

Village of West Salem
Public Hearing
2024-2029 West Salem Outdoor Recreation Plan
May 7, 2024

Public Hearing called to order at 6:50 p.m. by Village President Scott Schumacher. Trustees present: Anderson, Curtis, Hennessey, Lautz, Leicht and Twining. Also present: Public Works Director Loren Schwier, Parks and Recreation Director Tony DeGaetano, Village Administrator Teresa DeLong, Village Clerk/Treasurer Ashley Bohl, La Crosse County Supervisor Dave Hundt, and Ken Harwood of Mississippi Regional Planning Commission.

The public hearing is concerning the 2024-2029 West Salem Outdoor Recreation Plan as the official comprehensive outdoor recreation plan.

Nick Patchen, Lynette Ender, JoHannah Merfeld, Jake Larcom, Reuben Vyn, and Stephen Cohen all spoke in favor of the proposed 2024-2029 West Salem Outdoor Recreation Plan. Dave Hundt spoke regarding maintaining green space in the Village.

Motion by Trustee Twining, seconded by Trustee Leicht to close the public hearing at 7:08 p.m. Motion unanimously approved by voice vote.

Ashley M. Bohl, Clerk/Treasurer

Village of West Salem
Regular Meeting
May 7, 2024

Regular meeting called to order at 7:08 p.m. by Village President Scott Schumacher. Trustees present: Anderson, Curtis, Hennessey, Lautz, Leicht and Twining. Also present: Public Works Director Loren Schwier, Parks and Recreation Director Tony DeGaetano, Police Chief Kyle Holzhausen, Police Captain Timothy O'Neill, Village Administrator Teresa DeLong, Village Clerk/Treasurer Ashley Bohl, La Crosse County Supervisor Dave Hundt, and Ken Harwood of Mississippi Regional Planning Commission.

Public Comment

Stephanie Howe addressed the Board regarding the keeping of chickens. She explained West Salem is the only local municipality that does not allow the keeping of chickens, and it was her understanding that the Board was requiring proof from more residents that are in favor of allowing the keeping of chickens. Ms. Howe provided the Board with a copy of the City of La Crosse ordinance and also advised the Board she had reached out to the City of La Crosse Police and determined it received eight calls in a six-month period regarding chickens, keeping the burden on services low.

Dave Hundt, La Crosse County Supervisor, approached the Board and voiced his backing of chicken keeping. He also advised the Board that the Vets Park pedestrian/bicycle bridge should be completed by Memorial Day weekend. He also reiterated that the majority of the project was paid for by grants and not from taxpayers.

2024 Poppy Princess Introduction and Proclamation

American Legion Auxiliary 2nd Vice President Lisa Brickl introduced the 2024 Poppy Princess Addison Bonsall and presented a Memorial Poppy Proclamation for Village President Scott Schumacher to sign.

Minutes

Motion by Trustee Hennessey, seconded by Trustee Twining to approve the minutes of the April 16, 2024, regular meeting as written. Roll call vote: Unanimous aye. Motion approved.

Claims

Claims were presented for payment totaling \$208,262.77.

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

Greene Park Play Structure Equipment

Lynette Ender addressed the Board and explained that Greene Park is used regularly by the neighborhood, but that it has limits on the activities children can do there. A significant number of children use the park to play soccer, but younger siblings are left with nothing to do because of a lack of play equipment. Mrs. Ender is requesting the Board approve a collaboration between the neighborhood, the West Salem Park and Recreation Department, and the West Salem Lion's Club to develop a plan for the park, including fundraising for any equipment purchases.

Motion by Trustee Leicht, seconded by Trustee Curtis to grant permission for a collaboration of planning between the neighborhoods of Greene Park, West Salem Park and Recreation Department, and the West Salem Lion's Club for the development of Greene Park, including fundraising. Roll call vote: Unanimous aye. Motion approved.

Resolution No. 6.24

Motion by Trustee Leicht, seconded by Trustee Anderson to approve Resolution No. 6.24 to Adopt the West Salem Outdoor Recreation Plan, 2024-2029 as presented. Roll call vote: Unanimous aye. Motion approved.

Ordinance No. 530

Motion by Trustee Anderson, seconded by Trustee Hennessey to schedule a public hearing on Ordinance No. 530 amending Chapter 8 Holding Tank and Septic Tank Waste Charges for Tuesday, May 21, 2024, beginning at 6:50 p.m. Roll call vote: Unanimous aye. Motion approved.

Application for Temporary Class “B”/“Class B” Retailer’s License

Motion by Trustee Leicht, seconded by Trustee Twining to approve the issuance of a Temporary Class “B”/“Class B” Retailer’s License to the June Dairy Days Association for Friday, May 31 through Sunday, June 2, 2024, in the Village Park. Roll call vote: Unanimous aye. Motion approved.

