

Regular Meeting

October 20, 2020

Meeting called to order at 7:00 p.m. by Village President Dennis Manthei. Trustees present: Brown, Hennessey, Lautz, Schumacher, and Wee. Excused: Leicht. Also present: Public Works Director Loren Schwier, Police Chief Jeremy Randall, Recreation Director Tony DeGaetano, Village Attorney Bryant Klos, American Legion Auxiliary Unit 51 President Nicole Vidal, Brandon Iverson, and Village Administrator Teresa DeLong.

Public Comment

Brandon Iverson, 833 Wagon Drive, addressed the Village Board in support of proposed Ordinance No. 497 regulating the operation of golf carts on public streets. Mr. Iverson stated golf carts are an environmentally-friendly means for short distance trips. The proposed ordinance has many regulations and safety requirements in place. Mr. Iverson encouraged the Village Board to schedule a public hearing to hear public comment on the ordinance.

Minutes

Motion by Trustee Lautz, seconded by Trustee Brown to approve the minutes of the October 6, 2020, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$286,795.97
<u>Water Utility:</u>	\$32,348.88
<u>Sewer Utility:</u>	\$289,763.14
<u>Storm Water Utility:</u>	\$1,560.98

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

Request to Allow Patio Dining

American Legion Auxiliary President Nicole Vidal appeared before the Board with a request to set up a temporary patio dining area on the sidewalk and the three parking spaces directly in front of the American Legion building for Saturday, October 24, from 4:00 to 8:00 p.m. in order to accommodate more diners at the Liver Lovers and Chicken Too event, and, possibly, also an October 30 event. The Legion would like the ability to have patrons dine and drink beverages at appropriately socially distanced tables in the designated parking and sidewalk area. Mrs. Vidal stated that allowing not only the American Legion to do this, but also other downtown establishments to offer this to their customers would be a beneficial option to keeping our downtown businesses open during these trying times. Since submitting the request to the Village, Mrs. Vidal noted

that the event planned for the upcoming weekend probably will not happen due to the colder weather forecasted. Therefore, she has requested the Village Board discuss an ordinance allowing outdoor patio dining areas going forward.

Trustee Brown stated he has talked with some of the downtown business owners, and he has done extensive research related to similar outdoor seating requirements in other municipalities. The Village Board discussed potential parking issues, alcohol compliance checks, and pedestrian passage on the sidewalk.

Motion by Trustee Lautz, seconded by Trustee Hennessey to refer the outdoor seating option to the Street Committee. Roll call vote: Unanimous aye. Motion approved.

Finance and Personnel Committee

Trustee Schumacher reported on the October 7, 2020, Finance and Personnel Committee meeting. The purpose of the meeting was to receive health insurance benefit options and possible health reimbursement program changes, review the proposed Hazel Brown Leicht Memorial Library budget request, and review the proposed 2021 Police Department budget. Jerry DenBoer informed the Committee of the dissolution of the Western Wisconsin Municipal Consortium as of December 31, 2020. Five years ago, thirty-four municipalities joined together to form a larger consortium group in order to obtain favorable health insurance benefits. Recently, WEA Insurance Trust has processed very large claims, the most expensive of which is anticipated to be an ongoing claim. WEA Trust quoted a 20 to 32 percent premium increase to the consortium for 2021. Obviously, no municipality can accept that significant of an increase, and, therefore, the Consortium will be disbanded. Benefit Advisors obtained proposals from over twenty health insurance carriers, and the most favorable for the Village was United Healthcare and Quartz. The drawback with Quartz is it is a Gunderson network, and about half of the seventeen enrolled employees are with Mayo and the other half with Gunderson. United Healthcare is a comparable network to WEA Trust. The preliminary proposal received from United Healthcare is fifteen percent less than premiums presently with WEA Trust. As soon as Benefit Advisors receives final premium costs from United Healthcare, Mr. DenBoer will submit same to the Village Administrator. Mr. DenBoer then offered a revision and simplification plan for the Village's health reimbursement account program. The revised program would be easier to implement and administer, easier for the employees to understand, and more affordable for the employees. Teresa DeLong and the Library Director have reviewed the condition of the tables in the Mary and Jerome Klos Community Room. Several tables have holes or are broken and unusable. It was determined nine tables need to be replaced at a cost of \$116 each. Regular upholstery cleaning was budgeted along with the historical \$500 contribution toward extra magazine subscriptions. Police Chief Jeremy Randall presented his 2021 department proposed budget. Chief Randall has simplified the police department budget layout, and, following the Village capitalization policy, he has included non-capital purchases in the expenditure accounts instead of set out as capital outlay. Included in the police supplies expense are a Watchguard charging and video transfer station, purchase and replacement of drug enforcement equipment, and replacement of an office computer. Chief Randall explained his plan to replace the old squad car radios and the old portable radios. The radios are over ten years old now and have several operational issues. Communication has become a police officer safety issue. The Committee

instructed Chief Randall to accelerate his radio replacement program so the radios are all replaced sooner. A set aside was included toward the purchase of a 2022 Ford Explorer. Police department personnel department coverage were also discussed. The Committee will meet again on Tuesday, October 13 for the Public Works Department budget and continue its preparation of the 2021 operating plan.

