

LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, JUNE 11, 2019
MUNICIPAL OFFICE BUILDING
206 MAPLE STREET, LUXEMBURG, WI

Members present: Ken Tebon, Jack Seidl, Dan Porath, Sue Raduenz, Dan Olson, Germaine Burkart and Lori Hurley. Others present: Clerk/Treasurer MiLissa Stipe, Rick Simonar, Police Chief Gulbrand.

1. CALL MEETING TO ORDER

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

2. ROLL CALL

Members Ken Tebon, Jack Seidl, Dan Porath, Sue Raduenz, Dan Olson, Germaine Burkart and Lori Hurley.

3. ADOPT AGENDA

Motion (Seidl/Olson) to approve agenda. All ayes. Motion carried.

4. COMMENTS FROM CITIZENS

None.

5. APPROVE MINUTES FROM APRIL 9, 2019 BOARD MEETINGS

Motion (Porath/Hurley) to approve minutes. All ayes. Motions carried.

6. APPROVE VOUCHERS FOR PAYMENT

Motion (Porath/Burkart) to approve vouchers. All ayes. Motion carried.

8. DISCUSSION ON EMPLOYEE HANDBOOK

After review of the newly revised (combined) General/Police employees it was determined to create a subcommittee to examine the handbook thoroughly. A subcommittee of: Sue Raduenz, Jack Seidl, Chief Gulbrand, Rick Simonar and MiLissa Stipe was created. The first meeting will be held on June 25th at 3:00 p.m. at Village Hall.

9. REVIEW/APPROVE RESOLUTION 06-2019 FOR COMPLIANCE MAINTENANCE ANNUAL REPORT FOR 2018

Review of the document was presented to the Board. This report is an annual compliance document for all wastewater activities for the year 2018. Motion (Raduenz/Hurley) to approve Resolution 06-2019. All ayes. Motion carried.

10. DISCUSSION ON EXPANSION OF VILLAGE OFFICE

Trustee Seidl had not heard back from the preliminary plans design from Van's Lumber. Discussion on the need for a secure cabinet/space that is cooled for the computer servers and equipment. Trustee Seidl will contact Van's Lumber and see where they are at and present at the July 2019 Board meeting.

11. DISCUSSION ON THE MOBILE HOMES AND MOBILE HOME PARKS ORDINANCE

Discussion regarding what needs to be in the ordinance, what type of communication that needs to exist between trailer owners, trailer park owner with the Village. Two trailer park ordinances (Village of Bellevue/Town of Chase) were presented as samples. President Tebon requested a subcommittee to be created to review, create the ordinance for the Village of Luxemburg. Members: President Tebon, Dan Porath, Germaine Burkart, Mike Giese, Jack Seidl and Tom Werner. Trustee Seidl will be contacting Tom Werner to see if he would be interested in serving on the subcommittee. President Tebon will contact Clerk/Treasurer Stipe to set up a time for a meeting.

12. REVIEW/APPROVE CLASS A & B LIQUOR/BEER LICENSE (ANNUAL RENEWALS) FOR 2019-2020 YEAR

Clerk/Treasurer Stipe presented the listing of renewals for all Class A & B establishments.

Motion (Raduenz/Burkart) to approve the Class A (Beer and Liquor) licenses as designated on the listing. All ayes. Motion carried.

Motion (Seidl/Hurley) to approve Class A (Liquor only) to Ron's WI Cheese, LLC. All ayes. Motion carried.

Motion (Raduenz/Hurley) to approve Class B (Beer and Liquor) licenses as designated on the listing. All ayes. Motion carried.

Motion (Seidl/Hurley) to approve Class B (Beer) and Class C (Wine) as designated on the listing. All ayes. Motion carried

13. REVIEW/TAKE ACTION ON PICNIC AND OPERATORS:

Picnic: Algoma FFA Alumni concession stand at Kewaunee County Fair from July 8-14, 201. Motion (Hurley/Burkart) to approve the picnic license. All ayes. Motion carried.