Special Event Application – June Dairy Days Parade

Motion by Trustee Curtis, seconded by Trustee Hennessey to approve the issuance of a Special Event Permit to West Salem Lion’s Club for the annual June Dairy Days Parade scheduled for Saturday, June 1, 2024, from 12:00 p.m. to 3:00 p.m. Roll call vote: Unanimous aye. Motion approved.

Law Enforcement Committee

Trustee Lautz reported on the April 16, 2024, Law Enforcement Committee meeting. An Application to Exceed Pet Limit was submitted by Danielle Knudtson and Gabriel Davis to add one neutered domestic cat and a spayed labrador retriever to their household. Notifications of the Application to Exceed Pet Limit were mailed to all property owners within 300 feet of the applicant residence. It was noted by the Committee members that while the application is for one additional cat, the household technically has two more cats than Ordinance allows. The Committee also recommended no more cats.

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve the minutes of the Law Enforcement Committee meeting held on April 16, 2024, as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Hennessey, seconded by Trustee Curtis to approve the issuance of a Permit to Exceed Pet Limit to Danielle Knudtson and Gabriel Davis as recommended. Roll call vote: Unanimous aye. Motion approved.

Finance and Personnel Committee

Trustee Leicht reported on the April 23, 2024, Finance and Personnel Committee meeting. David Erdman and Chris Hogan of Baker-Tilly presented to the Committee, information on the process of obtaining bonds in order to fund the extension of Industrial Drive to meet development agreement requirements. Chris discussed the timeline of the process, along with providing examples of the types of bond funding that are available, including terms and estimated rates. The Committee questioned if bonding was the only option and was advised that longer notes are potentially available. Chris went into further detail of how the bonding affects the tax levy and is affected by the tax increment funding status. Attorney Bryant Klos suggested the Village look at the twenty-year bonding term to coincide with the tax incremental funding timeline. The Committee then discussed future bonding of the Public Safety Building. Chris advised that the process would be no different than the process to obtain bonding to extend Industrial Drive, minus the tax incremental funding status. Administrator DeLong advised the Committee that the accounting firm the Village has used for over 30 years is no longer doing municipal audits. A Request for Proposal was drawn up and disbursed to local accounting firms, who have until June 10th to submit any proposals. The Committee will reconvene at a later date to review any submitted proposals.

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve the minutes of the Finance and Personnel Committee meeting held on April 23, 2024, as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve Baker-Tilly to assist with the note sale process to obtain bonding for extension of Industrial Drive and fill-in the rest of the storm water ditch. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Hennessey, seconded by Trustee Curtis to approve the Scope of Engagement Re: Proposed Issuance of \$2,600,000 Village of West Salem General Obligation Promissory Note. Roll call vote: Unanimous aye. Motion approved.

Planning Commission

Village President Schumacher reported on the minutes of the April 25, 2024, Planning Commission Public Hearing and meeting. The Public Hearing is in regard to a request by Brambleberry Winery/Christian Hardie for an Outdoor Alcoholic Beverage Garden permit. The business already has a fenced off area for an outdoor alcoholic beverage garden. There were no citizens present to speak for or against the Outdoor Alcoholic Beverage Garden permit application by Brambleberry Winery. The Planning Commission did receive one letter of support and one letter against. The Commission reviewed for recommendation to the Village Board, an application for an Outdoor Alcoholic Beverage Garden Permit submitted by Brambleberry Winery/Christian Hardy. The Commission discussed the permit requirements regarding noise. A request for approval of a certified survey map submitted by Curtis DeBoer and Julie Baginski to create Lots 1 and 2 in Neshonoc Lake Addition was reviewed. DeBoer and Baginski currently own both lots, one with improvements (Lot 1) and one vacant (Lot 2); they are looking to sell Lot 2. They want to alter the lot line to make Lot 1 larger by 10' to accommodate a garden. The Board then reviewed the additional requirements of Outdoor Alcoholic Beverage Garden Permit No. 7:

1. The OABG boundaries shall be raised concrete seating area which is approximately 26' by 30' feet surrounded by the 3' tall metal fence next to the southeast corner of the building as depicted on Exhibit B for the premise located at 234 North Leonard Street. The 2 gates shall be the same height as the existing fence allowing ingress and egress from the OABG. The east and west gates shall each have a sign posted next to them which reads: "No Alcohol Beyond This Gate".
2. Two cameras shall be located in the OABG area and a camera monitor screen shall be located at the bar in the licensed premise so bartender has easy and instant access to view outside area. Additional monitors may be placed in office or other remote areas to view the OABG.
3. Cameras shall be in operation and recording to a digital recorder so that footage of OABG can be reviewed in the event an incident occurs. The recorded can be located anywhere on the premises.
4. In the event tables are placed in the OABG area and umbrellas are used, the placement of any umbrella should not block any view of both cameras, thus defeating the purpose of the cameras.

