

# MONTHLY MEETING – MAY 12, 2003

On Monday, May 12, 2003, the Town Board of the Town of Salem, held their regular monthly meeting. Chairman Walsh called the meeting to order at 7:05 PM. The Pledge of Allegiance was recited. Roll call was taken as follows: Present were, Chairman Tom Walsh; Supervisors, Diann Tesar, Joseph Meier, Patrick O’Connell, and Jake Brockhaus; Deputy Clerk, Linda Terry; Town Treasurer, Christine Lamb; General Highway Foreman, George Vujovic; Utility District Administrator, Brad Zautcke; Utility District Engineer, Chris Kaempfer; Utility District Attorney, John Bjelejac; Town Planner, Patrick Meehan; and Land Development Coordinator, Phil Cayo.

Minutes from Previous meeting of 4/14/03, were **APPROVED ON A MEIER/TESAR MOTION. MOTION CARRIED 4-0.**

Christine Lamb read the Treasurer’s Report as follows:

## APRIL, 2003 – CASH REPORT FOR THE GENERAL ACCOUNT

**April 1, 2003 – Beginning Balance** **\$2,170,761.17**

|                                |              |                     |
|--------------------------------|--------------|---------------------|
| RECEIPTS                       |              | \$154,447.38        |
| Transfer from Tax Fund         | \$ 2,712.66  |                     |
| Transfer from Capital Projects | \$131,985.90 |                     |
| <br>                           |              |                     |
| DISBURSEMENTS                  |              | \$462,611.03        |
| PAYROLL                        |              | <u>\$ 65,888.15</u> |
|                                | <b>Total</b> | <b>\$528,449.18</b> |
| Transfer to Tax Fund           |              | \$195,911.69        |

**April 30, 2003 – Ending Balance** **\$1,735,496.24**

|                      |                       |
|----------------------|-----------------------|
| State Pool – General | \$1,449,632.75        |
| General Checking     | <u>\$ 285,863.49</u>  |
| <b>Totals</b>        | <b>\$1,735,496.24</b> |

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## APRIL, 2003 – CASH REPORT FOR THE TAX ACCOUNT

**April 1, 2003 – Beginning Balance** **\$ 38,438.56**

|                            |              |              |
|----------------------------|--------------|--------------|
| RECEIPTS                   |              | \$ 6,901.59  |
| Transfer from General Fund | \$195,911.69 |              |
| <br>                       |              |              |
| DISBURSEMENTS              |              | \$203,917.01 |
| Transfer to General Fund   | \$ 2,712.66  |              |

**April 30, 2003 – Ending Balance** **\$ 34,622.17**

|                  |                     |
|------------------|---------------------|
| State Pool – Tax | \$ 25,871.63        |
| Tax Checking     | <u>\$ 8,750.54</u>  |
| <b>Total</b>     | <b>\$ 34,622.17</b> |

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## APRIL, 2003 – CASH REPORT FOR THE PARK ACCOUNT

**April 1, 2003 – Beginning Balance** **\$ 877,396.49**

RECEIPTS \$9,807.16

**April 30, 2003 – Ending Balance** **\$ 887,203.65**

|                    |                     |
|--------------------|---------------------|
| State Pool – Parks | \$319,781.57        |
| Zone 1             | \$115,006.41        |
| Zone 2             | \$ 83,591.55        |
| Zone 3             | \$ 66,215.20        |
| Zone 4             | \$ 45,302.85        |
| Zone 5             | \$194,938.73        |
| Zone 6             | \$ 57,382.02        |
| Zone 9             | \$ 4,985.32         |
| <b>Totals</b>      | <b>\$887,203.65</b> |

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**APRIL, 2003 – CASH REPORT FOR THE TRAILS ACCOUNT:**

**April 1, 2003 – Beginning Balance** **\$155,144.38**

RECEIPTS \$169.58

**April 30, 2003 – Ending Balance** **\$155,313.96**

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**APRIL, 2003 – CASH REPORT FOR THE MAINTENANCE ACCOUNT:**

**April 1, 2003 – Beginning Balance** **\$ 12,554.08**

RECEIPTS \$ 5.16

**April 30, 2003 – Ending Balance** **\$ 12,559.24**

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**APRIL, 2003 – CASH REPORT FOR THE CAPITAL PROJECT ACCOUNT:**

**April 1, 2003 – Beginning Balance** **\$ 676,031.70**

|                          |              |
|--------------------------|--------------|
| RECEIPTS                 | \$ 909.04    |
| Transfer to General Fund | \$131,985.90 |
| DISBURSEMENT             | \$ 0.00      |

**April 30, 2003 – Ending Balance** **\$ 544,954.84**

**The Treasurer’s Report was APPROVED ON A BROCKHAUS/O’CONNELL MOTION. MOTION CARRIED 4-0.**

Supervisor O’Connell read the vouchers as follows:

