

**LUXEMBURG VILLAGE BOARD MEETING MINUTES**  
**TUESDAY, MARCH 8, 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.

1. ROLL CALL

All Board members present.

2. ADOPT AGENDA

Motion (Leist/Bertrand) to adopt the agenda. All ayes. Motion carried.

3. APPROVE MINUTES FROM THE FEBRUARY 9, 2016 BOARD MEETINGS

Trustee Michelle Seidl requested clarification on the engineer update; in reference to the Main Street Enhancement Project that will start in July of 2016, confirming that the Village of Luxemburg would be reimbursed back in an agreement of understanding with Kewaunee County since the two center lanes are the responsibility of the County and therefore when the Main Street project is completed, the Village will be paid at a later date (to be determined). Motion (Jack Seidl/Michelle Seidl) to approve the minutes for the February 9, 2016 Board meeting. All ayes. Motion carried.

4. APPROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$48,302.29. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$43,829.62 was reviewed. Motion (Jack Seidl/Leist) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

5. ENGINEER UPDATE: LEE NOVAK

Village Engineer Lee Novak informed the Village Board that Wisconsin Public Service is still working on the preliminary design for the Main Street Enhancement Project and should have the design completed by April 1, 2016. Engineer Novak recommended to delay the Main Street Enhancement Project until after the County Fair in July of 2016. Fourth Street Reconstruction design is completed with bids projected to be opened at Village Hall on April 7, 2016 at 2 p.m. Bids will be presented with asphalt and concrete pavement alternates, the water main will be replaced and upsized, storm sewer will be extended to the south to improve drainage. Engineer Novak will be meeting with the local companies effected by the reconstruction and work out details for their continued operation during the reconstruction phases.

The lift station upgrade design is currently being completed, the lift station will be converted to submersible pumps with a small fiberglass reinforced plastic building to house the new valves/control panel. The bids for this project will open on April 7, 2016 at 2 p.m. as well. Both projects will be estimated to be completed by mid-July 2016.

6. REVIEW/TAKE ACTION ON OPERATORS/PICNIC LICENSES

Motion (Michelle Seidl/Tebon) to approve Operator's licenses for Michelle M. Bultman, Cody J. Demlow, Zak D. VanDenPlas and Jonathan V. Pitzen. All ayes. Motion carried.

Motion (Tebon/Jack Seidl) to approve temporary Class "B" Picnic License for Luxemburg Casco United Softball Organization for a tournament held on May 20-22, 2016 at the Community Center fields and the Legion field. All ayes. Motion carried.

Motion (Olson/Bertrand) to approve the six-month Class "B" (Beer) Retail license for Eric Mahlik and Ron Cochrane for the Luxemburg Speedway. All ayes. Motion carried.

7. COMMITTEE REPORTS

Trustee Jack Seidl informed the Board that he attended a Sexual Predator Meeting with Kewaunee County and they distributed a County wide Sexual Offender Residency Ordinance for review by the Board. An updated version will be sent from Corporate Counsel soon and will be distributed to the Board once it arrives. Trustee Bertrand inquired as to our summer help and he was informed that Mike Giese would be coming back for grass cutting, yard waste pickup and other duties for summer help. He also inquired to the status of the upstairs filing room that is in major disarray. He mentioned that Bernadine Mathu would be interested in assisting the Village in organizing the old records. He also mentioned that Diane Jorgensen may also be of use if she was willing to assist. Clerk/Treasurer Stipe would be contacting them and see if they are interested.

8. OTHER NEW BUSINESS/NEXT MONTH AGENDA ITEMS:

President Salentine informed the Board that he will no longer be able to perform his duties as President due to the fact that he and his family are moving out of the village and into the Town of Luxemburg. He stated that the Village is in good standing and with the street/lift station projects on the horizon, he felt that Village is moving in the right direction.

The Board had some discussion on what the process is to replace or appoint an interim President. Clerk/Treasurer Stipe would be checking with the State on the regulations for appointments and it was the understanding that the position of the President could not be put on a ballot until November of 2016. Details of the transition will be worked out at the next Board meeting.

9. ADJOURN

Motion (Olson/Leist) to adjourn. All ayes. Motion carried at 8:00 p.m.

MiLissa Stipe, Clerk/Treasurer