

**LUXEMBURG VILLAGE BOARD MEETING MINUTES**  
**TUESDAY, NOVEMBER 10, 2015**  
**MUNICIPAL OFFICE BUILDING**  
**206 MAPLE STREET, LUXEMBURG, WI**

Members present: President Josh Salentine, Gerald Bertrand, Dan Olson, Jack Seidl, Michelle Seidl, Suzie Leist and Ken Tebon. Others present: Village Engineer, Lee Novak, Clerk/Treasurer, MiLissa Stipe, Police Chief, John Massart, Glen & Karen Rueckl, Leroy and David Simonar, Public Works Employee: Rick Simonar.

1. ROLL CALL

2. ADOPT AGENDA

Motion (Tebon/Leist) to adopt the agenda for the Board meeting. All ayes. Motion carried.

3. APPROVE MINUTES FROM THE OCTOBER 13, 2015 (REGULAR/CLOSED) BOARD MEETING

Motion (Michelle Seidl/Jack Seidl) to approve minutes (Regular/Closed). All ayes. Motion carried.

4. APPROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$275,692.98. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$27,224.17 was reviewed. Motion (Michelle Seidl/Jack Seidl) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

5. GLEN RUECKL; DISCUSSION ON DISCONTINUING RECYCLING PICKUP AT APARTMENTS)

Glen Rueckl inquired as to the process for the elimination of the apartment recycling pickup. He was informed that there was an agenda item for the October 10, 2015 Board meeting, posted in (five) areas within the village, and that the discussion was very lengthy. Trustee Michelle Seidl explained the initial driving force behind the elimination of the recycling pickup as to the restrictions the Department of Natural Resources grant funding imposes on municipal governments in reference to single family (any apartment under a four-plex) recycling pick up. Based on s. NR 542.05, Wis. Adm. Code: Ineligible costs are collection of recyclables or yard waste from governmental, business and residential housing larger than 4 units. Continued pickup of the recycling from a residential housing complex from the three entities in the Village would jeopardize the continued recycling grant funding that the Village relies on as revenue. Glen Rueckl requested the DNR code and Trustee Michelle Seidl supplied that to him. Glen Rueckl requested information on de-annexation from the Village of Luxemburg. He was informed that the request would need to come from the property owner and would need to be initiated to the State of WI. He was directed to contact the State of WI and an attorney if necessary since the process of de-annexation is difficult.

6. ENGINEER UPDATE: LEE NOVAK

Village Engineer Lee Novak presented an updated listing of the projects: Sanitary Sewer/Water replacement on Colle Street with possible grass replacement in spring 2016. The Main Street Enhancement project met on November 3<sup>rd</sup> with a good turnout with good ideas discussed. Ideas of the elimination of the bump outs, colored concrete, areas that the storm sewer will need to be replaced, curb/sidewalk replacement. The next meeting is scheduled for December 15<sup>th</sup>, 2015 (Tuesday) at 6:00 p.m. There was also discussion of sidewalk in front of the cemetery and possible complications with the pillars that are located there and snow removal. Lee Novak will be supplying the Board with price allocations for any possible additions to the project. Lee Novak reminded the Board that the vacation of the Haven Lane land will have a resolution processed at the December 8<sup>th</sup>, 2015 Board meeting to finalize the vacation of the land. Industrial Park Lift station upgrade and Fourth Street reconstruction bids are expected to be out to bid for January 2016.

7. WRAP UP DISCUSSIONS FOR 2016 BUDGET, TAKE ACTION

Since the October Board meeting discussions, there were multiple ideas considered regarding many activities that needed to be completed for the budget process but no motions were executed to adopt those discussions. The following are the motions for the 2016 budget process:

Salary increases: Motion (Leist/Michelle Seidl) to approve the salary increases (2016 Budget Personnel Workpaper) as designated. All ayes. Motion carried.

Fee Increases for (Class A/B) Liquor/Beer licensing and Operators licenses: Motion (Michelle Seidl/Olson) to approve the newly adjusted 2016 rate increases. All ayes. Motion carried.

Capital purchases: The Public Works department presented items that they would like built into the 2016 budget. The following items were approved by the 2016 budget.

- \$13,000.00 Zero-turn lawnmower
- \$ 2,600.00 Trailer for new lawnmower
- \$ 991.00 Playground car by soccer field
- \$ 637.50 Wood chips for all parks
- \$ 1,050.00 Crushed blacktop for pond by soccer field
- \$ 200.00 Smart Phone (Bob Romuald)

Projects on the horizon for the sanitary sewer are the Industrial Park Lift Station Upgrade/funded from Tax Increment Financing and hook up for the generator at the County AB lift station estimated at \$5,000.00. Projects for Water include Rehab of Well #3 estimated between \$60,000-\$80,000 which is still in the discussion stages.

Motion (Tebon/Olson) to go ahead and build the budget with the above listed capital purchases. All Ayes. Motion carried.

Another topic for discussion was the cleaning of the Village Hall. Many ideas were discussed from the Public Works employees completing the work, to hiring of a part-time employee to complete the duties. Motion (Bertrand/Jack Seidl) to approve the Public Works employees to complete the cleaning duties at the Village Hall with the understanding that this topic will be revisited during the budget process for 2017. Vote count: Yes: President Salentine, Trustee Bertrand, Trustee Jack Seidl, Trustee Olson. No votes: Trustee Michelle Seidl, Trustee Tebon and Trustee Leist. Vote carries 4-3. Motion passed.

The Public Hearing for the 2016 Budget is set for Monday, November 30, 2015 at 6:00 p.m.

8. REVIEW/TAKE ACTION ON OPERATOR'S LICENSES

Provisional Operator's licenses to Regular Operator's for:

Jeromy J. Deprey, Serreah N. Ullman, Kathryn M. DeGrave, Kristal L. Stanelle. Motion (Bertrand/Tebon) to approve Provisional to Operators' licenses. All Ayes. Motion carried.

Operator's licenses:

Kim M. Selner, April M. Jandrin. Motion (Michelle Seidl/Olson) to approve the operator's licenses. All ayes. Motion carried.

Picnic License for "Fairest of the Fair Gala" on November 28<sup>th</sup>, 2015 at the Kewaunee County Fairgrounds and temporary licenses for Jane M. Theys and Holly A. LeFevre. Motion (Michelle Seidl/Tebon) to approve picnic license and temporary operator's licenses listed above. All ayes. Motion carried.

9. COMMITTEE REPORTS

Trustee Michelle Seidl responded to inquiries she sought for Water Well Solutions with other communities that had contracted with Water Well Solutions/Utility Service Corporation. For the most part, the communities were pleased with the work performed from Water Well Solutions but since they have been connected with Utility Service Corporation, they did not have positive responses. Based on the historical

data for expenditures for repairs to the Water plant, it is an average of \$40,000 per year. It was agreed to hold off on the contract with Water Well Solutions. Trustee Michelle Seidl also stated that the League of Municipalities annual conference she attended was very informative. Trustee Jack Seidl reviewed the Street & Utility Report. Trustee Bertrand attended a fire department meeting and confirmed the 2016 rescue and fire department fees.

10. OTHER NEW BUSINESS/NEXT MONTH AGENDA ITEMS:

Clerk/Treasurer requested that the Village Hall to be closed the day after Thanksgiving (November 27<sup>th</sup>, 2015). The board was in agreement to allow the Office to be closed on Thanksgiving and the day after the holiday.

11. CONSIDER TO ADJOURN TO CLOSED SESSION PRUSUANT TO SEC. 19.85 (1) (C)  
CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE  
EVAULATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL  
BODY HAS JURISDICTION OR EXERCISES RESPONSIBLITY

Motion (Michelle Seidl/Jack Seidl) to adjourn to closed session.

12. MOTION TO OPEN SESSION

Motion not necessary.

13. ACTIONS FROM CLOSED SESSION

No actions were taken.

14. ADJOURN

Motion (Olson/Leist) to adjourn. All ayes. Motion carried at 9:28 p.m.

MiLissa Stipe  
Clerk/Treasurer