5. Proper lighting shall be maintained illuminating the OABG area when in use. Without proper lighting, the cameras will be useless and law enforcement's ability to view the activities of the patrons from the alley will be impossible.
6. Appropriate signage shall be installed on or near the exterior of both gates clearly indicating the OABG area is for patrons 21 years of age or older and on the interior on or near both gates shall be a sign indicating exit.
7. Both gates shall swing away from the OABG area, per fire code, and no gas grills are allowed. Both gates must be unlocked whenever the premise is open for business. Propane heaters are allowed in form as shown in exhibit "C".
8. All premises receiving OABG permits are required to comply with all of the following restrictions:
 - A. No amplified sound or music is permitted outside the enclosed (building) premises. Amplified sound or music is not permitted in the OABG area. This does not ban an outside television as long as its sound is not amplified. The sound from the television must be from the television's internal sound system.
 - B. Sales of wine may occur in the OABG area.
 - C. The OABG area may only be open any time the licensed premises is allowed to sell alcohol by law.
 - D. All employees with operator's license and the licensee, if working on premises, shall be responsible for policing the OABG area at all times it is open for operation to prevent nuisances described herein.
 - E. The licensed premise's building capacity shall remain the same even with the addition of an OABG.
 - F. A licensee shall not permit activities in the OABG area to constitute a nuisance which includes, but is not limited to, excessive noise, excessive light, minor on premises issues, fights, drug dealing and/or use, disorderly conducts, and littering of public areas and adjacent private properties caused by use of the OABG.
 - G. A licensee shall comply with all other applicable State Statutes and Village Ordinances.
 - H. Within 15 minutes after closing time, the licensee must clear the OABG of all patrons and all classes, cups, bottles and litter.

Motion by President Schumacher, seconded by Trustee Twining to approve the April 25, 2024, Planning Commission minutes as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Anderson, seconded by Trustee Twining to approve Outdoor Alcoholic Beverage Garden Permit No. 7, as presented. Roll call vote: Unanimous aye. Motion approved.

Buildings and Grounds Committee

Trustee Curtis reported on the April 29, 2024, Building and Grounds Committee meeting. The purpose of the meeting was an updated discussion on the Lion's Shelter remodel request to completely enclose shelter by Friends of West Salem Baseball, pending State approval. The first item of discussion was why the agenda referred to pending State approval, as the Friends of West Salem Baseball told the Committee they had State approval. The Committee does not have a copy of the approval and per the minutes of

the last meeting, the approval was referenced as a conditional approval. The approval documents that Friends of West Salem Baseball provided at the meeting also referenced a conditional approval but did not have the State approved stamp. Vinnie Pontius went on to explain that with the vapor barriers the Friends plan to install with the remodel, there may not be a need to have heat, as it should help to contain the swings in temperature change. The discussion continued regarding the amended agreement between the Village of West Salem and Friends of West Salem Baseball. Friends would like to see the available times adjusted from 3:00-6:00 p.m. to 3:30 p.m.–6:30 p.m. due to school not releasing until 3:10 p.m. They would also like to see verbiage added to the clause that governs how the west side of the building is to be handled when the east side is in use. It was determined the verbiage would be updated to reflect coaches are to encourage the high schoolers to use the west side under adult supervision to ensure walls and the roll down doors are not being damaged. The clause containing verbiage that stated the roll-up doors could not be removed was also discussed, as the plan design calls for the doors to come off. The Committee agreed to amend and remove the requirement that the doors not be removed.

Motion by Trustee Curtis, seconded by Trustee Leicht to approve the April 29, 2024, Buildings and Grounds Committee meeting minutes as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Curtis, seconded by Trustee Leicht to approve the Amended Use Agreement as presented, including monitoring west side usage. Roll call vote: Unanimous aye. Motion approved.

Finance and Personnel Committee

Trustee Leicht reported on the May 1, 2024, Finance and Personnel Committee meeting. Committee convened 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: Department head resignation and process for replacement. The Committee regrettably accepted the resignation of Police Chief Kyle Holzhausen.

Motion by Trustee Leicht, seconded by Trustee Hennessey, to approve the May 1, 2024, Finance and Personnel Committee meeting minutes, as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Anderson, seconded by Trustee Hennessey to convene in closed session at 7:52 p.m. pursuant to Wis. Stat. Sec. 19.85(1) (e) to deliberate or negotiate for purchase of public properties, investment of public funds, or conduct of other specific public business whenever competitive or bargaining reasons require a closed session, i.e., Offer to Purchase.

Motion by Trustee Leicht, seconded by President Schumacher to reconvene in open session at 8:18 p.m. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Anderson, seconded by Trustee Twining to allow the Village President and Village Administrator to contact the buyer of the offer to purchase to obtain more information. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Twining, seconded by Trustee Anderson to adjourn the meeting at 8:22 p.m. Unanimously approved by voice vote.

Ashley M. Bohl, Clerk/Treasurer