

**LUXEMBURG VILLAGE BOARD MEETING MINUTES**  
**TUESDAY, MAY 8, 2018**  
**MUNICIPAL OFFICE BUILDING**  
**206 MAPLE STREET, LUXEMBURG, WI**

Members present: Ken Tebon, Dan Olson, Jack Seidl, Lori Bonk, Sue Raduenz, and Dan Porath. Others present: Clerk/Treasurer MiLissa Stipe, Public Works Supervisor Rick Simonar, Interim Police Chief Chris Gulbrand, Michelle Seidl, Michael Bonk, Cassie DeTampel, Steve Haen, NAPA Auto Parts; Nick Nicholson and Kendal Nicholson.

1. CALL MEETING TO ORDER

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

2. ROLL CALL

All members of the board.

3. ADOPT AGENDA

An addition of two temporary operator's license application for Jenny & Robert Kinnard for the Spartan Youth Baseball Tournament and a picnic license application for The Ahnapee Summer Solstice on June 23, 2018 will need to be added to the agenda. Motion (Porath/Olson) to approve the agenda with the addition of the operator's license and picnic license. All ayes. Motion carried.

4. COMMENT FROM CITIZENS

Resident Michael Bonk inquired as to the procedure on appointing an individual to a vacant Trustee position. He also inquired as to why he could not be appointed since he ran for office but did not win. He was informed that he needed to put in a letter of interest and the Board would vote on the appointment.

5. APPROVE MINUTES FROM APRIL 10, 2018 BOARD MEETING

Motion (Porath/Seidl) to approve the minutes from April 10, 2018 Board meeting. All ayes. Motion carried.

6. APROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$72,799.53. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$37,146.65 was reviewed. Motion (Raduenz/Olson) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

7. REVIEW AND APPROVE/DENY FOR REAPPLICATION FOR BARTENDERS LICENSE FOR CASSIE DETAMPEL; DENIAL FROM APRIL 10, 2018 BOARD MEETING

Cassie DeTampel presented why she accidentally omitted an offense she received in the past from her application for an operator's license. She stated that she thought it was stricken from her record since it was such a long time ago and she apologized for the error. She stated that was not trying to deceive anyone. Motion (Seidl/Porath) to approve Cassie DeTampel for an operator's license. All ayes. Motion carried.

8. REVIEW/APPOINT REPLACEMENT FOR TRUSTEE: JASON CARIVOU

Trustee Bonk stated she reviewed the letters of interest and made a motion to appoint Michelle Seidl. There was an argumentative outburst from resident Michael Bonk as to the integrity of the Board members, the candidates that had applied for the appointment. The motion for Michelle Seidl was on the table and seconded by Trustee Jack Seidl. All ayes. Motion carried.

9. REVIEW AND APPROVE/DENY OF BUILDING MATERIALS FOR NAPA AUTO PARTS (NICK'S AUTO PARTS LLC) IN PLANNED UNIT DEVELOPMENT PARCEL (150 COMMERCE DRIVE)

Kendal and Mike Nicholson presented their plan for their new building and the materials that they would be using. The siding of the building will be metal, with a partial stone front with decorative landscaping, and screening for garbage disposal. Builder, Steve Dax presented the materials that he recommended for the building. Nick's Auto Parts presented two letters of support from adjacent properties (Wulf Brothers and Four Legged Friends). After discussion, Motion (Porath/Olson) to approve the materials and design for Nick's Auto Parts LLC. All ayes. Motion carried.

10. DISCUSSION ON GARBAGE/RECYCLING CONTRACT FOR BID STARTING CONTRACT FOR JANUARY 1, 2019; DISCUSSION ON AUTOMATED SYSTEM, STICKER REVENUE SHIFT FROM SALE OF STICKERS TO UTILITY BILLS, COMMUNICATION TO BUSINESSES FOR FUTURE SELF-FUNDED GABAGE/RECYCLING PICK UP

Discussion surrounded the need to create a comprehensive list of residential sites, commercial sites that have multi-use (Commercial/Residential), replacement of bins, and communication with residents on new private carrier. Clerk/Treasurer Stipe will compile data needed to bring back to the June 2018 meeting.

11. REVIEW/APPROVE CHANGE FO JUNE 12, 2018 BOARD MEETING TO JUNE 19<sup>TH</sup>, 2018? DUE TO ELECTION

Discussion as to the date to change the Board meeting. It was decided to shift the June 2018 Board meeting to June 14<sup>th</sup>, 2018 (Thursday) due to the election on June 12, 2018.

