

Village of West Salem  
Regular Meeting  
July 16, 2024

Regular meeting called to order at 7:00 p.m. by Village President Scott Schumacher. Trustees present: Anderson, Curtis, Hennessey, Lautz, Leicht, and Twining. Also present: Public Works Director Loren Schwier, Interim Police Chief Timothy O'Neill, Village Engineer Dave Sauer, Village Attorney Bryant Klos, Duane Luethe, and Village Administrator Teresa DeLong.

Minutes

Motion by Trustee Leicht, seconded by Trustee Twining to approve the minutes of the July 2, 2024, regular meeting as written. Roll call vote: Unanimous aye. Motion approved.

Claims

Claims were presented for payment totaling \$54,094.24.

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

Student Parking

Duane Luethe resides on North Mark Street, and he requested the Village Board consider enacting an ordinance to prohibit student parking on North Mark Street from Hamlin north to Lewis Street and all of Lark Lane. Presently, there is no parking during the school day on North Mark Street from Hamlin south to East Avenue. His request would be no student parking Monday through Friday, 7:00 a.m. to 4:00 p.m. on school days. Mr. Luethe stated the junior and senior classes are allowed to park in the high school parking lot, and sophomores are directed to park either at the Lion's Shelter parking lot on East Avenue or the Panther Den Parking lot. Many students who are not parking in the high school parking lot are parking vehicles on both sides of North Mark Street and Lark Lane. Student parking on both sides of the two streets limits the ability of garbage haulers to access carts, eliminates parking for visitors in front of a residence, excludes hired contractors access to a property, impedes mail delivery, and in many cases even limits the property owner from accessing their own driveways and mailboxes. Mr. Luethe has talked with his neighbors, and they all feel allowing this practice is not fair to the property owners. There are also issues with students leaving litter on the streets and adjacent yards and students trespassing through neighborhood yards instead of utilizing public sidewalks to walk from the parked vehicles to the school.

Interim Police Chief O'Neill informed the Board this area has been a problem for the police department for quite some time. The department has recorded over fifty complaints regarding students parking cars on both Lark and Mark Streets, students littering and cutting through neighborhood yards, and several traffic-related complaints regarding dangerous driving behavior. The West Salem Police Department is very proactively assertive in its enforcement of traffic and parking statutes and ordinances on both of these streets. During the last school year, directed patrols were assigned to this neighborhood on several occasions which resulted in the issuance of several citations and warnings. Captain O'Neill was posted in a resident's yard and stopped five separate groups of

students as they sought short passage through someone else's property and made several traffic stops on these two blocks. Captain O'Neill also canvassed the neighborhood on foot and spoke with a resident from every home regarding their opinions on the issue, and he is recommending a prohibition on student parking during the school hours except for emergency and other attended vehicles.

The Village Board discussed several options to discourage students from blocking mailboxes or parking so close to driveways, one option being to increase the citation fee to \$75 for each offense. The Village Board directed Administrator DeLong and Village Attorney Bryant Klos to draft a proposed ordinance prohibiting student parking on North Mark Street and Lark Lane between the hours of 7:00 a.m. and 4:00 p.m. on school days. This ordinance would be reviewed at the next Village Board meeting, and, if acceptable, scheduled for a public hearing.

#### Addendum to Agreement

The Village Board requested Engineer Dave Sauer appear to clarify and explain how the professional services construction charges proposed for the Industrial Drive Street and Utility Improvement Project were calculated. The estimated charges are \$215,000, which amounts to 9 percent of the total project bid cost. Mr. Sauer explained he estimates it will require a total of 21 weeks to complete this project, 19 weeks this year, and 2 weeks next spring for the second lift of asphalt. McCabe Construction was awarded the project bid, and it feels it can complete this project in 16 weeks. Industrial Drive drains a 700-acre drainage basin down the 25-foot deep ditch, the length of three city blocks. The project involves installation of several utilities, including a 7-foot diameter storm sewer and a 3-foot diameter storm pipe. This process will be very slow. McCabe can install 50 feet of pipe per day, and this would be dependent upon rain events. Once the storm sewer is in place, at least 35,000 cubic yards of dirt will be used to cover the pipe and then installation of the 12-inch water and 10-inch sewer mains. This would all then need to be compacted with 20 inches of stone and then 4 inches of asphalt. Cedar Corporation prefers to be on site when anything is being buried under ground. If all of the estimated hours are not used, Cedar will not bill the Village those estimated charges, and it never has charged the Village over the estimated charges. Cedar's charges for the wastewater treatment plant resulted in 10 percent of the contract not being billed.

Motion by Trustee Anderson, seconded by Trustee Curtis to approve entering into the Addendum to Agreement for Professional Services for the Industrial Drive Street and Utility Improvements Project as presented. Roll call vote: Unanimous aye. Motion approved.

#### 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 American Legion Post 51 for Friday, August 2 through Tuesday, August 6, 2024, for sale at the West Salem Community Shelter in conjunction with the State Class A Baseball Tournament. Roll call vote: Unanimous aye. Motion approved.

### Finance and Personnel Committee

Trustee Leicht reported on the July 2, 2024, Finance and Personnel Committee meeting. The 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 interviews. Police Sergeants Ganrude and Walker joined the meeting intermittently. The Committee reconvened in open session and then adjourned with no actions taken.

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve the Finance and Personnel Committee meeting minutes of July 2, 2024, as presented. Roll call vote: Unanimous aye. Motion approved.

### Law Enforcement Committee

Trustee Lautz reported on the July 2, 2024, Law Enforcement Committee meeting. The purpose of the meeting was to review for recommendation to the Village Board an Application to Exceed Pet Limit submitted by Amy and Benny Guzman to add one neutered Labrador mix. The application is to allow the adoption of a fourth dog, Dexter. Dexter's story involves severe animal abuse and his recovery has been tremendous. Amy and Benny have been fostering Dexter and would like to now adopt him. They have the means to afford the expensive health care that Dexter will require for the rest of his life. The Committee commended the Guzman's for taking on a case like Dexter and providing him a loving, stable environment. The Committee unanimously recommended the Village Board approve the Application to Exceed Pet Limit submitted by Amy and Benny Guzman.

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve the minutes of the July 2, 2024, Law Enforcement Committee meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Lautz, seconded by Trustee Curtis to approve the issuance of a permit to exceed the pet limit to Amy and Benny Guzman as recommended. Roll call vote: Unanimous aye. Motion approved.

### Public Safety Building Ad Hoc Committee

President Schumacher reported on the July 8, 2024, Public Safety Building Ad Hoc Committee meeting. The purpose of the meeting was to review the 11 design proposals received and determine 2-3 firms that the Committee would like to interview. A comparison chart was provided to the Committee that reviewed five of the proposals identified as ones that met the most requirements of the project, as determined by scope, cost, proximity, and number of comparable projects. Discussion commenced on the firms. The Committee then discussed the next steps and what the interview process was to look like. Chair Schumacher offered to create a list of questions to ask the firms. A timeline was discussed, with the interviews to be conducted on or around July 29<sup>th</sup> jointly with the Buildings and Grounds Committee. The Committee recommended HSR and River Architects be interviewed.

Motion by President Schumacher, seconded by Trustee Curtis to approve the minutes of the Public Safety Building Ad Hoc Committee meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Lautz to adjourn the meeting at 8:04 p.m. Approved by voice vote.

Teresa L. DeLong, Village Administrator