

**LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, OCTOBER 8, 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 and 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 (Olson/Burkart) to approve the agenda. All ayes. Motion carried.

4. COMMENTS FROM CITIZENS

No residents present.

5. APPROVE MINUTES FROM SEPTEMBER 10, 2019 BOARD MEETING

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

6. APPROVE VOUCHERS FOR PAYMENT

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

7. REVIEW/APPROVE FOR EXTRATERRITORIAL CERTIFIED SURVEY MAP-DANIEL RANK, E1342 NORTHBROOK ROAD, LUXEMBURG, WI

Discussion regarding the nature of the change of the two lots in question were explained. This approval for an Extraterritorial Certified Survey Map is informational/approval by all neighboring municipalities. Motion (Porath/Burkart) to approve the Extraterritorial Certified Survey Map for Danial Rank. All ayes. Motion carried.

8. DISCUSSION ON PROPOSED YARD WASTE PICK UP GUIDELINES (RICK SIMONAR)

Rick Simonar presented proposed guidelines that he would like to distribute to all residents. The handout lists the schedule of pickup of yard waste, the guidelines references grass cutting, brush collection and drop off site information. The Board's feedback was positive on the guidelines. The Village will duplicate and mail out with the tax bills in December 2019 to be effective starting January 2020.

9. VILLAGE HALL EXPANSION

Trustee Seidl presented the proposed ideas that Robert E. Lee & Associates (REL) presented at a recent meeting. The bathrooms would need to be brought up to current ADA requirements, a temperature controlled storage room for computer servers, routers and switches, evidence room, bulletproof windows for Police/Office staff, new key entry for staff, LED lighting upgrade for the Village Hall. The plans for the expansion will be presented by REL within the next couple of months.

10. DISCUSSION ON STORM WATER DRAINAGE ISSUES FOR JOHN SLATKY, 291 FAIRWAY DRIVE

Resident, John Slatky requested the Village Board to review his letter/photos of the storm water runoff issues that he and his neighbor are dealing with on Fairway Drive. Based on information provided by Rick Simonar, there are more than one issue causing the storm water runoff issues on Fairway Drive. There is water coming from higher elevations and with the increase of home expansion in the Northbrook Subdivision, this has

caused storm water runoff issues. The issues are private property responsibilities. Lee Novak, Village Engineer will be looking at possible ways to advise residents on how to deal with the runoff. Possible landscaping, installation of mini-sewers to assist with the runoff. Rick will be in contact with John Slatky to keep him up to date of any information that is advised by the Village Engineer.

11. DISCUSSION ON PROPOSED ORDINANCE: MANUFACTURED HOMES AND MANUFACTURED HOME PARKS

President Tebon raised concerns with the trailer park since the owner has requested information on the snow removal process for the trailer park for the winter season. Since the ordinance has not been finalized as of yet, the group will need to meet again and nail down the final details of the ordinance. This would then have to be presented to the public at a public hearing. If approved, once the ordinance is published it would then become enforceable. President Tebon will be calling the committee together soon to resume finalization of the ordinance.

12. LUXEMBURG FIRE DEPARTMENT (SUE RADUENZ)

Trustee Raduenz attended a Fire Dept/Rescue meeting that reviewed the 2020 budget for both entities. After review of the budget request, the Village Board is concerned about the financial management of both entities. The budget increase of \$22,000 has the Board asking questions as to why items listed on the budget were not planned for, nor communicated to the funding municipalities until now. Within the last two years, a new fire truck and rescue squad has the Village's budget restricted. The proposed increases for both entities will constrain the Village budget. More discussion on how the two entities need to budget, plan for their future funding is imperative. Long term financial plans need to be developed and accounted for. Trustee Raduenz will be meeting with both groups in the near future and will update at that time.

12a. DISCUSSION ON UPCOMING BUDGET COMMITTEE AND BOARD MEETINGS

Clerk/Treasurer Stipe presented the agenda for the upcoming Budget Committee meetings on October 15, 2019 starting at 5:30 p.m. Rick Simonar and Chief Gulbrand will be participating in the discussion regarding their specific area needs. A Budget Board meeting will be scheduled for October 22, 2019 at 6:00 p.m. to review items of discussion that were discussed at the Budget Committee meetings.

13. REVIEW/TAKE ACTION ON PICNIC AND OEPRATORS:

Picnic:

Bartenders: Preapproved: Temporary: Greg VandenHouten and Kevin Veaser for Taylor DeGrave Benefit; Roselyn Hewuse, Augies Bar & Grill; Darrell Boulanger and Dawn Anderson, Main Stop. Motion (Raduenz/Burkart) to approve above listed bartender's licenses. All ayes. Motion carried.

14. COMMITTEE REPORTS

*Rick Simonar

-A street light will be ordered for Brookview Court.

-Hydrant Flushing has been completed in the Village.

-The sinking area on Hickory Street is on the docket to be repaired by Dorner. After repair, this area will not be paved, so that if future settling can occur and hopefully by early spring can be paved.

-Rick contacted Jim Rabas regarding our order for a new one-ton truck that we are still waiting on. With the redesign of the model of the truck and with the GM strikes; it may be more of a delay. Rick is looking into alternative truck dealers for options if this truck order does not pan out by early 2020.

-A leak was detected/repared on Northbrook Road and the trailer park.

-The fountain has been removed from Pond Park.

-Road signs have been received for St. Mary's School and the trailer park and will be installed shortly.

*Chief Gulbrand

-Officer Schommer will be in training through the Dept. of Justice for Crime Scene processing Course in late October.

- Letters that were sent out to residents for unlicensed vehicles have been dealt with, either by removal of the vehicle or citations were issued.
- Lighting ordinance violator will have until 10/11/19 for correction of his lights, if not, a citation will be written to property owner.
- Halloween hours are October 27th from 1-3 p.m.
- Baylake Planning is assisting LC School District with a “Safe Routes to School” grant opportunity.
- *President Tebon
- A parcel of land on Enterprise Road is being sold to Kerry DeGrave, DeGrave Mediablasing and Painting LLC

15. ANY OTHER ISSUES

None

16. ADJOURN

Motion (Olson/Hurley) to adjourn the meeting at 9:30 p.m. All ayes. Motion carried.

MiLissa Stipe, Clerk/Treasurer