

## OFFICIAL VILLAGE BOARD PROCEEDINGS

The Luxemburg Village Board held their regular monthly meeting at 7:00 PM on Tuesday, June 9, 2015 at the Municipal Office Building located at 206 Maple Street, Luxemburg.

Members Present: President Josh Salentine, Gerald Bertrand, Dan Olson, Jack Seidl, Michelle Seidl, Suzie Leist and Ken Tebon. Village Engineer Lee Novak with Robert E Lee was also in attendance.

The agenda was adopted on a motion by Ken Tebon and seconded by Michelle Seidl. Motion carried.

The board meeting minutes from May 12, 2015 were approved as printed on a motion made by Gerald Bertrand and seconded by Jack Seidl. Motion carried.

The board reviewed the listing of unpaid vouchers and payroll totaling \$57,120.97. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$330,735.64 was also reviewed. Michelle Seidl spoke about the possibility of joining a governmental group-purchasing consortium that uses a credit card program that pays back higher rewards based on the combined volume of all purchases. A motion was made by Gerald Bertrand and seconded by Ken Tebon to approve the payment of the unpaid vouchers and payroll. Motion carried.

A motion was made by Ken Tebon and was seconded by Dan Olson to adopt an ordinance to detach property owned by Jason and Kimberly Hujet on Northbrook Road, parcel #31 146 NW 15 5.1. Motion carried.

Lee Novak summarized the uncompleted projects listed in the current TIF project list. He also spoke about the possibility of amending the current TIF project list to add additional projects currently being contemplated by the Board, including 1) upgrading the lift station in the industrial park, 2) reconstruction of Fourth Street, 3) extension of School Street to Prairie Lane, 4) storm sewer replacement on Main Street in conjunction with the enhancement project, and 5) the purchase of a portable generator. Another potential project discussed, which was requested by Mary Rubens, was the enhancement of the wetlands along Highway 54, just west of the Legois CPA office. The process to adopt a project plan amendment would take about three months and would require a series of meetings as well as a public hearing. Lee Novak and Clerk Jandrin will take the necessary steps to start the amendment process as soon as possible.

A section of sanitary sewer composed of clay tile needs replacing between Main Street and Colle Street starting from Pine Street and ending at Hickory Street. This area has been experiencing basement sewer backups. The sewer was recently televised and entire sections have broken and collapsed. This section of sewer was built in 1946. Lee Novak recommended replacement of the water main as well since it is the same age and lies in the same trench. The estimated cost for this project is \$177,000, with \$85,000 chargeable to the sewer utility and \$92,000 chargeable to the water utility.

An analysis of the potential infiltration/inflow ("I&I") occurring in the infrastructure of the Village sewer system was presented, which concluded that a significant I&I problem exists. This is a very common occurrence in all municipalities that have a sewer system but becomes a problem when the system is not able to handle the volume of flows, thereby causing backups and overflows. Lee Novak suggested that the Village continue to televise the older sections of the sewer system, include televising of laterals, as these sections may be the major contributor of the overall I&I problem.

Based on the recommendation of the fire & police committee, Ken Tebon made a motion to approve the hiring of Jacob Jandrin as a part-time police officer. The motion was seconded by Dan Olson. Motion carried.

A motion was made by Michelle Seidl and was seconded by Gerald Bertrand to approve the following renewals of beer and liquor licenses to be valid July 1, 2015 through June 30, 2016, with Northbrook Country Club's renewal being approved contingent on the results of the background check for the agent. Motion carried.

- ◆ Class A Combinations:

- Main Street Crossing Inc., Todd Peters- agent, 107 Main Street
- Simonar Shell LLC, Dale Simonar-agent, 1625 Main Street
- Stodola Brothers, Inc., Alex Stodola-agent, 602 Center Drive

- Venture One Stop, Inc., Todd Peters – agent, 412 Center Drive
- Ron’s Wisconsin Cheese LLC, Michael Hegerty-agent, 124 Main Street
- ◆ Class B Combinations:
  - Augie’s Bar & Grill LLC, Lois Derenne-agent, 206 Willow Street
  - Billy’s on Main LLC, Alan Hoppe-agent, 742 Main Street
  - Bump-N-Ugly’s Inc., Michael J. Bultman-agent, 407 Elm Street
  - Todd Burdick (DBA Burdick’s Bar & Grill), 525 Main Street
  - KNV Tree LLC (DBA Sonny’s Pizzeria), Keith Destree-agent, 312 Center Drive
  - Henry Deprey (DBA Luxemburg Bowl), 619 Main Street
  - Northbrook Country Club Inc., Ray Perry-agent, 407 Northbrook Road
  - Robin Romuald (DBA South End Saloon) 1503 Main Street
  - Debra Heurkens, 831 Main Street (formerly the Boardinghaus)

The following cigarette and tobacco product retail licenses for the period July 1, 2015 through June 20, 2016 were approved on a motion by Dan Olson and seconded by Jack Seidl. Motion carried.

- ◆ Stodola Brothers Inc.
- ◆ Venture One Stop
- ◆ Main Street Crossing Inc.
- ◆ Simonar Shell LLC
- ◆ Augie’s Bar & Grill LLC
- ◆ Ellisville-Luxemburg Cooperative
- ◆ Algoma FFA Alumni

Granting of operators licenses to the applicants listed on the agenda were approved on a motion made by Ken Tebon and seconded by Michelle Seidl. Motion carried. (List attached)

Temporary retailer’s licenses for the applicants listed below were approved on a motion by Suzie Leist and seconded by Jack Seidl. Motion carried.

- ◆ Class “B”/”Class B” license – Robinson American Legion Post 538 Carlton for July 15-July 19 for the Kewaunee County Fair for a concession stand in the fairgrounds
- ◆ Class “B” license – Kewaunee County Farm Bureau for July 16 – July 19 for the Kewaunee County Fair for a concession stand in the fairgrounds
- ◆ Class “B”/”Class B” license – Algoma FFA Alumni for July 13 – July 19 for a concession stand in the fairgrounds

### Committee Reports:

Public Utilities: Packerland Whey has requested to purchase water for industrial use in their operations on Fourth Street. The board will monitor their use of the water to ensure that the extra water being used in their processes do not put a strain on the Village’s water supply.

Streets & Sidewalks: Jack Seidl gave an update on the street sign replacement project. He presented a bid received from Lange Enterprises to provide the signs at a cost of \$19,204. He recommended that the Village move forward with this purchase so that the street employees can begin erecting the signs this summer. The 2015 street maintenance budget is ample enough to provide for this purchase.

A resident complaint was received on the condition of a driveway which was repaved after a water main break last year. A member of the streets & sidewalks committee had taken a look at the driveway. No action was felt necessary.

A request was received from Bob Weidner for a couple of loads of gravel needed to fix the entrance going into the landfill site.

A short discussion took place as to how to proceed with a request to put a second coat of pavement on Meadows Lane and other streets in Countryside Estates subdivision. Certain members of the board expressed their opinion that the developer

of the subdivision should be responsible for having this work completed. President Josh Salentine offered to consult with Lee Novak concerning this matter.

Personnel: Gerald Bertrand informed the Board that Michael Giese was hired to fill the open position for summer employment. The committee also recommended that the street & utility employees be allowed to work a more flexible schedule that would allow them to start earlier in the day and leave work after forty hours are completed to avoid overtime. In addition, a question came up as to how they would be compensated for an emergency call that might occur during a week that they are scheduled to take vacation or holiday pay. The employee handbook states that for purposes of overtime pay, a workweek consists of 40 hours actually worked. Therefore, if an employee is called in for an emergency during a week that they also receive vacation pay, they would either receive compensation for the emergency call at straight time or would be given the option to have their vacation time returned to them for future time off. In either case, the emergency call in would not create overtime pay. It was decided that the handbook would remain as is.