12. REVIEW/APPROVE EXTENSION OF INTERIM POLICE CHIEF CONTRACT FOR 6/2/2018 TO 12/31/2018

Discussion was presented since Interim Police Chief Gulbrand contract expires on 6/2/18. There was communication with Attorney Abts, but we did not receive the contract back from the attorney for this meeting. Discussion as to the hours worked for Chief Gulbrand since he needs to monitor his hours for pension requirements. It was agreed that continuation of his contract was in the best interest of the Village. Motion (Porath/Raduenz) to extend Interim Police Chief his contract from 6/2/18 to 12/31/18; with the understanding the overall contract would not change (just date changes). All ayes. Motion carried.

13. DISCUSSION/DECISION ON PROPERTY OFFER FROM VANESS CONCRETE FLATWORK LLC FOR PARCEL 31-146-LIP-3.2 (148 ENTERPRISE ROAD)

Mike VanEss, VanEss Storage contacted President Tebon and proposed an offer of \$30,000 for the property mentioned above. The Village had agreed previously that the cost per acre for an industrial the lot would be \$12,000 per acre. Trustee Seidl was uncomfortable to adjust the overall cost of the lot since the Village Board agreed to keep the cost per acre at \$12,000. Motion (Jack Seidl/Michelle Seidl) to counter offer to Mike VanEss the original price for the lot at \$36,000. All ayes. Motion carried.

14. REVIEW/TAKE ACTION ON LIQUOR LICENSE (CLASS B-BEER) FOR LUXEMBURG SPEEDWAY AT 625 THIRD STREET FOR PERIOD OF MAY 1, 2018 TO OCTOBER 31, 2018

Motion (Olson/Bonk) to approve the liquor license for the Luxemburg Speedway. All ayes. Motion carried.

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

Operator's applications previously approved: Mary S. Fields, Main Street Crossing

Picnic and temporary operator's license for: Spartan Youth Baseball, Rob Kinnard on June 9<sup>th</sup>, 2018 (rain date: June 10, 2018) at Village Hall Ball Diamonds at 206 Maple Street. Motion (Michelle Seidl/Bonk) to approve the picnic and temporary operator's license for Spartan Youth Baseball. All ayes. Motion carried.

Picnic license for: Friends of the Ahnapee State Trail, Summer Solstice on June 23, 2018 at the Kewaunee County Fairgrounds. Motion (Michelle Seidl/Bonk) to approve picnic license. All ayes. Motion carried.

#### 16. COMMITTEE REPORTS

Interim Police Chief gave an update on the items he was working on:

- \*Property maintenance issues with unlicensed vehicles in driveways or on grass areas of the premise.
- \*New No parking designated areas during baseball tournaments; notice will be put on our website.
- \*Brad DeTampel resigned as a part-time officer for Village. He is a full-time officer for the City of Algoma.

- \*Flyer for railroad vandalism, Gulbrand is using social media (facebook) as well to get the word out.

- \*Discussion on recruiting police officers, issues with retaining part-time officers. Trustee Raduenz thought a job sharing type of position may be of benefit to the Village and a local municipality such as Algoma/Kewaunee.

Public Works Supervisor Rick Simonar gave an update on the activities for the past month.

- \*Well #1 is working well now. Well #2 is in the process of having the pump rebuilt or a switch to a submersible pump may be a better option for this well type.

- \*New entrance doors for the Village Hall have been ordered.

- \*The inspection that was processed by the DNR-Wendy Anderson results have been received and the Village will be working on implementing the items she had listed in the report.

- \*A new part-time employee for public works was hired (Patrick Zellner) and he has been working very well.

- \*The ball diamonds and parks will be getting set up very shortly for the summer and tournament season.

- \*Per Trustee Jack Seidl, the gazebo is getting started and hopefully by end of the school season 17-18; that we should have a new gazebo at Pond Park.

- \*Two fountains will be running at Pond Park during this summer season.

- \*The Village is purchasing a new crosswalk sign to replace the damaged one by Bank of Luxemburg

- \*President Tebon announced that Deputy Clerk/Treasurer Lois Blahnik has given her notice of retirement. The Board would like to extend their appreciation of her hard work for the past five years.

- \*The rescue squad has put their order in for the 2019 new rescue squad. The portion the Village owes is approximately \$40,000

- \*President Tebon and Clerk/Treasurer Stipe met with McClone Insurance for the renewal needs for the Property and liability insurance.

#### 17. OTHER NEW BUSINESS/NEXT MONTH AGENDA ITEMS:

#### 17. ADJOURN

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

MiLissa Stipe  
Clerk/Treasurer