

## Regular Board Meeting

December 18, 2012

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Iverson, Koelbl, Lautz, Leicht, Schumacher, and Wehrs. Also present: Public Works Director Scott Halbrucker, Police Chief Charles Ashbeck, Village Attorney Bryant Klos, Coulee News Special Correspondent Emily Staed, County Board Supervisors Ray Ebert and Robert Keil, and Village Administrator Teresa Schnitzler.

### Minutes

Motion by Trustee Lautz, seconded by Trustee Leicht to approve the minutes of the December 4, 2012, Regular Board meeting as written. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

#### General Fund:

|                                         |            |
|-----------------------------------------|------------|
| 1 <sup>ST</sup> Community Credit Union  | \$ 829.96  |
| American Family Life                    | 283.81     |
| American Legion Post 51                 | 21.16      |
| Badger Environmental & Earthworks       | 186,183.40 |
| Band Box Cleaners, Inc.                 | 480.77     |
| BSN Sport Supply Group, Inc.            | 420.00     |
| CenturyLink                             | 377.24     |
| Charles E. Ashbeck                      | 38.63      |
| Charter Communications                  | 92.83      |
| Christ-St. John's Lutheran School       | 50.00      |
| Cottage Grove Nursery                   | 235.00     |
| Crime Information Bureau                | 42.00      |
| Dalco                                   | 92.16      |
| E O Johnson Company                     | 100.00     |
| Games People Play                       | 2,240.50   |
| Great-West                              | 2,306.00   |
| Hale, Skemp Law Office                  | 2,358.50   |
| Hansen's IGA, Inc.                      | 57.88      |
| Hilltopper Refuse & Recycling           | 14,144.18  |
| Kwik Trip, Inc.                         | 2,632.89   |
| La Crosse County Solid Waste Department | 420.97     |
| La Crosse County Clerk                  | 192.33     |
| La Crosse County Treasurer              | 55,467.31  |
| La Crosse Mail & Print                  | 334.40     |
| Laser Product Technologies              | 41.95      |
| Lids Team Sports                        | 287.45     |
| MCS Networks, Inc.                      | 1,815.40   |
| Midwest Uniforms                        | 79.90      |
| Minnesota Life Insurance Company        | 374.78     |
| Panasonic Finance Solutions             | 160.51     |
| River Valley Newspaper Group            | 782.98     |

General Fund (Cont'd.):

|                                   |          |
|-----------------------------------|----------|
| Robo Manufacturing                | 5,495.00 |
| Short Elliott Hendrickson, Inc.   | 3,250.86 |
| Sullivan Building Inspections     | 2,712.76 |
| Teresa Schnitzler                 | 75.90    |
| Tony Green Cleaning Service       | 750.00   |
| Town of Hamilton                  | 2,170.96 |
| Tractor Central                   | 7.73     |
| Tri-State Business Machines       | 126.27   |
| Universal Truck Equipment, Inc.   | 356.25   |
| Unum Life Insurance Company       | 285.05   |
| U S Cellular                      | 152.41   |
| VisionAir                         | 1,055.12 |
| Waukesha County Technical College | 140.00   |
| West Salem Auto Repair, Inc.      | 363.20   |
| West Salem Farmers' Co-op         | 1,252.23 |
| Wiebke Trading Company            | 456.00   |
| Wisconsin Support Collection      | 237.59   |
| WSPD-Petty Cash                   | 105.00   |
| Xcel Energy                       | 7,499.53 |

Water Utility:

|                                    |             |
|------------------------------------|-------------|
| Badger Environmental & Earthworks  | \$ 9,465.45 |
| CenturyLink                        | 80.19       |
| Hawkins, Inc.                      | 613.15      |
| La Crosse County Health Department | 161.00      |
| Minnesota Life Insurance Company   | 26.56       |
| Short Elliott Hendrickson, Inc.    | 162.54      |
| Unum Life Insurance Company        | 45.39       |
| West Salem Farmers' Co-op          | 25.42       |
| West Salem General Fund            | 4,961.98    |
| Xcel Energy                        | 2,067.15    |

Sewer Utility:

|                                   |             |
|-----------------------------------|-------------|
| Badger Environmental & Earthworks | \$ 1,713.50 |
| Fremont Industries, Inc.          | 864.36      |
| HD Supply Waterworks. Ltd.        | 825.76      |
| Minnesota Life Insurance Company  | 29.78       |
| Mulcahy/Shaw Water, Inc.          | 5,379.75    |
| North Central Laboratories        | 12.49       |
| Short Elliott Hendrickson, Inc.   | 162.54      |
| Unemployment –DWD-U               | 1,452.00    |
| United Auto Supply                | 24.95       |
| Unum Life Insurance Company       | 52.81       |
| West Salem Farmers' Co-op         | 38.94       |
| West Salem General Fund           | 4,341.75    |
| Xcel Energy                       | 2,890.80    |

Storm Water Utility:

|                                   |             |
|-----------------------------------|-------------|
| Badger Environmental & Earthworks | \$ 4,360.08 |
| Hale, Skemp Law Office            | 175.00      |
| Short Elliott Hendrickson, Inc.   | 487.63      |

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

Alcohol Beverage License Applications

Chief Ashbeck recommended approval of an alcohol beverage license to Melissa Marie Hall. Rachel Lora Wirtala has a significant amount of unpaid parking tickets, and Chief Ashbeck recommended approval of the license conditioned upon the payment of the tickets.

Motion by Trustee Leicht, seconded by Trustee Iverson to approve the issuance of an alcohol beverage license to Melissa Marie Hall, and approval of a license to Rachel Lora Wirtala conditioned upon the payment of all outstanding parking tickets. Roll call vote: Unanimous aye.