Bob Romuald recently was awarded his municipal waterworks operator certification. As a condition of his employment and as a condition of Rick Simonar's promotion to superintendant, both were promised an employee review after six months. This review took place in April, 2015. The committee therefore recommended that Rick Simonar and Bob Romuald both be given a \$1.00 per hour raise effective June 15, 2015.

New Business/Next Month Agenda Items – Clerk Jandrin reported that the Planning Commission and Zoning Board of Appeals have scheduled a meeting and public hearing for Thursday, June 18 to hear a request for a variance for a commercial building project being planned at the corner of Center Drive and Haven Lane.

Clerk Jandrin also requested to present a simplified rate case for an automatic 3% increase in water rates for the July meeting.

The meeting adjourned at 9:05 P.M. on a motion by Dan Olson and seconded by Suzie Leist. Motion carried.

Kathy Jandrin, Clerk/Treasurer

Attachment to Office Board Minutes  
June 9, 2015

Approval of Operator's Licenses:

- ◆ New Operators Licenses July 1, 2015 – June 30, 2016
  - Nicholas Hastings (Contingent on the results of the background check)
  - Susan Budzban (Contingent on the results of the background check)
  - Megan Theys (Contingent on the results of the background check)
  - Kaye VanGoethem (Contingent on the results of the background check and completion of the responsible beverage server course)
  - Dale Wolski (Contingent on the results of the background check and completion of the responsible beverage server course)
  - Jillene Kleiman (Contingent on the results of the background check)
  - Tabitha Bosdeck
  - Kelly DeJardin
- ◆ New Operators Licenses - from date hereof to June 30, 2015, and July 1, 2015 – June 30, 2016
  - Tricia Blasier (Contingent on the results of the background check)
  - Myles Behling (Contingent on the results of the background check)
- ◆ Renewal Operators Licenses July 1, 2015 – June 30, 2016
  - Linda Jadin
  - Gregory Balza
  - Michael Witcpalek
  - Thomas Salentine
  - Ronald Paplham
  - Janet Zehren
  - Scott Zehren
  - Jane Savage
  - Brooke Derenne
  - Tyler Zimmerman
  - Derrick Hallam
  - Jeff Jerabek
  - Lynette VanDyke
  - Teresa Simonar
  - Daniel Raduenz
  - Cheryl Koenig
  - William Knappmiller
  - Richard Summers
  - Janal Hendricks
  - Perry Konop
  - Nancy Smith
  - Nicole Hauterbrook
  - Lori Massart
  - Janice Griese
  - Jill Young
  - Rebecca Strelbel
  - Cynthia Moreau
  - Jean Vandertie
  - David Wavrunek
  - Nicole Barthels
  - June Fameree
  - Adrienne Wallace
  - Jennifer Stahl
  - Kim Gauthier
  - Cassandra DuFresne
  - Chad Voelker
  - Tonie Vandervest
  - Denise Bader

- Stacey Bouche
- Taryn Freeman
- Samantha Jacobs
- Tina Haegele
- Jacqueline Rueckl
- Samantha Kay
- Ronald Zehren
- Laura Champeau
- Michael Beyer
- Harold Lumaye
- Lisa Lefevre
- Krystal Jacobs
- Bruce Charles
- Ronald Larson
- Shayna Lemke
- Marissa Kline
- Karen Mleziva
- Jessica Lensmire
- Amanda Theis
- Briana Tyrrell
- Kale Kakac
- Jennifer DeCremer
- Jane Prevost
- Sarah Sabah
- Kirsten Just
- Amanda Younk
- Pamela Linssen
- Eric Dalebroux
- Paul Dalebroux
- Carla Kuehl
- Edith Lauscher
- Jeanette Parins
- Linda Joniaux
- Carli VanGoethem
- Sheila Piesler
- Sharon Neuzil
- Paul Moede
- Robert Neuzil
- ◆ Temporary Operators Licenses
  - Roy Swallow July 16, 2015 – July 20, 2015
  - Joseph Cherney July 16, 2015 – July 20, 2015
  - Linda Kielpikowski July 16, 2015 – July 19, 2015