

**LUXEMBURG VILLAGE BOARD MEETING MINUTES  
TUESDAY, FEBRUARY 8, 2022  
MUNICIPAL OFFICE BUILDING  
206 MAPLE STREET, LUXEMBURG, WI**

Members present: Jack Seidl, Dan Porath, Dan Olson, Ron Tlachac with Lori Hurley, Dan Rueckl, Brian Barbiaux-absent. Others present: Clerk/Treasurer MiLissa Stipe, Rick Simonar, Police Chief Gulbrand. Engineer Gayle Lindenberg, Kaye Damery, Mary Mork, Dennis Thiry, Peter Kline, Carolyn Seidl & son, and Adam Leroy.

1. CALL MEETING TO ORDER

Meeting was called to order at 7:00 p.m.

2. ROLL CALL

Members Jack Seidl, Dan Porath, Dan Olson, Brian Barbiaux, Dan Rueckl, Ron Tlachac. Lori Hurley/absent.

3. ADOPT AGENDA

An addition of Rachel Lynn Kinjerski; Scotty's Bar for bartender's license approval. Motion (Rueckl/Porath) to approve the agenda with the addition of Rachel L. Kinjerski. All ayes. Motion carried.

4. COMMENTS FROM CITIZENS (SIGN-UP SHEET/3 MINUTES MAXIMUM)

No comments were requested.

5. APPROVE MINUTES FROM THE JANUARY 11, 2022, BOARD MEETING

Motion (Porath/Tlachac) to approve the January 11, 2022, Board minutes. All ayes. Motion carried.

6. REVIEW/APPROVE FINAL PLAT FOR ROCK LEDGE SUBDIVISION

Board members reviewed the plat, Trustee Tlachac was concerned with the frontage of the designated lots, with new homeowners going to three stall or more attached garages, the lot will need to be wide enough to meet all the criteria for setbacks. Motion (Tlachac/Porath) to approve the final plat for the Rock Ledge subdivision. All ayes. Motion carried.

7. REVIEW & APPROVE/DENY BUILDING/PLAT PLANS FOR O'REILLY AUTO PARTS STORE AT WEST CENTER DRIVE

Zoning Administrator Todd Delebrea presented the plans for the O'Reilly Auto Parts on parcel listed 159 Center Drive and the adjacent lots to the east. After review of the plans, there are plans for tree screening for the southside of the new building, storm water drainage, parking lot and building plans. The plan for this development is under review from the State. There is no indication of any discrepancies regarding the State review. Motion (Porath/Tlachac) to approve the building plans/site plan pending the approval from the State of WI. All ayes. Motion carried.

8. REVIEW & APPROVE RESOLUTION #2-2022; TAX INCREMENT DISTRICT (TID) TERMINATION RESOLUTION

To close out the Tax Increment Finance District in the Village, a resolution of termination resolution is required to be processed. This document was supplied to the Board for their review. After discussion, regarding the closing of the TIF District, the progress of the creation of the new TIF district is in process. Motion (Tlachac/Olson) to approve resolution 2-2022 Tax Increment District Termination Resolution. All ayes. Motion carried.

9. DISCUSSION ON UPDATE ON COST PER ACRE PROJECTIONS IN FRONTIER ROAD INDUSTRIAL PARK

Engineer Gayle Lindenberg presented the potential development and recovery costs for purchasing a lot in the Ash Street Commercial/Industrial Park. Based off the document, an individual could purchase a lot for \$15,000 with an assessable development (assessed value of building on the lot) of \$280,500. If an individual would develop a lot with an assessed value of \$150,000, then the purchase price of the lot would increase to \$51,100. Discussion on what the Village would need from individuals who are interested in purchasing lots in the Commercial/Industrial Park. The idea is not to give away the lots but make it affordable to potential buyers. This document will be used as a benchmark tool for potential buyers in the Commercial/Industrial Park

10. UPDATE ON SUBGROUP MEETING FOR BUILDING CODE RATE CHANGES

The group met prior to the Board meeting and discussed the examples of local municipalities fee schedules. The schedule for the City of Algoma is more attractive, a more simplistic fee schedule and the Board agreed that this style and fee schedule is what the Village is looking at transitioning to. The fees for the Village are low, the Board wants to increase the fees to a fair standard. Clerk/Treasurer Stipe will organize the updated fee schedule and will have the approval for the March 2022 Board meeting.

11. ENGINEER'S UPDATE: GAYLE LINDENBERG

\*Bipartisan Infrastructure Law-New WisDOT funding is estimated at \$220 million per year for the next five years allocated to transportation projects surface transportation program (STP). Applications for projects will need to be submitted by April 2022.

\*FEMA Flood Insurance Rate Map & Flood Insurance Study maps are being reviewed and we will be submitting areas of concern to FEMA for those designated areas that are concerned for flooding.

\*O'Reilly Auto Parts CSM/Storm Management Review owner questions have been responded to, a maintenance agreement is required and pending approval from DOT for access rights.

\*NEW TIF District is in process, the termination resolution is in process this month, TIF creation process will officially start May 2022 with the final paperwork to be completed by the October 31, 2022. Next TIF meeting is April 13<sup>th</sup> at 6:00 p.m.

\*Spring 2022 construction work will start with Heritage Road final surface, Spartan Way remilling and resurfacing, Frontier/Ash Street final surface and Rock Ledge curb/gutter and binder surface will be laid this spring.

\*Other development will be the Fairway Drive expansion for (8) eight more lots available for new homes, The Zellner property is being discussed with a developer for a future agreement for infrastructure and potential future residential development.

12. UPDATE ON COMBINATION POSITION FOR ZONING ADMINISTRATOR/BUILDING INSPECTOR (POSSIBLE COOPERATIVE POSITION WITH ALGOMA/KEWAUNEE)

President Seidl had previously met with the Algoma Administrator to discuss a cooperative position with the three entities. Reception from each entity was positive since each municipality does not need a full-time position, but as a combined position, it would be warranted. At the present time, Algoma's Administrator/City of Kewaunee Administrator is currently vacant. President Seidl stated that after the spring election, there will more definitive City Boards to contact and work out an arrangement for a cooperative position.

13. DISCUSSION ON COMPARATIVE ANALYSIS FOR EQUALIZED VALUE PER KEWAUNEE COUNTY MUNICIPALITY SPREASHEET/EFFECT ON THE VILLAGE OF LUXEMBURG

The County Treasurer supplied the Village with the equalized value breakdown for each municipality from 2019 to present. The Village of Luxemburg has one of the highest equalized values in Kewaunee County, therefore the proportionate values are higher which in turn causes the values for each taxing authority to

be higher in the Village of Luxemburg. This is also another factor in the mill rate increases for the 2021 taxes payable in 2022.

14. REVIEW & APPROVE; RESOLUTION #2-2022A RESOLUTION MODIFYING THE WASTEWATER SERVICE CHARGES IN ACCORDANCE WITH CHAPTER 7.33 LUXEMBURG MUNICIPAL CODE, ENTITLED SEWERAGE SYSTEM REGULATIONS

Clerk/Treasurer Stipe gave the breakdown of the annual increase for the sewer charges based off the Green Bay Metropolitan sewerage district. There was a slight increase in the monthly service charge and usage fees. The greater impact of the fees is for the user (Fremented Nutrition) that uses these broken downs fees for loads that are compiled daily for their treatment of their waste. Motion (Tlachac/Porath) to approve resolution 2-2022A. All ayes. Motion carried.

15. REVIEW/APPROVE VOUCHERS

After review of the vouchers, Motion (Porath/Tlachac) to approve the vouchers. All ayes. Motion carried.

16. REVIEW/TAKE ACTION ON LIQUOR/PICNIC/BARTENDARS:

Algoma FFA Alumni, Luxemburg Car Show on February 5, 2022, was preapproved by President Seidl

**Bartenders:** Anthony Rush; Kwik Trip and Rachel Lynn Kinjerski; Scotty's Bar

Motion (Tlachac/Olson) to approve bartenders licenses for Anthony Rush and Rachel Lynn Kinjerski. All ayes. Motion carried.

18. COMMITTEE REPORTS

MiLissa Stipe, Clerk/Treasurer

\*Informed the Board that a Memorandum of Agreement is currently in process for the parcels that were identified by Kewaunee County as isolated parcels from the Town of Luxemburg that reside inside the Village of Luxemburg's boundary area. The Town of Luxemburg and the Village agree that the parcels will stand as is. The parcels were a result from the annexation of Norman and Jean Zellner.

\*Informed the Board that the primary for the Circuit Court Judge for Kewaunee County will be held on February 15, 2022

Rick Simonar-Public Works:

\*Informed the Board that a cistern was identified under Cedar Street by Luxemburg Milling and will need to be capped off.

\*The new fence and gates for the Legion Park have been completed.

Chief Gulbrand-Police

\*Radar reading/display units are here and will be installed soon.

\*New radios for the department are here and are in use.

\*New laptops will be finalized for their new software and installation in the squads very soon.

22. ANY OTHER ISSUES

President Seidl requested names of volunteers for the Board of Appeals. One more resident member is needed.

23. ADJOURN

Motion (Olson/ Tlachac) to adjourn at 9:06 p.m. All ayes. Motion carried.

MiLissa Stipe  
Clerk/Treasurer