

**LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, JANUARY 9, 2018
MUNICIPAL OFFICE BUILDING
206 MAPLE STREET, LUXEMBURG, WI**

Members present: Ken Tebon, Dan Olson, Jack Seidl, Lori Bonk, Sue Raduenz, Jason Carviou and Dan Porath. Others present: Clerk/Treasurer MiLissa Stipe, Public Works Supervisor Rick Simonar, Interim Police Chief Chris Gulbrand, Police Officer Larry Hurley, Engineer Lee Novak and other family members of Interim Police Chief Chris Gulbrand.

1. CALL MEETING TO ORDER

Meeting was called to order at 7:00 p.m.

2. ROLL CALL

All members of the board are present.

3. ADOPT AGENDA

Two additions to operator's licenses of Michelle M. Tyus and Tom J. Schlies. Motion (Carviou/Olson) to approve the agenda with the two additions. All ayes. Motion carried.

4. APPROVE MINUTES FROM DECEMBER 12, 2017 BOARD MEETING

Motion (Porath/Seidl) to approve the December 12, 2017 minutes. All ayes. Motion carried.

5. APPROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$1,414,085.69. The high amount for vouchers is due to the January 15, 2018 tax settlement amounts that is paid from the Village to LC School District, NWTC and Kewaunee County. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$79,975.25 was reviewed. Motion (Porath/ Bonk) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

6. SWEAR IN NEW INTERIM POLICE CHIEF: CHRIS GULBRAND

President Tebon swore Interim Police Chief Chris Gulbrand in. He is a former Kewaunee County Police Officer and has many years of service as a Police Officer and currently trains officers at NWTC. There was a large group of family members to witness the swearing in. Welcome Aboard Chris!

7. DISCUSSION/DECISION ON PROJECT: ST. MARY'S SEWER/WATER LINE RECONSTRUCTION (LEE NOVAK, ROBERT E. LEE & ASSOCIATES)

The water/sewer line that is located from Church Road, behind St. Mary's Church, and partial line at Hickory Street, has been televised in 2017. The analysis shows the line is in poor condition and has numerous cracks/leaks. Lee Novak presented a plan that the Village would need to replace the lines. The recommendation would be to replace the sewer line with a larger 10" line and replace the water line. The estimated cost would be \$340,000. Construction would take place between June and late August while school is out of session. Discussion regarding concerns when there is a heavy rainfall. The increased flow is substantial. Motion (Seidl/Porath) to proceed with reconstruction for the St. Mary's water/sewer lines. All ayes. Motion carried.

8. DISCUSSION/DECISION ON RESOLUTION 1-2018 FOR SEWER RATE INCREASE EFFECTIVE JANUARY 15, 2018

Clerk/Treasurer Stipe presented the resolution for review/approval. This is a standard rate increase that is initiated by the rate increase that is imposed by NEW Water. The slight rate increase is incorporated in the meter monthly charges and usage rate. Motion (Raduenz/Carivou) to approve Resolution 1-2018 effective January 15, 2018. All ayes. Motion carried.

9. DISCUSSION/DECISION ON ACREAGE/COST AND SALE OF LAND ON PARCEL 31-146-LIP-9.4 (540 FRONTIER ROAD)

There has been interest in a parcel of land that the Village owns at 540 Frontier Road. Discussions regarding the sale price of the lot was presented. A few months back, a parcel similar to this lot was presented to prospective buyer at \$12,000 for the acre lot. This lot has sewer/water right in front of the lot and is ready to build on. Motion (Carivou/Porath) to present to the potential buyers the cost of the lot will be \$12,000. All ayes. Motion carried.

10. REVIEW/ACTION ON OPERATORS/LIQUOR/BEER & PICNIC LICENSES

Operator's application received: Sierra K. Hendricks; Venture One, Michelle M. Tyus and Tom J. Schlies; Simonar Shell. Motion (Raduenz/Olson) to approve operator's licenses. All ayes. Motion carried.

Picnic License for Algoma FFA Alumni/Luxemburg Racing Show held on January 27, 2018 at Kewaunee County Fairgrounds at 625 Elm Street. Motion (Olson/Bonk) to approve the picnic license for Algoma FFA. All ayes. Motion carried.

11. COMMITTEE REPORTS

- *Public Works Supervisor, Rick Simonar discussed the concerns he currently is having with Fermented Nutrition.
- *Their discharge released to the Village sewer system.
- *The water consumption since we are running on three wells instead of four. Fermented Nutrition is currently hauling water in to cover usage that they need. Discussion to work out an agreement with Fermented Nutrition to regulate discharge and water usage.
- *Rick Simonar stated to the board that an upgrade on the radio system currently housed at the sample station at Fermented Nutrition will cost approximately \$2,500.
- *Rick Simonar requested a mobile leak locator that would cost approximately \$3,700. The Board was concerned to release any purchases until budget figures/cash balances are known. Auditors will be at the Village on February 1st, 2018 and they should be able to give the Board final audited balances at the next Board meeting.
- *Rick Simonar informed that the budgeted truck replacement has been ordered and should be available by March of 2018.
- *Concerns were raised about the Police Department leaving the police garage door half open during cold winter days. The garage is heated and wasting energy to keep cars warm before they go on patrol. Interim Police Chief will be communicating to all police officers that this practice should not be repeated. There was also discussion on the need to keep the 2nd police car. Interim Police Chief stated that the Village costs are only insurance and maintenance. They should be able to continue to keep it as a backup squad.
- *Trustee Seidl informed the Board that he had met with New Plastics about the replacement gazebo for Pond Park. He stated that New Plastics would donate materials for the project. The work for the project has been started with the High School for design but a lot of work will need to get put in place for this project to be completed. Trustee Seidl stated he would keep up on it.
- *Discussions developed regarding the parking issues on Main Street during peak times and vehicles parking too close to the end of the street. State Statute states vehicles cannot be parked closer than 15 to the end of the street. There have been numerous complaints on visibility while trying to pull out onto Main Street during these peak hours for parking. The Village is debating painting the curbs or signage could also be installed. The Board appeared to give the impression that painting the curb or signage will not work out but parking tickets may give a longer lasting effect.
- *Discussion on Garbage/Recycling contract that will be up for bid at the end of 2018. The Board would like to see if the contract can be bid early. Issues with who owns the bins for recycling? Bins for garbage? Contract for weekly garage/recycling pickup. Clerk/Treasurer Stipe will contact Advanced Disposal to discuss the future contract and issues brought by the Board.

*There is a couch that is by Church Road/Meadows Lane. The property owner will be contacted to remove it. The Board requested information on a property maintenance ordinance. Clerk/Treasurer Stipe will check current ordinances to see if any ordinance would assist with these types of issues.

12. OTHER NEW BUSINESS/NEXT MONTH AGENDA ITEMS:

Nothing at this time.

13. CONSIDER TO ADJOURN TO CLOSED SESSION PURSUANT TO SEC. 19.85 (1) (C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY.

Motion (Carivou/Olson) to go into closed session. All ayes. Motion carried. 8:37 p.m.

14. MOTION TO OPEN SESSION

Motion (Olson/Seidl) to move back into open session. All ayes. Motion carried.

15. ACTIONS FROM CLOSED SESSION

No actions taken.

16. ADJOURN

Motion (Olson/Bonk) to adjourn at 9:26 p.m. All ayes. Motion carried.

MiLissa Stipe
Clerk/Treasurer