Utilities Committee

Trustee Schumacher reported on the Utilities Committee meeting of December 13, 2012. The purpose of the meeting was to review for recommendation the proposed 2013 budgets for the Water Utility, Sewer Utility, and the Storm Water Utility. Public Works Director Scott Halbrucker presented a proposed 2013 Water Utility Budget. The proposed budget includes Youlon Street, between Franklin and Hamilton Streets, 1¼" water main replacement, additions to the water utility meter reading system, and replacement of existing water meters in order to comply with new law requirements. The proposed budget includes a third equity transfer installment payback to the Sewer Utility, use of water impact fees to partially pay bond principal and interest payments, and general operating revenues and expenses. The Committee recommended approval of the proposed 2013 Water Utility Budget as presented. Mr. Halbrucker presented a proposed 2013 Sewer Utility Budget. The proposed budget includes Youlon Street, between Franklin and Hamilton Streets, sewer main replacement, funds to televise a large sewer main line, sewer plant roof replacement, and a push camera for use in evaluating small sewer mains. One-third of the revenues for the sewer utility are derived from variable rates and are dependent on the amount of water used. There has only been a three percent increase in sewer rates over the last thirteen years. Two-thirds of the revenues received are from fixed charges. The sewer utility annual shortage of revenue is routinely between \$25,000 and \$100,000 depending on the dollar amount of capital expenditures in a given year. The proposed budget includes a 10 percent increase in variable use charges. The present rate is \$1.85 per thousand gallons of water used, and the proposed rate is \$2.04 per thousand gallons of water used. The rate increase will raise approximately \$70,000 needed to begin bringing the required equipment replacement fund account into compliance and would allow funding of capital improvements at a sustainable level. A proposed Ordinance will be presented to the Board for review and action at its next meeting. The Committee recommended approval of the proposed 2013 Sewer Utility budget as presented with the 10 percent variable rate increase. Mr. Halbrucker presented a proposed 2013 Storm Water Utility Budget. The proposed budget includes Faye Drive erosion control completion, curb and

gutter replacement on Griswold Avenue and Youlon Street, and maintenance of catch basins and equipment. In order to accomplish completion of the Faye Drive project, continued maintenance of existing retention and detention ponds, and to accommodate a public works employee wage and benefit allocation to the Storm Water Utility, a 12.5 percent increase is included in the proposed budget. The present ERU rate charge is \$4.00, and the proposed budget proposes to increase the ERU rate charge to \$4.50. A proposed Resolution will be presented to the Board for review and action at its next meeting. The Committee recommended approval of the proposed 2013 Storm Water Utility budget with the 12.5 percent ERU rate increase.

Motion by Trustee Schumacher, seconded by Trustee Wehrs to approve the minutes of the December 17, 2012, Utilities Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve the 2013 Water Utility budget. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Iverson to approve the 2013 Sewer Utility budget. Roll call vote: Unanimous aye.

Motion by Trustee Lautz, seconded by Trustee Schumacher to schedule a public hearing on Ordinance No. 447 Sewer Use Ordinance/User Charge System for Tuesday, January 15, 2013, at 6:45 p.m. Roll call vote: Unanimous aye.

Motion by Trustee Wehrs, seconded by Trustee Schumacher to approve the 2013 Storm Water Utility budget as presented. Roll call vote: Unanimous aye.

Motion by Trustee Schumacher, seconded by Trustee Lautz to approve Resolution No. 20.12 Storm Water Equivalent Runoff Unit Charge. Roll call vote: Unanimous aye.

**WHEREAS**, as set forth in Code of Ordinance Chapter 15, Stormwater Utility, the Village Board is responsible for the management of stormwater and other surface water discharges within and beyond the La Crosse River, and other bodies of water within the Village, and it is a matter that affects the health, safety, and welfare of the public; and

**WHEREAS**, Chapter 15 gives authority to the Village Board to establish the rates for Stormwater Management Services; and

**WHEREAS**, by Ordinance, the Village Board of Trustees shall establish such rates and charges as are necessary to finance any necessary property or easement acquisition and the planning, design, construction, maintenance, and operation of stormwater management facilities in accordance with the procedures set forth in Chapter 15 and at sufficient levels to fund the capital, operating, and other expenses as set forth in the adopted Storm Water Utility budget, which are not funded by other sources of revenue; and

**WHEREAS**, as set forth in Chapter 15, the Director of Public Works and the Utilities Committee have prepared an annual budget for 2013 for the Storm Water Utility, which includes all operation, maintenance, capital costs, and other costs related to the operation of the Storm Water Utility; and

**WHEREAS**, in order to accomplish completion of the Faye Drive project, continued maintenance of existing retention and detention ponds, and to accommodate a public works employee wage and benefit allocation to the Storm Water Utility, the

Utilities Committee has recommended a 12.5 percent Equivalent Runoff Unit charge increase be included in the proposed 2013 budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees hereby approves the Equivalent Runoff Unit charge of \$4.00 per quarter be increased to \$4.50 per quarter to be effective and reflected on the February 1, 2013, regular billing.

**ADOPTED AND DATED** this 18<sup>th</sup> day of December, 2012.

(SEAL)

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Dennis Manthei, Village President

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Teresa L. Schnitzler, Village Administrator

Law Enforcement Committee

Trustee Wehrs reported on the December 17, 2012, Law Enforcement Committee meeting. 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 closed session, the Committee discussed a new offer to the West Salem Police Union, and the Committee agreed to present a new, written offer to the Union at its next meeting on Wednesday, December 19.

Motion by Trustee Wehrs, seconded by Trustee Leicht to approve the Law Enforcement Committee meeting minutes of December 17, 2012. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Wehrs to adjourn the meeting at 7:17 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator