

LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, FEBRUARY 11, 2020
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, Linus & Mary Tremel, Village Engineer Lee Novak,
Police Chief Chris Gulbrand, Robert Romuald.

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

Additional bartenders for approval: Traci Lynn Radke, Alison Jean Smidt, and Justin David Morris; Main Stop 1 & 2 Motion (Raduenz/Burkart) to approve the amended agenda. All ayes. Motion carried.

4. COMMENTS FROM CITIZENS

No comments from citizens.

5. APPROVE MINUTES FROM JANUARY 14, 2020 (OPEN/CLOSED) BOARD MEETINGS

Motion (Porath/Seidl) to approve minutes of January 14, 2020 (open/closed). All ayes. Motion carried.

6. APPROVE VOUCHERS FOR PAYMENT

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

7. DISCUSSION/DECISION ON UPDATED EMPLOYEE HANDBOOK

Trustee Raduenz confirmed that there are some items that need to be worked out in relation to FMLA definition/calendar, counseling in the discipline section, and comp time in the benefit section of the handbook with Steven Zach, consultant for the Village. He clarified each item and presented his recommendations to the Board. Motion (Raduenz/Seidl) to adopt the recommendations made by Steven Zach. All ayes. Motion carried. The final version should be in the hands of the employees very shortly.

8. ENGINEERING UPDATES: SEWER/WATER PROJECTS FOR 2020; VILLAGE HALL EXPANSION; WATER CONNECTION (SUGARBUSH); FRONTIER ROAD PROJECT AND GRANT APPLICATION FOR BUILDING REMOVAL ON MAIN STREET

*Sewer/water projects that are planned for bid for April/May 2020.

*Connection to Sugarbush is the intermediate stage with surveys almost complete. The intent is to have preliminary plans prepared by June 2020. Permit applications to the WDNR/WI PSC would occur in 2020 and construction could start in 2021.

*Frontier Road extension property acquisition phase has begun with the initial offer to purchase. The railroad crossing has been scheduled for a public hearing in late March 2020. Estimated construction would be July 2020 ending in November 2020. A MLS grant application has been submitted.

*Village Hall expansion plans are complete with bids to be opened on March 5, 2020. Construction will commence in April with completion in September 2020.

*Initial discussions will be started with Kewaunee County for the remainder of Main Street paving to be completed in 2022.

* A Community Development Block grant (CDBG) blight elimination on Main Street is being prepared for submission before deadline of May 2020.

9. LINUS TREML/DISCUSSION WITH HIS CONCERNS REGARDING CONDEMNATION OF PROPERTY OF EXTENSION OF FRONTIER ROAD

Linus Treml presented his concerns regarding the condemnation process for his acreage for the extension of Frontier Road. He explained his history of his ownership of the land and that the land is currently being farmed via a contract with an outside farmer. He gave a historical synopsis of the contact that the Village Board's has had with him over the past 20+ years regarding his land. He felt that the communication prior and during the condemnation process has been limited on the Village's side. He felt that the Village should have contacted him directly regarding the process. Village Engineer Lee Novak was present at the Board meeting and had made multiple calls to Linus as well as the Randy Moss, Moss & Associates LLC to explain the process but there was no contact back from him. Certified mailings were sent, but the initial mailing with all the necessary explanations/steps was not accepted by Linus Treml. Linus Treml was very agitated regarding the proceedings. He stated that he would have negotiated with the Village but no one contacted him. In the past six months, President Tebon stated that he tried to talk to Linus on multiple occasions but was refused. Linus did ask some questions regarding the map of the proposed new extension of Frontier Road.

10. REVIEW/TAKE ACTION ON PICNIC AND OPERATORS:

Picnic: St. Mary's Church/School for St. Mary's Parish and School Spring Fling on April 18, 2020 at Kewaunee County Fairgrounds, Kewaunee Lions Club, "Roar off the Shore" on March 28, 2020 at Kewaunee County Fairgrounds Expo Hall. Motion (Raduenz/Burkart) to approve the two picnic licenses. All ayes. Motion carried.

Bartenders: Preapproved: Traci Lynn Radke; Main Stop 1 & 2 Motion (Olson/Burkart) to approve bartender's license for Traci Lynn Radke. All ayes. Motion carried.

Alison Smidt was issued a bartenders license on 1/21/2020, but her employment was terminated due to a criminal charge issued by her employer. Motion (Porath/Raduenz) to withdraw bartender's license for Alison Smidt. All ayes. Motion carried.

Justin David Morris has requested a bartender's license but was denied by Chief Gulbrand due to the lack of disclosure of violations of his application and those violations were deemed appropriate for the denial. Motion (Porath/Hurley) to deny application for bartenders for Justin David Morris. All ayes. Motion carried. Chief Gulbrand will be communicating this denial to the applicant and that he has the ability to appeal to the Board at the next Board meeting in March 2020.

11. ADJOURN TO CLOSED SESSION PURSUANT TO SECTION 19.85 (1) (e) DELIBERATING OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION.

(Raduenz/Porath) to adjourn to closed session. 7:40 p.m. All ayes. Motion carried.

12. RECONVENE TO OPEN SESSION

Motion (Raduenz/Olson) to reconvene to open session. 8:22 p.m. All ayes. Motion carried.

13. ACTIONS FROM CLOSED SESSION

Motion (Porath/Raduenz) to continue the same path of condemnation with the current offer for the purchase of the identified acreage with an addition of \$200.00 an acre (5.638) for lost rental for \$1127.60. All ayes. Motion carried.

14. COMMITTEE REPORTS

*Rick Simonar

-Glen Rueckl's drainage issue on Hillside Drive is getting worked out.

-Rick is working on a youth apprenticeship program to attract future employees in the public work/sewer/water areas for the Village and other communities in Kewaunee County. The program is developed through the LC School District. The Board is receptive to move forward the necessary paperwork to get the ball rolling for this summer employment for future prospect in the field.

*Chief Gulbrand

- New Squad is in action on the streets of Luxemburg.
- Our part-time officer, Brett Price has accepted a full time position with the City of DePere. A new part-time officer, Caleb Shanle has accepted the vacant position and will start shortly after initial training.
- The annual report for the Police Depart. Will be presented at the March 2020 Board meeting.

15. ANY OTHER ISSUES

- Tom Rueckl Jr. will be at the March 9th, 2020 Board meeting to discuss development on Northbrook Road.
- Discussion on new signage for the Village has been requested by a couple businesses in the Village. A new "branding" for the Village would need to be developed/created before any permanent signage proposals would be completed. Trustee Raduenz thought the LC High School and NWTC may be able to help develop the new "branding". She will follow up with the two schools and see if there is interest.
- President Tebon requested input for the Village's involvement with the new race track promoters? The national anthem flag presentation sponsorship?

16. ADJOURN

Motion (Olson/Hurley) to adjourn the meeting at 8:54 p.m. All ayes. Motion carried.

MiLissa Stipe, Clerk/Treasurer