Motion by Trustee Schumacher, seconded by Trustee Lautz to approve the minutes of the October 7, 2020, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Law Enforcement Committee

Trustee Lautz reported on the October 13, 2020, Law Enforcement Committee meeting. The purpose of the meeting was to review for possible revisions and recommendations to the Village Board proposed Ordinance No. 497 Regulation of the Operation of Golf Carts on Public Streets and continue discussion regarding the regulation of ATV/UTV's on public streets. Public Works Director Loren Schwier presented signage requirements and costs associated with three different proposed ATV/UTV operation scenarios. Mr. Schwier stated the cost per sign is \$120 for materials and labor. If ATV's were allowed on all Village streets, sixteen signs would be installed at all entrances to West Salem. If the Village approved ATV routes, twenty-three signs would be required to designate those routes. If the Village allowed ATV's on all Village Streets except around the School District campus, twenty-nine signs would need to be installed. Costs for proper signage, installation, and maintenance will be between \$2,500 and \$3,500. The Committee recommended tabling further discussion regarding the operation of ATV/UTV's on Village Streets. Attorney Klos then presented proposed Ordinance No. 497 which regulates the operation of golf carts on public streets. He stated the reason golf carts are normally not allowed to operate on streets is because a golf cart does not meet the safety equipment requirements of a vehicle as set forth in Chapter 347. Chapter 347.02(1)(h) provides that if the Village authorizes the use of golf carts on public streets, the golf carts can then be operated on Village streets, but the cart does not have to meet the State equipment requirements for motor vehicles. This means the Village would be prohibited from including in an ordinance a long list of safety equipment required for golf carts. Under Wisconsin law, once a golf cart is deemed allowable on Village streets, it then is treated as a motor vehicle and the operator, under Wisconsin law, has to have a valid driver's license or permit. Once the Village authorizes the use of golf carts, the cart becomes a motor vehicle also subject to the financial responsibility law of Chapter 344. Chapter 344 does not require the owner to have insurance, but instead states essentially that at the time of an accident, if damages are caused, the owner either must have a minimum liability insurance limit of \$25,000 per person/\$50,000 per accident or have the money to actually pay the damages. Attorney Klos stated there is no insurance for golf carts for street use. There are coverages for operating a golf cart from a residence to a golf course, however. The Committee discussed its reservations about use of a golf cart on narrow streets, visibility in traffic, and safety of children passengers. Riverview Estates resident Brad Villand, 1061 William Avenue, offered his opinion golf carts are a safe means of transportation which he would mainly use to pick up his children within the neighborhood.

Chief Randall was asked for his enforcement issues with this ordinance. Chief Randall stated if the Village Board approved ATV routes, enforcement would be more of a

problem. By majority voice vote, the Committee recommended the Village Board schedule a public hearing on proposed Ordinance No. 497.

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve the minutes of the Law Enforcement Committee meeting held on October 13, 2020. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Hennessey, seconded by Trustee Brown to schedule a public hearing on Ordinance No. 497 for Tuesday, November 17, 2020, beginning at 6:45 p.m. Roll call vote: Lautz – nay; remainder of Board – aye. Motion approved.

Finance and Personnel Committee

Trustee Schumacher reported on the October 13, 2020, Finance and Personnel Committee meeting. Public Works Director Loren Schwier presented a five-year street maintenance plan. He applied for and was approved for a Local Roads Improvement Program grant for a fifty percent match to reconstruct East Hamilton Street from South Mill Street to North Rose Street. The approximate construction costs are \$70,000, and the Village would be responsible for \$35,000. Mr. Schwier then reviewed with the Committee future street reconstruction plans. The 2021 Public Works Department budget request includes \$30,000 for annual street repairs. Mr. Schwier recently purchased a tar kettle, and it is his intention to repair at least one-fifth of the Village streets on an annual, rotating basis. The Tree and Brush section includes the purchase a grapple bucket attachment for the loader in order to move brush without also picking up and moving accumulated soils. Capital outlay includes a \$25,000 set aside for future purchase of a used dump truck and the purchase of a one-yard dirt bucket attachment for \$1,100. The Committee discussed Mr. Schwier's suggestion of providing some sort of rehabilitation to the public parking lot bordered by Memorial Drive and South Mill Street. The Committee discussed with Mr. Schwier current staffing levels, job performance, current hourly wages of the employees, and health insurance benefit issues within his department. Mr. Schwier provided hourly wage comparisons State-wide and from neighboring municipalities, current certifications held and hourly wages currently paid to his employees, and employee evaluations. The Committee will consider all matters brought to its attention at future meetings. The Committee reviewed the 2021 EMS budget request. The financial aid request of \$41,858.10 from the Village is the same amount as requested in 2020. The Village calls for service totaled 74 percent of the total medical team responses. The Committee commended the West Salem Emergency Medical Team for its continued service to the Village and for its ability to keep its budget to fair and reasonable levels each year.

Motion by Trustee Schumacher, seconded by Trustee Lautz to approve the minutes of the October 13, 2020, Finance and Personnel Committee meeting minutes as presented. Roll call vote: Unanimous aye. Motion approved.

The November 3, 2020, Village Board meeting is also the date of the Partisan Election. Considering the number of people expected in the West Salem Community Center that evening, President Manthei polled the Board on whether to reschedule the next Village Board meeting to an alternate date.

Motion by Trustee Schumacher, seconded by Trustee Wee to reschedule the next Village Board meeting to Thursday, November 5, 2020, beginning at 7:00 p.m. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Wee, seconded by Trustee Schumacher to adjourn the meeting at 7:31 p.m. Approved by voice vote.

Teresa L. DeLong, Village Administrator