

## Regular Meeting

December 18, 2018

Meeting called to order at 7:00 p.m. by Village President Manthei. Trustees present: Brown, Hennessey, Lautz, Leicht, Schumacher, and Wee. Also present: Recreation Director Tony DeGaetano, Public Works Director Scott Halbrucker, Village Attorney Bryant Klos, Police Chief Charles Ashbeck, La Crosse County Board Supervisor Ray Ebert, and Village Administrator Teresa Schnitzler.

### Public Comment

Ray Ebert, La Crosse County Board Supervisor for District 25, updated the Village Board on the Town of Hamilton's purchase of land for a new town hall. The sale should be approved by the full County Board soon, and the Town will begin plans to construct on the new site. Construction of a salt storage shed will be first priority, and a new town hall could be constructed in three years. Mr. Ebert also informed the Village Board he is not seeking re-election to the Town of Hamilton Board.

### Minutes

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the December 4, 2018, Regular Board meeting as written. Roll call vote: Unanimous aye.

### Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$73,354.84
<u>Water Utility:</u>	\$21,964.04
<u>Sewer Utility:</u>	\$83,730.33
<u>Storm Water Utility:</u>	\$19,001.92

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

### West Salem Area Community Foundation Appointment

Motion by Trustee Leicht, seconded by Trustee Schumacher to appoint Trustee Leroy Brown as the Village Board's appointee to the West Salem Area Community Foundation for a new three-year term. Roll call vote: Brown – abstain; remainder of Board – aye. Motion approved.

### Meeting with West Salem Boy Scout Troop #77

Trustee Brown reported on a discussion he had on December 13, 2018, with West Salem Boy Scout Troop #77. The troop is working toward completion of the "Citizenship in the Community" badge. The primary concern for the troop is traffic flow around the

newly-remodeled West Salem Middle School. The scouts stated that due to the arrangement of the new middle school driveway with the intersection of East Avenue and Mark Street, a lot of traffic is ending up stuck on East Avenue for long periods of time as vehicles wait to turn into the middle school driveway. Since Mark Street does not have stop signs, vehicles traveling on that street have priority causing drivers trying to turn left into the driveway on East Avenue to wait and traffic is backing up. The prolonged wait oftentimes leads to students exiting vehicles in the street and crossing East Avenue to the school building. The scouts had several suggestions, and Trustee Brown felt the suggestions received would benefit from added input from the West Salem School District. The Village Board agreed the Street Committee should meet with representatives of the School District to explore solutions to the traffic issues.

#### Finance and Personnel Committee

Trustee Leicht reported on the December 4, 2018, Finance and Personnel Committee meeting. The Committee met in closed session pursuant to Wis. Stat. Sec. 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, to-wit: employee compensation.

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the minutes of the December 4, 2018, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye.

#### Planning Commission

President Manthei reported on the December 5, 2018, Planning Commission meeting. Donna and Jerry Beyer submitted an Application for a Conditional Use Permit in order to allow the installation of one, single pole pylon with one, double-sided electronic message unit sign for on-premise advertising at Big Boar, 510 Commerce Street. The sign proposed is 21 feet high with an electronic message center unit totaling 48 square feet. The Planning Commission scheduled a public hearing on the conditional use permit application for Wednesday, January 2, 2019, at 5:00 p.m. Joseph Burke submitted an Application for a Conditional Use Permit in order to construct a single apartment on the second floor in a business use building at 159 South Leonard Street. Mr. Burke stated he purchased the building in 1996 and converted the second floor for his business use. He has remodeled the first floor, and he plans to move his business to the new area. The Commission noted the second floor had a residential use prior to Mr. Burke's purchase of the building. The Commission scheduled a public hearing on the conditional use permit application for Wednesday, January 2, 2019, immediately following the first public hearing at 5:00 p.m.

Motion by President Manthei, seconded by Trustee Schumacher to approve the minutes of the December 5, 2018, Planning Commission meeting. Roll call vote: Unanimous aye.

#### Utilities Committee

Trustee Schumacher reported on the December 11, 2018, Utilities Committee meeting. Public Works Director Scott Halbrucker presented a proposed 2019 Water Utility Budget. The proposed budget includes a continuance of hydrant maintenance to address leaking hydrants and painting hydrants in 2019. Capital outlay includes

