm Water Utility, Recreation, and Police Departments to reduce the overall General Fund budget impact. Attorney Klos informed the Committee he has concerns about Village legal liability with the program, and he advised the Village not commit to this program. The Committee requested Mr. Halbrucker obtain more information for the Committee. Mr. Halbrucker suggested a reconstruction of East Hamilton between North Rose and North Mill Street be scheduled for the year 2020. The Committee agreed with this suggestion.

Motion by Trustee Deal, seconded by Trustee Lautz to approve the minutes of the September 15, 2015, Street Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Deal to adjourn the meeting at 8:32 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator