

**LUXEMBURG VILLAGE BOARD MEETING MINUTES  
TUESDAY, SEPTEMBER 13, 2016  
MUNICIPAL OFFICE BUILDING  
206 MAPLE STREET, LUXEMBURG, WI**

Members present: President Ken Tebon, Dan Olson, Jack Seidl, Michelle Seidl, Suzie Leist, Dan Porath and Wade Sicklinger. Others present: Clerk/Treasurer: MiLissa Stipe, Village Engineer: Lee Novak, Public Works Supervisor: Rick Simonar, Jason Carviou, Jason Rollins, Robin Romuald and Van's Lumber Chris Vandenhouten.

1. ROLL CALL

All Board members present.

2. ADOPT AGENDA

Motion (Porath/Sicklinger) to adopt the agenda with the addition of bartender's license for Ashley M. Cook. Motion carried.

3. APPROVE MINUTES FROM THE AUGUST 15, 2016 BOARD MEETING

Motion (Porath/Jack Seidl) to approve the minutes. All ayes. Motion carried.

4. APPROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$443,470.04. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$18,801.34 were reviewed. Motion (Michelle Seidl/Leist) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

5. APPROVAL OF RESOLUTION (9-2016) FOR BORROWING OF \$3.2 MILLION/BANK OF LUXEMBURG (TIF/SEWER FINANCING)

Resolution (9-2016) was presented to the Board for review. Discussion included that this type of loan would be that of a construction loan, (draw funds when needed) since some of the projects that this funding will cover will be in 2017. Discussed if early payment could be an option without any penalties. The board requested confirmation on early payment. Motion (Jack Seidl/Porath) to approve resolution (9-2016) for borrowing of \$3.2 million at 2.4% interest rate. All ayes. Motion approved.

6. REVIEW TO APPROVE/DENY REQUEST FROM WULF BROTHERS NEW CONSTRUCTION SIDING PRODUCT FROM CEMENT SIDING TO LP SMART BOARD SIDING

A sample of the siding was presented to the Board to view. Chris Vandenhouten was present from Van's Lumber to explain the rationale behind using the LP Smart Board siding instead of the cement siding. He explained the quality of product is more durable than the cement product that was used in the past. He stated that the cement siding had a lot of issues and the majority of cement siding product that he installed has been replaced due to the poor quality of the product. He stated that the LP Smart Board siding has been used in commercial settings for quite a long time and the overall quality is high. The Wulf Brothers building would have a high quality siding product that will show in the aesthetics of the building. Motion (Porath/Sicklinger) to approve the LP Smart Board Siding instead of cement siding as stated in Village Ordinance. All ayes. Motion carried.

7. ENGINEER UPDATE: LEE NOVAK DISCUSSION ON SIDEWALK ON CHURCH ROAD (ROBIN ROMUALD)

Robin Romuald presented her concerns regarding the safety of the intersection of Church Road/Main Street. She expressed that with the constant traffic and now that a sidewalk was installed that children would use the sidewalk as a racetrack. She fears that someone will perish at the intersection. She requested that a lighted stop sign may assist with the visibility of the intersection. Lee Novak stated he would be able to check into a solar powered lighted stop sign. She also requested that blacktop be placed on her apron of the driveway on Church Road to eliminate gravel being spread to the sidewalk which may cause issues. Lee Novak estimated that a five foot extension on the property would be \$2,700.00. It was the Board's consensus to install the five foot blacktop pavement. She also stated that the Village community pulled together during an accident at the intersection of Church Road/Main Street recently. There was a mother with two small children and a tanker truck collision, and the brave people that assisted did a great job with the traffic control and calming of the victims until the rescue squad/police arrived.

Village Engineer Lee Novak updated the Board on the following projects:

•Main Street Enhancement Project: Construction on the project has been progressing very well, with Martell to come in and start installation of the curb/gutters/sidewalks. Colored concrete samples are available to see at the baseball diamond parking lot by Village Hall. Street light installation should occur in late September. Review of area between Maple/Ralph Streets, in order to fill the terrace area, the sidewalk will need to be replaced. Estimated cost for addition of colored concrete/sidewalk replacement at \$50,000.00. Completion scheduled for November 1, 2016 but progress is about two weeks ahead of schedule.

The Village received a counter offer of \$80,000 from Kewaunee County for resurfacing work. After discussion regarding the counter offer, the Board felt that the offer was not financially beneficial for the Village. Trustee Jack Seidl and Lee Novak presented a counter offer proposal of instead of a financial reimbursement agreement, it would be a work performed agreement. The proposal would be that Kewaunee County would replace the two center driving lanes (hopefully in 5-10 years) and this would include the parking lanes with this proposal. The start of the replacement proposal would begin from Ash Street to the length the initial Main Street Project length (approx. 3000 feet). The Village would be responsible for the curb/gutter/sidewalk as normal procedure. Motion (Jack Seidl/Michelle Seidl) to counter offer to Kewaunee County the proposed replacement agreement. All ayes. Motion carried.

•Replacement of sanitary sewer/water main in alley between First/Second Street from St. John's to Maple Street: Dorner has completed construction of the main sewer/water line this week with connecting services to residents tomorrow. The project will be completed by October 1, 2016.

•Fermented Nutrition Corporation Proposed Discharge to Village: FNC is proposing to discharge pretreated wastewater to the Village. The Village needs to address capacity issues with the current force main discharge system. NEW Water has drafted an agreement for 2 cfs capacity to the Wequiock Creek Interceptor and the buy in cost is \$354,608.00. The Village will have to pay the connection fee at Craanen Road cost estimate at \$75,000.00. Based on review of the TIF plans, Schenck has determined that the buy in cost and construction cost are both eligible for TIF funding. To accommodate the additional flow from Fermented Nutrition, the estimated cost to purchase an additional 1 cfs capacity through the entire interceptor system is approximately \$352,000 capital buy-in cost and an additional \$2,250 rental cost. The costs for the additional 1.0 cfs would be paid for by Fermented Nutrition through a discharge agreement because the

additional capacity is necessary to accommodate Fermented Nutrition. Robert E. Lee has submitted the engineering report to the WI DNR and NEW Water for approval. Schenck's opinion is that the current rates will be adequate to proceed with taking Fermented Nutrition flows.

8. DISCUSSION/DECISION ON RENTAL OF INDUSTRIAL LAND FOR FARMING USE (FRONTIER ROAD/ENTERPRISE ROAD)

Street Supervisor Rick Simonar spoke on the rationale to rent out the land on Frontier Road/Enterprise Road ( 2 parcels; 3.61 and 8.13 acres) which would be that the land is being maintained and that the Village will not need to maintain the empty lots such as grass cutting. Jason Rollins was present to discuss the land rental option with the Village Board. Discussion surrounded what he would be planting, how he would fertilize the parcels. Fees for rental were discussed but the first year would be rent free since there would be a large amount of work to get the parcels ready to plant. Another option that was presented to Jason Rollins is using the land fill site yard waste as a natural fertilizer with no fees charged for land rental. This would help the Village with disposal of the yard waste product and Jason Rollins would benefit financially with no land rental fees. The WI DNR has put so many restrictions on municipalities with yard waste facilities; that it would cost the Village thousands of dollars to meet the restrictions. This option would benefit both parties involved. This agenda item is tabled until the October Board meeting so that Jason Rollins could check out the yard waste product and if it suitable to land spread.

9. DISCUSS AND SET "TRICK OR TREAT" DATE/HOURS

After a short discussion it was decided that October 30, 2016 (Sunday) from 3:00 to 5:00 p.m. would be the "Trick or Treat" hours. Motion (Michelle Seidl/Olson) to approve "Trick or Treat" hours. All ayes. Motion carried.

10. DISCUSSION ON BUDGET DEVELOPMENT FOR 2017

After discussion about the process for the budget development, it was decided to have committee meetings, have a full Board Budget meeting and then approve the Village Levy/tax rate at a later date. Scheduled committee meetings are scheduled for: October 4, 2016 (Tuesday) 5:00 p.m. Streets & Sidewalks; 5:30 p.m. Parks & Playground; 6:00 Public Buildings & Equipment; 6:30 p.m. Personnel; 7:30 p.m. Fire & Police. The full Board Budget Meeting will be held on October 20, 2016 (Thursday) at 6:00 p.m.

11. REVIEW/ACTION ON OPERATORS/LIQUOR/BEER/PICNIC LICENSES

Kevin Tebon for Firework Display for Luxemburg/Casco School District Homecoming game to be held on September 23, 2016. It was agreed to approve the display permit with the receipt of the certificate of liability insurance. Once that is completed the permit will be available.

Motion (Michelle Seidl/Leist) to approve a picnic license for the Luxemburg Fire Department burger/brat fry on October 7, 2016 held at the Fire Department building on Maple Street. All ayes. Motion carried.

Motion (Michelle Seidl/Olson) to approve a picnic license for the Algoma FFA for Ag Heritage Days held on September 24-25, 2016 at the Kewaunee County Fairgrounds. All ayes. Motion carried.

•Motion (Porath/Olson) to approve new operator's license for: Michele M. Ferron and Ashley M. Cook. All ayes. Motion carried.

12. COMMITTEE REPORTS

Rick Simonar, Public Work Supervisor discussed the recent WDNR visit to the Village's land fill site and the restrictions the DNR is enforcing with land fill sites. But based on the Board meeting tonight, if all goes well with Jason Rollins (possible land renter), the land fill yard waste would be removed via land spreading.

Rick stated the box culvert on Main Street was replaced since it was badly deteriorated. The County AB pond is doing well.

Discussion was brought forward to a uniform pole for the mailboxes on Main Street. Trustee Porath stated he would follow-up with Lee Novak on what needed to get done to complete the task.

Chief Massart discussed the update on the maintenance on the sirens for the Village. Kewaunee County is requesting municipalities to maintain their sirens, the cost to maintain them is approx. \$3,500. It was agreed that we would wait on the maintenance at this time.

Homecoming parade route has changed from the fairgrounds/3<sup>rd</sup> street/ralph street/2<sup>nd</sup> street/to sports complex at 4:30 p.m. on September 23, 2016.

13. OTHER NEW BUSINESS/NEXT MONTH AGENDA

- Bad Check Ordinance-Update
- Kewaunee County Reimbursement Agreement
- Land Rental-Jason Rollins
- Change 11/8/16 Board meeting
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14. ADJOURN

Motion (Olson/Jack Seidl) to adjourn at 9:40 p.m. All ayes. Motion carried.