

Public Informational Meeting

October 21, 2014

The public informational meeting was called to order at 6:30 p.m. by President Manthei. Trustees present: Baltz, Koelbl, Lautz, Leicht, and Wehrs. Excused: Schumacher. President Manthei stated the purpose of the informational meeting is for the public to learn more about the upcoming referendum question included on the November 4, 2014, Fall Election ballot. The referendum is asking to exceed the Village levy limit because the State of Wisconsin has imposed levy limit increases that are limited to growth or by referendum vote. West Salem's allowed levy increase for 2014 will be 2.36% or \$26,427. Eleven people attended the informational meeting, and three attendees asked questions of and made comments to the Board.

The informational meeting was adjourned at 6:59 p.m.

Teresa L. Schnitzler, Village Administrator

Regular Board Meeting

October 21, 2014

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Baltz, Koelbl, Lautz, Leicht, and Wehrs. Excused: Schumacher. Also present: Village Attorney Bryant Klos, Public Works Director Scott Halbrucker, Coulee News Special Correspondent Emily Staed, Recreation Director Michelle Czerwan, La Crosse County Sheriff Steven Helgeson, Brent Olson, La Crosse County Supervisor Ray Ebert, Police Chief Charles Ashbeck, and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Leicht, seconded by Trustee Lautz to approve the minutes of the October 7, 2014, Regular Board meeting as written. Roll call vote: Unanimous aye.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$41,431.59
<u>Water Utility:</u>	\$42,282.97
<u>Sewer Utility:</u>	\$22,747.21
<u>Storm Water Utility:</u>	\$1,122.86

Motion by Trustee Leicht, seconded by Trustee Koelbl to approve the payment of all claims as listed. Roll call vote: Baltz – present; remainder of Board - aye. Motion approved.

Alcohol Beverage License Applications

Motion by Trustee Wehrs, seconded by Trustee Koelbl to approve the issuance of alcohol beverage licenses to Danielle Lynn Dahle, Nancy Christine Horstmann, Sarah Helen Weaver, and Morgan Ann Wengrzynowicz contingent upon Ms. Horstmann submitting proof of completion of the alcohol awareness course. Roll call vote: Baltz – abstain; remainder of Board - aye. Motion approved.

Reschedule First Meeting in November

Motion by Trustee Baltz, seconded by Trustee Koelbl to reschedule the first regular Village Board of Trustees meeting to November 5, 2014, due to the Fall Election on November 4, 2014. Roll call vote: Lautz – nay; remainder of Board – aye. Motion approved.

Law Enforcement Committee

Trustee Wehrs reported on the October 8, 2014, Law Enforcement Committee meeting. The purpose of the meeting was to meet with the West Salem Police Union to discuss a successor police union contract with possible recommendation to the Village Board. Police Union President Brett Myers presented the Union's responses to the Village's proposals for a successor agreement. The Union is in agreement with a two-year contract. The Village had proposed a one percent wage increase on January 1, 2015, and a one percent wage increase on January 1, 2016. The Village also proposed the Union begin contributing one-half of the 6.8 percent employee contribution requirement to the Wisconsin Retirement System on January 1, 2015, and all of the employee contribution requirement beginning January 1, 2016. In consideration of this agreement, the Village would propose the affected police officers receive a 3.4 percent wage increase on January 1, 2015, and another 3.4 percent increase on January 1, 2016. The Union would agree to this proposal if the required employee share is capped at 7 percent. In addition, the Union requests the offered 3.4 percent wage increase also be granted to police officers who are already paying the employee required contribution to the Wisconsin Retirement System. The Union stands on its request for a 1 percent step wage increase at 10 years of service, 15 years of service, and at 20 years of service. The Union stands on its request for a clothing allowance increase to \$600 per year. After 20 years of service, the Union is requesting a 60 percent payout of unused, accumulated sick time instead of at 25 years as presently set forth in the contract. The Union stands on its request for compensatory time and Kelly time payouts being awarded to the officer's estate or beneficiary at death, its request for a fifth week of vacation after 25 years of service, 2 hours of compensatory time earned on each shift an officer is assigned as a field training officer, ten holidays each year instead nine holidays, and an increased starting wage for new police officers of \$18 per hour for 2015, and a cost of living raise for 2016. After caucus, the Village responded to the Union's requests as follows:

1. Agreement on a two-year contract;
2. For an agreement from the Police Union to contribute the employee's share to the Wisconsin Retirement System, the Village offers a 4.4 percent wage increase to the police officers not presently contributing the employee share and a 1 percent additional wage increase to the police officers already contributing the employee share to the Wisconsin Retirement System.

3. If the Police Union agrees to contributions to the Wisconsin Retirement System, the Village would agree to a 7 percent cap on employee contributions.
4. The Village offered a 1 percent step wage increase after 15 years of service.
5. The Village agrees to the clothing allowance increase to \$600 per year.
6. The Village will not agree with a 60 percent payout of sick leave after 20 years of service.
7. The Village offered to compensate an officer's estate or beneficiary for all accumulated compensatory time and any earned holidays not used but does not agree to a payout of accumulated Kelly time.
8. The Village will not agree to a fifth week of vacation after 25 years of service.
9. The Village modified its proposal of an additional 50¢ per hour for officers serving as field training officers to an additional 75¢ per hour.
10. The Village is not in agreement with an additional paid holiday.
11. The Village offered a new hire starting wage of \$17.80 per hour noting with shift differential pay, a starting officer will earn over \$18.00 per hour.

The Union will discuss the Village's responses and offers and contact Teresa Schnitzler when it is ready to meet with the Committee.

Motion by Trustee Wehrs, seconded by Trustee Leicht to approve the minutes of the October 8, 2014, Law Enforcement Committee meeting was presented. Roll call vote: Unanimous aye.

Planning Commission

President Manthei reported on the Planning Commission meeting held on October 15, 2014. The purpose of the Planning Commission meeting was to review for recommendation a request from Lemonweir Valley Telcom for an easement within and/or purchase of a portion of Tax Parcel No. 16-476-0 located at the far eastern end of East Hamilton Street for the purposes of extending electrical service and fiber optic service lines. Network Sales Engineer for Lemonweir Valley Telcom Brent Olsen addressed the Commission giving the background of the company, the work Lemonweir has completed in the Camp Douglas, Mauston, Tomah, and Sparta areas, and the company's plans to expand into the West Salem area. Lemonweir Valley Telephone Company was founded in 1907. The majority of Lemonweir's customers residing in the Camp Douglas and New Lisbon telephone exchanges are connected to Lemonweir's premier fiber optic network. Lemonweir also services several business customers in Mauston, Tomah, and Sparta. Allied Cooperative contacted Lemonweir requesting fiber optic services to its facilities in West Salem. Mr. Olson has also made contact with several businesses in the Lakeview Business Park, and contracts are in progress for service to the park. Lemonweir's original plan was to construct an 8'X8' concrete structure on a 10'X10" concrete slab at the far northeast corner of Allied Cooperative's property. After consulting with Xcel Energy, it is apparent the concrete structure would be better served if it was placed on the Village of West Salem lot at the far east end of East Hamilton Street. The structure would be setback off East Hamilton Street the same distance that the rest of the homes are setback in order to promote uniformity, and the area would be landscaped. Lemonweir has agreed to bury the utilities at least five feet below the lowest current level within the proposed easement area. Attorney Klos informed the Commission it would be in the best interest of the Village to sell a

20'X20' strip of land on the western side of Parcel No. 16-476-0 and also sell a permanent, non-exclusive easement on the rest of the parcel. Attorney Klos reviewed assessed land values in the area of this parcel. The square foot value of the lot adjacent is \$2.73 per square foot. If the Commission recommended selling the 20'X20' piece, the value is \$1,100. Attorney Klos then recommended selling a permanent easement to Lemonwier at approximately one-quarter of the \$2.73 per square foot value or 68.25¢ per square foot for a total of \$2,700. Attorney Klos recommended selling the parcel and the easement for \$3,800 plus attorney fees and costs incurred. The Commission recommended selling a 20'X20' piece on the western side of Parcel No. 16-476-0 for \$2.73 per square foot and to sell a permanent, non-exclusive easement for the rest of the parcel for 68.25¢ per square foot for a total sale price to Lemonwier of \$3,800 plus attorney fees and costs incurred. Chair Manthei then informed the Commission La Crosse County has two certified survey maps it would like reviewed for approval. The County will have the maps ready by early November.

Motion by President Manthei, seconded by Trustee Leicht to approve the minutes of the Planning Commission meeting of October 15, 2014, as presented. Roll call vote: Unanimous aye.

Attorney Klos presented to the Board a proposed and revised Easement Agreement. The revised Easement Agreement is based on Lemonwier's need for the 10' X 10' concrete slab to not only be 10 feet off the west boundary of Lot 10 to comply with Village side-yard setback requirements, but also to have sufficient space on the east side for electrical grounding purposes. The exclusive easement now is a 20' X 30' area. The selling price for the easement, therefore, increased to \$4,350. Attorney fees and costs are \$1,392.50. Upon receipt by the Village of \$5,742.50, the Easement Agreement will be recorded against the property.

Motion by Trustee Lautz, seconded by Trustee Wehrs to approve the Easement Agreement as proposed. Roll call vote: Leicht – abstain; remainder of Board – aye. Motion approved.

Finance and Personnel Committee

Trustee Leicht reported on the October 15, 2014, Finance and Personnel Committee meeting. The purpose of the meeting was to review the proposed 2015 Public Works Department budget, review the proposed Emergency Medical Team 2015 budget request, and review the proposed 2015 West Salem Fire Protection District budget request. Public Works Director Scott Halbrucker presented the proposed 2015 Public Works Department budget. Proposed increases to the budget include engineering expenses for the North Mark Street reconstruction project, snow removal expenses due to anticipated salt price increases and machinery repairs, tree and brush expenses to include 2015 tree and brush grinding, and continued equipment replacement. Decreases noted are Village garage maintenance and repairs, general street expenses and repairs, and traffic control expenses. Capital expenditures include replacement of the 12-year old loader, one block of street replacement, and the principal and interest payments for East Hamilton and Elm Street. In addition, Mr. Halbrucker is proposing to fence off the public works department property around the Village Garage area to protect the black dirt, gravel, sand, and other stock piles of Village-owned property. Mr. Halbrucker also discussed with the Committee current staffing and wages of the public

works department. The Committee then reviewed the West Salem Emergency Medical Team's 2015 budget request. West Salem accounts for 74 percent of the total calls for service, and the requested amount has not changed from last year. The Committee directed \$35,390.50 be included in the 2015 proposed budget. West Salem Fire Protection District Secretary/Treasurer Dave Tauscher then presented the fire district's 2014-2015 budget. Total tax funding requested is \$198,130.30, and based on 2014 equalized valuation, West Salem's share is \$101,740.29. Future capital purchases the fire district is considering include a ladder truck to help maintain the department's ISO rating in the industrial park, a full time inspector position, and building expansion. The Committee recommended \$101,740.29 be included in the 2015 operating plan.

Motion by Trustee Leicht, seconded by Trustee Wehrs to approve the minutes of the October 15, 2014, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye.

Finance and Personnel Committee

Trustee Leicht reported on the Finance and Personnel Committee meeting held on October 16, 2014. The purpose of the meeting was to review the proposed 2015 Police Department budget, review the proposed 2015 Recreation Department, and continue 2015 operating plan preparations. Chief Ashbeck presented the proposed 2015 Police Department budget. The total budget is essentially the same as the 2014 with the addition of safety upgrades in the amount of \$26,000 as recommended by the Capital Improvement Planning Committee and approved by Finance and Personnel. The Committee viewed the police department reception area, and Chief Ashbeck explained the proposed renovation for safety and security of office personnel. It was suggested the \$10,000 budgeted in the 2014 operating plan for potential Village Hall improvements could be moved into the 2015 budget to reduce the \$26,000 safety upgrade costs. Included in the 2015 budget is a squad car replacement, police equipment replacements and additions, and continued loan payments for squad cars. Expenses increasing are police supplies, squad maintenance, and services. Expense account items proposed to be decreased are telephone and internet, legal expenses, and training. Michelle Czerwan then presented the proposed 2015 Recreation Department budget. Mrs. Czerwan is proposing to change how the park worker duties are accomplished. Instead of utilizing two part time employees, Mrs. Czerwan is proposing one employee working 28 hours per week starting in the month of March and ending the end of October. The one new employee working with the 40 percent public works employee would be sufficient to prepare fields and maintain the parks. Mrs. Czerwan explained since 2007 when she was appointed Recreation Director, revenues have doubled, program participation has doubled, and program revenues cover program expenses. For 2015, Recreation Department revenue is proposed to increase \$24,148 with expenses only increasing \$22,109. Proposed increases in the budget include salaries of full time personnel, contract services to accommodate increased programming, and recreation department capital expenses to replace an aging computer. Proposed decreases include expenses for the dog park, senior programming, recreation director travel and professional, and capital expenses for parks. Concession sales, apparel sales, and user fees along with program user and sponsor fees have increased. The Neshonoc Lake District has generously donated funding for improvements to the lower park, and included in the 2015 is a request to the

Lake District for approximately \$3,000 to fund black dirt and seed, weed and feed applications, and one additional bench.

Motion by Trustee Leicht, seconded by Trustee Koelbl to approve the minutes of the October 16, 2014, Finance and Personnel Committee meeting as presented. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Koelbl to adjourn the meeting at 7:42 p.m. Approved by voice vote.

Teresa L. Schnitzler, Village Administrator