\$30,000 of new meters and MXU units, the water utility portion of the East Avenue street reconstruction project, purchase of a trailer to store and haul the trench box and tools and supplies for water main breaks, and the purchase of a valve for East Hamlin Street. The Committee suggested funds be set aside for future well and reservoir maintenance. The Committee recommended approval of the proposed 2019 Water Utility Budget with adjustments discussed. Dave Sauer presented a proposed Addendum to the Village's agreement for professional services to provide various services for the Neshonoc Lake Sediment Removal Project. An estimated quantity of approximately 400,000 cubic yards of sediment is planned to be removed from the existing sediment trap at the east end of Neshonoc Lake and from existing channels along the southeast corner of the lake. Sediment from the lake is planned to be removed hydraulically and deposited into the existing bowl located on La Crosse County property. Mr. Sauer has been working with the Wisconsin Department of Natural Resources for over a year on this project. Six weeks ago, the Village was finally granted a variance to the DNR's determination that the bowl is a wetland when in fact it was created by the lake dredging completed in 2000. Several reports, testing, plans, and specifications will be required to gain DNR approval and for bidding and selection of a contractor. The project is anticipated to cost \$2,000,000 with \$1,000,000 coming from the Neshonoc Lake District, \$500,000 from the Village Sewer Utility, and \$500,000 from La Crosse County. The project is planned for the summer of 2020 as testing, submittals, and permit approvals will take over a year. Estimated costs are \$39,500 to Cedar Corporation and \$17,500 for subcontracted surveys and sediment sampling. The Village has entered into a cost sharing agreement with the Neshonoc Lake District wherein the Lake District will pay the first \$15,000 of these costs. The Committee recommended approval of Addendum to Agreement for Professional Services for the Neshonoc Lake Sediment Removal Project in the amount of \$57,000 of which the first \$15,000 will be paid by the Neshonoc Lake District. Dave Sauer then presented a proposed Addendum to the Village's agreement for professional services to provide the necessary services for the Wastewater Treatment Facility Modifications Project. The existing wastewater treatment facility is planned to be modified to include biological phosphorus removal processes along with required mechanical/electrical/piping additions. The facility will be modified to increase the capacity of the plant to meet projected flow/load conditions for the year 2036. New biological phosphorus reactor basins, aeration basins, clarifiers, sludge pumping, electric motor control, piping, site landscaping, storm water control, and road additions are planned to be included in the upgrade. The current facility was constructed in 1999. The cost for the services is stated to be \$325,400 with a reduction of \$10,150 if the trial infrared heat drying process shows good results and is a better option for the Village. The design plans and specifications should be completed by August of 2019. The Committee recommended approval of the Addendum to Agreement for Professional Services for the wastewater treatment facility modifications project. Attorney Klos prepared a resolution wherein all temporary advances made by the Sewer Utility for the wastewater treatment plant upgrade will be included in planned utility projects loan financing. The Committee recommended approval of Resolution 10.18 Declaring Official Intent to Reimburse Expenditures. Mr. Halbrucker presented a proposed 2019 Sewer Utility Budget. Funding for televising and repairs of various sewer mains is included in the proposed budget, along with manhole rehabilitation in conjunction with the East Avenue street reconstruction. The costs for engineering services for the Neshonoc Lake Sediment Removal Project and the wastewater treatment plan upgrades are included in the

Capital Outlay section. Dave Sauer will review the present sewer rates for annual CMAR compliance. Attorney Klos advised a bank account be opened to segregate and designate the wastewater treatment plant upgrade funds that were set aside for the 2018 budget and included in the proposed 2019. With approval of the 2019 budget, the total set aside funds are \$586,653. The Committee recommended approval of the proposed 2019 Sewer Utility budget as revised.

The 2019 Elm Street Storm Water Utility Management Project will include work in the Canadian Pacific railroad right-of-way. Canadian Pacific drafted a proposed occupancy license which authorizes the Village to install, maintain, and operate a storm water utility line in its right-of-way. The license includes a one-time fee of \$5,000 to cover CP's reasonable expenses incurred in reviewing the Village's notice to occupy its right-of-way and reimbursement for CP's reasonable and customary charges to have a flagman or watchman present during the Village's work in the railroad right-of-way. Increased insurance coverages are required to cover any damages as well. The Committee recommended approval of the Utility Occupancy Permit as drafted by CP Rail. Mr. Halbrucker presented a proposed 2019 Storm Water Utility Budget. The proposed budget includes continued maintenance of catch basins in one-quarter of the Village in conjunction with sidewalk inspections and repairs, capital outlay for the East Avenue street reconstruction project, the Elm Street ditch renovation project, and Industrial Drive storm water improvements. Mr. Halbrucker reminded the Committee La Crosse County is still discharging 40,000 gallons per day of cooling water into the Lakeview Business Park storm water system, and this should be addressed during the planning for these improvements and costs for its use of the storm water capacity calculated and billed to La Crosse County. The Committee recommended approval of the proposed 2019 Storm Water Utility budget.

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the minutes of the December 11, 2018, Utilities Committee meeting as presented. Roll call vote: Unanimous aye.

#### 2019 Water Utility Budget

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the 2019 Water Utility Budget with revenues of \$730,500 and a net revenues over expenditures of zero. Roll call vote: Unanimous aye.

#### Addendum to Agreement for Professional Services

Motion by Trustee Brown, seconded by Trustee Leicht to approve the Addendum to Agreement for Professional Services for the Neshonoc Lake Sediment Removal Project in the amount of \$57,000 of which the first \$15,000 will be paid by the Neshonoc Lake District. Roll call vote: Unanimous aye.

#### Addendum to Agreement for Professional Services

Motion by Trustee Schumacher, seconded by Trustee Leicht to approve the Addendum to Agreement for Professional Services for the wastewater treatment facility modifications project. Roll call vote: Unanimous aye.

#### Resolution 10.18

Motion by Trustee Schumacher, seconded by Trustee Lautz to approve Resolution 10.18 Declaring Official Intent to Reimburse Expenditures. Roll call vote: Unanimous aye.

2019 Sewer Utility Budget

Motion by Trustee Schumacher, seconded by Trustee Wee to approve the 2019 Sewer Utility Budget which includes revenues of \$867,000 and net revenue over expenditures of zero. Roll call vote: Unanimous aye.

Utility Occupancy Lease

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the Utility Occupancy License as agreed between the Village and Canadian Pacific. Roll call vote: Unanimous aye.

2019 Storm Water Utility Budget

Motion by Trustee Schumacher, seconded by Trustee Brown to approve the 2019 Storm Water Utility Budget which calls for revenues of \$488,130 and revenues over expenditures of zero. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Schumacher to adjourn the meeting at 7:52 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator