

Regular Meeting

November 1, 2016

Meeting called to order at 7:00 p.m. by President Manthei. Trustees present: Brown, Deal, Hennessey, Lautz, Leicht, and Schumacher. Also present: Public Works Director Scott Halbrucker, Coulee News Special Correspondent Tobias Mann, Village Attorney Bryant Klos, Police Lieutenant Jeremy Randall, Jerry King, and Village Administrator Teresa Schnitzler.

Minutes

Motion by Trustee Leicht, seconded by Trustee Deal to approve the minutes of the October 18, 2016, Regular Board meeting as written. Roll call vote: Lautz – abstain; remainder of Board - aye. Motion approved.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$21,977.84
<u>Water Utility:</u>	\$7,958.12
<u>Sewer Utility:</u>	\$10,552.46
<u>Storm Water Utility:</u>	\$527.36

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

Appointment of Village Assessor

David Huebsch resigned his position as Village Assessor effective June 14, 2016. On June 14, 2016, Village President Manthei appointed Grota Appraisals, LLC as the Village Assessor for the remainder of 2016. After review of four proposals submitted for an assessment revaluation in 2017 and maintenance of assessments in 2018, Village President Manthei appointed Homefield Assessing, Inc. as the Village Assessor. Assessor Tony P. Kiel has taken the Oath of Office as Village Assessor effective January 1, 2017. President Manthei requested the Village Board confirm this appointment.

Motion by Trustee Leicht, seconded by Trustee Lautz to approve the appointment of Homefield Assessing, Inc. as the Village Assessor. Roll call vote: Unanimous aye.

Agreement for Evaluation and Annual Maintenance Assessment Services

Motion by Trustee Lautz, seconded by Trustee Leicht to approve entering into an Agreement for Revaluation and Annual Maintenance Services with Homefield

Assessing, Inc. Roll call vote: Unanimous aye.

Alcohol Beverage License Applications

Motion by Trustee Schumacher, seconded by Trustee Deal to approve the issuance of alcohol beverage licenses to Jesse S. Finney, Alyssa K. Hansen, and Jacob J. Viner. Roll call vote: Unanimous aye.

Finance and Personnel Committee

Trustee Leicht reported on the October 26, 2016, Finance and Personnel Committee meeting. The purpose of the meeting was to review a proposed 2017 West Salem Fire Protection District budget, review a proposed 2017 Parks and Recreation Department budget, and continue 2017 Operating Plan review and preparation. The Committee reviewed the proposed 2017 budget request from the West Salem Fire Protection District. The 2016-2017 budget requests to West Salem includes an \$11,195 increase over last year's request. The Fire Board discussed upcoming equipment needs of the department, and some of the equipment that will need replacement within the next five years is very expensive. Since the District has not received an increase in levy funding for several years, the District voted to request a \$19,813 overall increase to prepare for some of the large upcoming expenses. In the event the budget requests are not approved by all three participating municipalities, the budget will be resubmitted with a 1% increase in levy. The Committee directed Teresa Schnitzler to include the Fire District budget request in the working operating plan and to make contact with the Fire Board on when the Towns of Barre and Hamilton will be considering the requests. Recreation Director Michelle Czerwan presented the department's 2017 operating plan requests. The overall proposed budget includes an increase of 9.49% without regard to designated funds and fundraising dollars collected in previous years for 2017 use. Revenues are proposed to be increased by \$16,676, with expenditures increasing by \$11,008. Capital expenditures proposed include replacement of the Village Park shelter roof and the Village Park bathroom roof, batter's box and outfield fencing for Riverview Field #2, a new scoreboard for the Village Park ball field, and setting aside dollars for the Lions Shelter roof replacement and ball field lights replacement. The Committee then discussed overall budget preparation to date. Currently, expenditures exceed revenues. The Committee stated if eliminations are required in order to balance the budget, the department heads should be prepared to reconsider and review their proposals for reductions.

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

Law Enforcement Committee

Trustee Lautz reported on the October 27, 2016, Law Enforcement Committee meeting. The purpose of the meeting was for the Committee to meet and discuss a successor police union contract with the Police Union. The Committee

convened in closed session pursuant to Wis. Stat. Sec. 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session, to-wit: Discuss West Salem Police Union successor agreement. In open session, Union President Brett Myers and Union Member Anthony LaMore joined the Law Enforcement Committee. At the previous Law Enforcement Committee meeting, the Union was asked to prioritize its fourteen contract change requests and to attach costs to each of the requested changes. The Union presented its priority list with the cost of each request. The list includes:

- Top patrol pay to be the same across-the-board at five years of service with wage increases of 3 percent for 2017 and 3 percent for 2018;
- If court appearances are not cancelled within twenty-four hours of appearance date and time, police officers will earn two hours of overtime.
- In house meetings and trainings will be compensated at time and one-half for time spent (not straight time) if the officer has maximized his or her compensatory time bank.
- The police union has requested ten named holidays, and if an officer works on a holiday, the officer shall receive time and one-half for time spent on duty. The Union stated the cost of this request would be based upon the number of officers working and at what rate of pay the officer receives. An additional four hours would be paid to each employee.
- The Union is requesting increases in shift differential pay from 30 cents per hour for second shift to 60 cents and an increase from 20 cents per hour to 40 cents per hour for third shift time worked.
- The Union has requested five weeks of vacation at twenty years of service with an additional cost of \$1,468.
- The Union has requested full time employees who retire with at least 25 years of service with the West Salem Police Department be credited with 100 percent of accumulated and unused sick leave with a potential additional cost to the Village of \$8,006.
- If an officer uses a portion of his or her compensatory time accumulated, the Union has requested the officer may regenerate the time not to exceed the present cap of 48 hours of accumulation.
- The Union has requested the Village reimburse officers who join an established health club up to \$420 per year with a potential cost to the Village of \$2,100.
- The Union is requesting an increase in the uniform allowance from \$600 per year to \$650 per year with the additional cost to the Village of \$250 per year.

The Union stated the direct deposit of payroll checks would be more of a procedural change for all Village employees rather than a Union Contract negotiated item. The Union will also agree to the removal of the seven percent

cap on employee retirement contributions.

Lieutenant Randall provided a cost breakdown of the Union requests as well.

- A three percent wage increase would cost the Village \$7,935.64 for 2017. Compensating police officers across-the-board at five years of service would result in a cost increase of \$6,290.
- Shift differential increases based on the 2017 police officer work schedule would be a total cost to the Village of \$1,670.
- Lieutenant Randall provided a cost breakdown of adding one additional holiday to each police officer, and potential increases range between \$743 and \$1,744. Compensating police officers one and one-half for named holidays worked would cost the Village between \$10,810 and \$11,856.
- Granting 100 percent of accumulated sick time at retirement after 25 years of service would be a potential cost to the Village of an additional \$8,369.
- Based on past history of scheduled court appearances cancelled less than 24 hours before the scheduled hearing time, the increase in costs to the Village would be approximately \$677.
- Compensation for actual time spent at meetings and training at time and one-half pay rates would add a cost of \$116 per meeting.
- If all police officers enrolled in a health club, the costs would be \$2,100.
- Revising the vacation schedule to grant five weeks of vacation after twenty years of service would result in a cost increase of \$1,395.
- Depending on the wage increases granted the total additional costs of the Union requests to the Village would be between \$39,268 and \$47,203.

The Committee informed the Union the contract change requests proposed by the Village would address police officer scheduling difficulties. Preliminary budget preparations indicate expenses exceed revenues, and the Village needs to find avenues to reduce expenses. Once the Village operating plan preparation is further along, the Union and the Village agreed to convene again in mid-November to continue contract negotiations. The Union members left the meeting, and the Committee convened in closed session, reconvened in open session, and then adjourned.

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve the minutes of the October 27, 2016, Law Enforcement Committee meeting as presented. Roll call vote: Unanimous aye.

