

LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, FEBRUARY 9, 2016
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: Clerk/Treasurer, MiLissa Stipe, Village Engineer, Lee Novak, Public Works Supervisor, Rick Simonar, Lori Thuecks, 4 Legged Friends Vet Clinic, Mike Cashman, DeLeers Construction Engineer.

1. ROLL CALL

All Board members present.

2. ADOPT AGENDA

President Salentine requested to move Item #6 (Review/Approve Site Plan Review and Conditional Use Permit for (4 Legged Friends Vet Clinic)) to Item #3 on the agenda. Motion (Tebon/Jack Seidl) to adopt the agenda with the noted changes for the Board meeting. All ayes. Motion carried.

3. REVIEW/APPROVE SITE PLAN REVIEW AND CONDITIONAL USE PERMIT FOR (4 LEGGED FRIENDS VET CLINIC) NEW FACILITY

Mike Cashman presented a brief overview of the new facility that is to be constructed at 130 Commerce Drive, (directly behind the current facility). Construction schedule to start in mid-April with completion by October 2016. There is a small storm water pond also located on the property for drainage. Discussion focused on any potential noise issues that may arise. Veterinarian Lori Thuecks assured the Village Board she would do everything necessary to reduce any noise issues that may arise due to outside activities. The necessity of a conditional use permit is required due to the site is currently zoned as commercial (C-1) and Veterinary clinics are not a permitted use in C-1. They are permitted with a conditional use permit.

Motion (Jack Seidl/Michelle Seidl) to approve the conditional use permit for 4 Legged Friends Vet Clinic at 130 Commerce Drive with the stipulation that there will be no outside overnight boarding. All ayes. Motion carried.

4. APPROVE MINUTES FROM THE JANUARY 12, 2016 BOARD MEETINGS

Motion (Bertrand/Leist) to approve the minutes for the January 12, 2016 Board meeting. All ayes. Motion carried.

5. APPROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$1,001,168.95. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$25,127.50 was reviewed. Motion (Jack Seidl/Leist) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

6. ENGINEER UPDATE: LEE NOVAK

Village Engineer Lee Novak informed the Village Board that it looks like the Main Street reconstruction will most likely be moved to late July 2016 to start since Wisconsin Public Service has not developed the costs and plans for the lighting for the project due to reorganization of WPS and its staff. The best plan would be to wait until the Kewaunee County Fair has been wrapped up and the reconstruction of Main Street would then proceed. The paving of the two center lanes of Main Street will be most likely be completed with this project but since Kewaunee County is

responsible for the driving lanes, the Village will complete an agreement of understanding that Kewaunee County would be reimbursing the Village back for the paving costs at a later date. 4th Street will also be on the horizon for reconstruction, based on Engineer Novak it looks like the Village will be able to complete the project prior to the Kewaunee County Fair.

With Rick Simonar, Public Works Supervisor in the audience, discussion on the update of Fermented Nutrition Corporation (Packerland Whey) well situation, it seems that the current nonfunctional well will most likely be abandoned since they are unable to rehab it and in the future Fermented Nutrition Corporation will possibly drill another well site.

Public Works Supervisor Simonar informed the Board that Well #2 has iron bacteria buildup and is affecting the pumping capacity of the well. The well screens will need to be cleaned and hopefully will produce a higher pumping capacity.

He also updated the Board regarding the communication issues that are arising at Well #4 (master site) and errors issues with sending the data from each well site. This caused multiple error issues over the past weekend and caused the Public Works employees to manually restart/shut off the well for pumping starting Friday, February 5 through the February 9, 2016. This resulted in increased overtime and alarm calls through the day/night hours. Concerns were raised since the alarms were being triggered for restart/shut down of pump, but what if there are other issues arising and the communication was not being correctly transferred? Since the SCADA system would be upgraded with Well #3 rehab this spring, this would be a good time to upgrade the communication system prior to Well #3 rehab since the issues have been arising and hopefully prevent future communication issues.

7. APPOINT MILISSA STIPE AND LOIS BLAHNIK AS CHIEF INSPECTORS FOR THE 2016-17 ELECTION PROCESS

With February 2016 Primary approaching soon, the current chief inspectors are out of town and unable to work the Primary election. The Government Accountability Board has allowed MiLissa and Lois to perform the duties of the Chief Inspectors. They both have completed the training for the Chief Inspectors. Motion (Michelle Seidl/Tebon) to approve the appointment of MiLissa Stipe and Lois Blahnik as chief inspectors for the election years 2016-17. All ayes. Motion carried.

8. REVIEW/TAKE ACTION ON OPERATORS/PICNIC LICENSES

Motion (Olson/Jack Seidl) to approve Temporary Class "B" Picnic License for Kewaunee Lions Club/Roar on the Shore Brewfest at Kewaunee County Fairgrounds on March 19, 2016 and Algoma FFA Alumni/Luxemburg Racing Show, Kewaunee County Fairgrounds on March 5, 2016. All ayes. Motion carried.

9. COMMITTEE REPORTS

Trustee Jack Seidl requested the Board for approval for purchasing the new lawnmower/trailer from the bids presented during the budget process, the lowest bid for the lawnmower was Luxemburg Implement and the trailer would be purchased from Simonar Sports. Rick Simonar will be contacting the businesses for ordering the items.

Trustee Bertrand updated the board in the Fire Department/Rescue Squad meeting; with a possible tanker purchase and call totals with 15 fires in the Village and total Rescue calls at 376. He stated that the Fire Department/Rescue Squad has been running smoothly. Trustee Jack Seidl commended the two groups on the great performance for 2015. A request from the Fire Department to have the Village install colored rings on the hydrants to identify the hydrants flow capacity. Rick Simonar will be contacting the Fire Chief to work out the details.

10. OTHER NEW BUSINESS/NEXT MONTH AGENDA ITEMS:

For April 12, 2016 agenda, the discussion on the future of the tornado sirens in the Village. Should the Village maintain them or abandon them as a weather notification device?

Rick Simonar requested that the Village remove the Pepsi soda machine located outside the gym. The use of the machine has declined and with the cost of running the soda machine, it doesn't seem feasible to continue this service. The Board was in agreement to have the Pepsi Company come and remove the machine.

Clerk/Treasurer Stipe informed the Board to a room upstairs in Village Hall that has been the filing storage area (approx. 40 x 50) for the records of the Village. Photos will be presented at the next Board meeting but it is a room that is filled with documents in a scattered mess with no organization to the files. She requested assistance to organize the files. Trustee Michelle Seidl stated that there may be a group/business that comes into government entities and assists them in organizing their records/files. It was agreed among the Board to pursue this option. Clerk/Treasurer will get ahold of the League of WI Municipalities.

11. ADJOURN

Motion (Olson/Jack Seidl) to adjourn. All ayes. Motion carried at 8:15 p.m.

MiLissa Stipe, Clerk/Treasurer