Bartenders: Preapproved:

Bradley Tanck/Dyckesville Lions, Stacy Ann Massart/Stodola's IGA, Emily Simonar and Jacob Davidson for Simonar Shell. Motion (Raduenz/Burkart) to approve bartender's licenses as noted above. All ayes. Motion carried.

14. COMMITTEE REPORTS

*Gazebo at Pond Park is completed and ready for use.

*Public Works Rick Simonar presented the following items:

- A piece of concrete at Firemen's Park will need to be replaced since it has sunk and may cause issues.
- Chip sealing on division Street will start soon.
- Painting curbs, Rick asked if the Board was still interested in doing that this year. The Board does want the streets painted so that there are no issues with cars parking in illegal areas.
- Sewer Ordinance will need to be amended to reflect the correct language on the responsibility of the property owner when it relates to the lateral of the property. Property owner would be responsible from the house to the main.
- Rick will be going out very early in the morning to detect any water leaks in the Village by using a leak detection device.
- Rockledge area will need to be cut.

*Chief Gulbrand presented the following items:

- Chief gave an update on the Police officers: Beau Berger is working very part-time since he took a position with Brown County, Justin Farley is in training for a TSA and will return to work part-time as soon as training is completed, Brett Price is our primary part-time police officer.
- Chief Gulbrand received a grant to attend a conference in Washington, DC for Missing and Exploited Children/Sex Trafficking. He stated that the conference was very interesting/informative and that the Federal government has increases resources to assist with missing/exploited children. Overall, the conference was very beneficial.
- Chief Gulbrand received a complaint to the yard art on Center Drive. He informed the complainant to talk to the Board if he felt he wanted to. Basically, it is yard art and there is no ordinance against it at this time.
- The Police dept. will be on duty all of fair week and that the Police dept. occasionally drive down the Anaphee Trail for any issues that may arise and to keep an eye out.
- The Police dept. reminded the Board that if there are any issues with traffic and school buses that they need to know as soon as possible in order to search for the people who are causing the infractions.

7. GLEN/KAREN RUECKL-ASH STREET/HILLSIDE DRIVE DRAINAGE DISCUSSION

Village Engineer Lee Novak presented the drainage issues to the Board. Glen Rueckl raised concerns on the drainage in relation to an easement that the Village had with Glen's parents from 1986. During the Main Street construction the drainage area was cleaned out and this allowed the water to flow without blockage. Glen felt that the drainage area was longer than it truly exists and wanted the Village to maintain it. Based on

the records that Engineer Novak secured, the Village has maintained the drainage as per the easement and is not liable for any further maintenance on the drainage area.

Glen raised concern regarding (Sun Terrace) drainage from the end of the block. Based on records of the construction of the street/development, the plans for the street/storm water from 1988 indicate the installation of a storm sewer on Sun Terrace with the discharge to the east and north as per the plans with his parent's original plat from 1988. It was assumed that Glen's parents were aware and approved the discharge since they owned the property.

Clerk/Treasurer Stipe will research the Village minutes and see if there is any indication that the storm sewer was discussed. The Village will televise the line to see where the line is going.

15. ANY OTHER ISSUES.

Clerk/Treasurer Stipe reminded the Board that the Zoning Administrator is interested in relinquishing his post and the Board would need to work on his replacement.

Rick Simonar requested that the gym be closed during the summer months on the weekends. The need to have the gym open is very minimal in the summer months. The Board was in agreement.

Rick Simonar requested that the Board work with the County on the fence that is installed on the back of the fairgrounds, it is too close to the curbstop and would need to be moved if there were any future issues with the curbstop. Trustee Porath would contact the County on this issue.

16. Adjourn. Motion (Olson/Hurley) to adjourn the meeting at 9:13 p.m. All ayes. Motion carried.

MiLissa Stipe, Clerk/Treasurer