Planning Commission

President Manthei reported on the November 1, 2016, Planning Commission public hearing and meeting. The public hearing concerned a Conditional Use Permit Application submitted by Jerry King on behalf of JV King Properties, LLC. for a 16-unit apartment building to be located on the northern portion of the parcel along the west side of Neshonoc Road across from the Hazel Brown Leicht Memorial Library. Jerry King is proposing to survey and divide this parcel into three parcels to be known as Lot 1, Lot 2, and Outlot 1. Lot 1 which is

created north of the existing storm water culverts which pass under Neshonoc Road would contain at least 56,000 square feet as certified on the survey and is the parcel for which this permit is being considered. Citizens were present, but no citizens spoke for or against the proposed Conditional Use Permit Application. Jerry King addressed the Commission stating the plan had been revised three or four times since he initially appeared before the Commission. Mr. King's goal is to provide nice housing and tax base for the Village. The initial driveway access of Neshonoc Road will not be allowed by La Crosse County, and the plans were revised accordingly. The Planning Commission then reviewed the proposed and revised Conditional Use Permit as drafted by Attorney Klos. Mr. King is proposing to donate to the Village the southern portion of this parcel for storm water management purposes, and it is estimated the creation of a regional holding pond will be \$30,000. The new holding pond would provide needed retention for lands both east and west of Neshonoc Road, and the benefits for each side of the road would be 50/50. Based on current assessed values, the calculated value of Mr. King's donation is approximately \$141,500, and this would constitute Mr. King's share of the costs to create the regional storm water retention pond. Based on La Crosse County Ordinances, no driveway access onto Neshonoc Road or East Garland for Lot 1 is allowed. Therefore, access to the development is now planned for East Franklin Street. The proposed Conditional Use Permit is proposed to be effective upon the Village approving a budget item for a regional storm water basin and approving a developer's agreement or a budget line item for the improvement of East Franklin Street from Lincoln Street to extend and meet the west boundary of Lot 1. The condition also states the developer acknowledges approval of this permit is not a guarantee the Village will approve the budget items or developer's agreements included in the Conditional Use Permit. Village Engineer Dave Sauer provided written measurements and costs for extending East Franklin Street and widening the street to match the 35 foot width Franklin Street currently is west of Lincoln. The first 155 lineal feet from Lincoln Street is estimated at a total of \$65,000 for street, curb, and gutter with no sidewalks. The next 145 lineal feet to the King property including a 75-foot diameter cul de sac would cost \$70,000, again with no provisions for sidewalk. The estimates include 25 percent engineering, contingency, and administrative costs. Other conditions proposed regulate required square footages per unit, setbacks, sidewalk installation on Neshonoc Road, parking and storage, fire protection and fire alarm panels, storm water management, signage, garbage and recycling, appearance of the multi-family building, construction completion and occupancy deadlines, landscaping, and water and sewer services. The Conditional Use Permit would not become effective until either a developer's agreement is approved or a budget item for the improvement of East Franklin Street from Lincoln Street to the King property is approved with possible assessments to the benefiting adjacent property owners. The Planning Commission recommended to the Village Board approval of Conditional Use Permit No. 26 as presented.

Motion by President Manthei, seconded by Trustee Deal to approve the minutes

of the Planning Commission meeting held on November 1, 2016, as presented.
Roll call vote: Unanimous aye.

The Board discussed 2017 budget revisions required in order to extend East Franklin Street as recommended by the Planning Commission. The Street Committee and the Finance and Personnel Committee will meet next week to review and make recommendations regarding how to accomplish the street extension.

Motion by President Manthei, seconded by Trustee Hennessey to approve Conditional Use Permit No. 26 as presented. Roll call vote: Unanimous aye.

Motion by Trustee Leicht, seconded by Trustee Hennessey to adjourn the meeting at 7:29 p.m. Approved by voice vote.

Administrator Teresa L. Schnitzler, Village