

Village of West Salem
Public Hearing
Ordinance No. 541 – Amend Chapter 5 of the Village of West Salem Code of
Ordinances to Address Sidewalk Encroachment and Prohibited Vegetation
October 7, 2025

Public Hearing called to order at 6:50 p.m. by Village President Scott Schumacher. Trustees present: Curtis, Hennessey, Lautz, Leicht, and Twining. Excused: Anderson. Also Present: Jim Koelbl, Ron Chamberlain, Village Engineer Joe Pingel, Police Chief Scott Alo, Public Works Director Loren Schwier, Village Administrator Teresa DeLong, and Village Clerk/Treasurer Ashley Bohl.

Ordinance No. 541, if adopted, would Amend Chapter 5 of the Village of West Salem Code of Ordinances to address sidewalk encroachment and prohibited vegetation, by further defining a sidewalk obstruction and what constitutes an encroachment.

Jim Koelbl, 527 Youlon Street North, spoke against the proposed Ordinance.

Motion by Trustee Leicht, seconded by Trustee Twining to close the public hearing at 6:55 p.m. Motion unanimously approved by voice vote.

Ashley M. Bohl, Clerk/Treasurer

Village of West Salem
Regular Meeting
October 7, 2025

Regular meeting called to order at 7:00 p.m. by Village President Scott Schumacher. Trustees present: Curtis, Hennessey, Lautz, Leicht, and Twining. Excused: Anderson. Also present: Ron Chamberlain, Village Engineer Joe Pingel, Village Attorney Bryant Klos, Police Chief Scott Alo, Public Works Director Loren Schwier, Village Administrator Teresa DeLong, and Village Clerk/Treasurer Ashley Bohl.

Minutes

Motion by Trustee Lautz, seconded by Trustee Twining to approve the minutes of the September 16, 2025, regular meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Claims

Claims were presented for payment totaling \$117,024.84.

Motion by Trustee Leicht, seconded by Trustee Curtis to approve all claims 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 Berg Hemker Olson American Legion Post 51 for a Wicked Wine & Beer Walk October 9, 2025, from 5:00 p.m. to 7:30 p.m. in downtown West Salem. Roll call vote: Unanimous aye. Motion approved.

Ordinance No. 541

Motion by Trustee Hennessey, seconded by Trustee Lautz to approve Ordinance No. 541 to Amend Chapter 5 of the Village of West Salem Code of Ordinances to Address Sidewalk Encroachment and Prohibited Vegetation as presented. Roll call vote: Curtis, Hennessey, Lautz, Schumacher, and Twining – aye; Leicht – nay. Motion approved.

Ordinance No. 542

The Village Board reviewed proposed Ordinance No. 542, which, if adopted, will amend Chapter 2 of the Village of West Salem Code of Ordinances to Revise Lewd and Lascivious Behavior.

Motion by Trustee Hennessey, seconded by Trustee Curtis to schedule a public hearing on proposed Ordinance No. 542 for Tuesday, November 4, 2025, at 6:50 p.m. Roll call vote: Unanimous aye. Motion approved.

Resolution No. 11.25

The Village Board reviewed Resolution 11.25 – Approval of Changes to the West Salem Functional Classification System.

WHEREAS, the West Salem Urban Area (UA) was designated by the 2020 US Census; and

WHEREAS, the Urban Area Boundary was adjusted and approved by the Wisconsin Department of Transportation (WisDOT) and the Federal Highway Administration (FHWA); and

WHEREAS, functional classification is the method by which roads and streets are categorized based on the levels of mobility and access they provide; and

WHEREAS, functional classification of a road or street has a bearing on federal transportation funding eligibility, and

WHEREAS, FHWA and WisDOT have developed guidance for functional classification of roads and streets; and

WHEREAS, WisDOT periodically reviews and updates to the functional classification system of roads and streets throughout the State of Wisconsin; and

WHEREAS, these recommended functional classification changes were developed through joint review by UA officials and WisDOT planning staff; and

WHEREAS, these recommended changes have been reviewed by the West Salem Village Board of Trustees; and

WHEREAS, documents showing the recommended changes are attached and stated as follows:

- Reclassification of Neshonoc Road from City Loop to East Garland from Collector to Minor Arterial;
- Reclassification of East Garland Street from Neshonoc Road to Leonard Street from Collector to Minor Arterial;

- Reclassification of State Highway 16 from State Highway 108 to the Urban Area Boundary from Minor Arterial to Principal Arterial; and

WHEREAS, the Wisconsin Department of Transportation will, after local approval of the recommended FC changes, approve the changes and submit them to FHWA for final approval; and

WHEREAS, the approved final FC map will be made available to West Salem after FHWA final approval; and

WHEREAS, the new functional classifications will supersede the existing functional classifications in the urban area.

NOW, THEREFORE, BE IT RESOLVED the West Salem Village Board of Trustees hereby approves all three recommended functional classifications:

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve Resolution No. 11.25 – Village of West Salem Approval of Changes to the West Salem Functional Classification System. Roll call vote: Unanimous aye. Motion approved.

Law Enforcement Committee

Trustee Lautz reported on the September 16, 2025, Law Enforcement Committee meeting. The purpose of the meeting was to review for recommendation to Village Board, an Application to Exceed Pet Limit submitted by William Dougherty, who presently keeps a neutered male Catahoula mix, a neutered male Pitbull mix, a spayed female Brown Tiger cat, to adopt a spayed female Pitbull mix. The Police Department has not received any complaints, nor were there any neighbors to speak for or against the request.

Motion by Trustee Lautz, seconded by Trustee Curtis to approve the Law Enforcement Committee meeting minutes of September 16, 2025, 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 Pet Limit to William Dougherty as recommended. Roll call vote: Unanimous aye. Motion approved.

Law Enforcement Committee

Trustee Lautz reported on the September 23, 2025, Law Enforcement Committee meeting. The Committee convened in closed session 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., West Salem Police Union Contract and Police Department Position Discussions.

Motion by Trustee Lautz, seconded by Trustee Curtis to approve the Law Enforcement Committee meeting minutes of September 23, 2025, as presented. Roll call vote: Unanimous aye. Motion approved.

Law Enforcement Disciplinary Committee

Administrator DeLong reported on the September 29, 2025, Law Enforcement Disciplinary Committee meeting. The purpose of the meeting was the annual meeting as provided in West Salem Code of Ordinances Section 1.29. The Committee nominated Chief Charles Ashbeck as the chair. The Committee was updated on how the department has functioned under Chief Scott Alo and Deputy Chief Timothy O'Neill. At the time of

the last Law Enforcement Disciplinary Committee meeting in 2024, the department was in-between Chiefs and had just hired Chief Alo. Chief Alo went on to explain a new form that the department is using as a tool to assist in employee productivity that was created as a step before being placed on a Performance Improvement Plan. The new form encourages the employee to identify areas of improvement and how they plan on making those improvements.

Motion by Trustee Curtis, seconded by Trustee Twining, to approve the Law Enforcement Disciplinary Committee meeting minutes of September 29, 2025, as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Hennessey, seconded by Trustee Curtis to convene in closed session at 7:39 p.m. pursuant to Wis. Stat. Sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, investment of public funds, and transfers of public properties, to-wit: discussion of possible jurisdictional transfer.

Motion by Trustee Leicht, seconded by Trustee Lautz to reconvene in open session at 8:13 p.m. Motion approved by voice vote.

Motion by Trustee Lautz, seconded by Trustee Leicht to approve the acceptance of the Agreement to Provide Services for Jurisdiction Transfer between the Village of West Salem and Short Elliot Hendrickson, Inc. as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Hennessey to adjourn at 8:18 p.m. Motion approved by voice vote.

Ashley M. Bohl, Clerk/Treasurer