**TOWN:**

**GENERAL ACCOUNT**

**End of April, 2003=\$167,654.77**

**UTILITY DISTRICT**

**End of April, 2003 = \$547,805.28**

May, 2003 = \$125,746.21

Clean Water Fund = \$9,780.42  
May, 2003 = \$33,675.54

**TOWN PAYROLL:**

#8 = \$41,590.73

#9 = \$47,338.44

**UTILITY DISTRICT PAYROLL:**

#8 = \$14,681.26

#9 = \$15,451.00

**Vouchers were APPROVED ON A MEIER/TESAR MOTION. MOTION CARRIED 4-0.**

**CITIZEN COMMENTS:**

NONE

**UTILITY DISTRICT BUSINESS:**

**PRESENTATION BY SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION AND KENOSHA COUNTY ON A RECOMMENDED APPROACH TO INTEGRATED LAND USE AND SEWER SYSTEM PLANNING.**

Mr. George Melcher, from Kenosha County Zoning; and Mr. Phil Evenson, from SEWRPC, were present for the meeting.

Mr. Evenson gave a brief presentation regarding sewerage facilities in the Town of Salem and the growth in the Town of Salem. He also stated that the Regional Plan Commission (SEWRPC), and Kenosha County, would encourage the Town of Salem to define and implement an integrated approach to land use and sewerage facilities planning through the preparation of a series of "Neighborhood Plans", instead of a "Town Plan". As each neighborhood plan is prepared, taken to public hearing and adopted by the Town and the County, the SEWRPC would use the plan as the basis for amending the sewer service area map.

It was also stated that all new development in the Town should be provided with sanitary sewer service. All development should take advantage of the sewer availability and capability.

Chairman Walsh asked Mr. Evenson when he felt the Town should start supplying water to the people?

Mr. Evenson stated that when any new, large development comes to Salem, at that time, a request should be made of the developer to provide water supply.

Mr. George Melcher stated that considering what the population of the town could become, it is imperative that this be taken care of. Because of Salem's geographic positioning, it has the capability of growing rapidly.

Chairman Walsh questioned that if the Town did a neighborhood plan, would this slow down the growth?

Mr. Evenson said that this would help the Town legally manage the growth.

Mr. Melcher said that everything should be standardized.

Mr. Meehan stated that some of the developers in Salem want urban development and some of them want rural development. How do we deal with that?

Mr. Evenson said the Town has to figure out which parts of the community should be urban, and which should remain rural. One acre and smaller is considered urban. Over 5 acres would be considered rural. Also, once the Town has a plan in place, it should be adhered to.

Mr. Meehan asked if a municipal water system would affect the ground

water? He also questioned extending water from Lake Michigan to the Town?

Mr. Melcher stated that is really not an option; that would create another set of problems.

**1. DISCUSSION AND CONSIDERATION OF BIDS FOR A REPLACEMENT ROOF ON THE ANAEROBIC DIGESTER BUILDING:**

Mr. Zautcke received three bids for the job. They are as follows: Carlson - \$10,848.00; Precision - \$9,948.00; and Van's - \$16,320.00. He would suggest accepting the bid from Carlson.

**APPROVE THE BID FROM CARLSON AT \$10,848.00, MADE ON A TESAR/O'CONNELL MOTION. MOTION CARRIED 4-0.**

**2. DISCUSSION AND CONSIDERATION OF A REQUEST TO FORGIVE A SANITARY SEWER ASSESSMENT FOR SCOTT BECKER:**

Attorney Bjelejac stated that he drafted a document for the Beckers to sign, if the Board approved this request this evening. He also stated that earlier, the Beckers were forced to combine their lots in order to build a home, and now, they would like to have one of the two assessments they were given, forgiven.

**APPROVE REQUEST, MADE ON A MEIER/BROCKHAUS MOTION. MOTION CARRIED 4-0.**

**3. DISCUSSION AND CONSIDERATION OF KAI ANDERSON AND MICHAEL POWROZNIK ATTENDING AN INTRODUCTORY TO WASTEWATER TREATMENT PROCESSES CLASS AUGUST 26-28 AND SEPTEMBER 2-4, 2003 IN APPLETON:**

The cost of the schooling is \$224.50 per person, plus the cost of the hotel room.

**APPROVE ATTENDANCE TO CLASS FOR KAI ANDERSON AND MICHAEL POWROZNIK, MADE ON A TESAR/BROCKHAUS MOTION. MOTION CARRIED 4-0.**

**4. DISCUSSION AND CONSIDERATION OF BRAD ZAUTCKE AND GARY CAPUTO ATTENDING THE ANNUAL COLLECTION SYSTEM SEMINAR ON JUNE 5, 2003 IN WATERTOWN:**

**APPROVE ATTENDANCE TO SEMINAR, MADE ON AN O'CONNELL/MEIER MOTION. MOTION CARRIED 4-0.**

**TOWN BUSINESS:**

**1. COMMITTEE REPORT:**

At this time, the following committee reports were given:

Highway & Building: Winter equipment is being taken off of the trucks for the upcoming season.

Emergency Services Committee: There is a meeting on Wednesday, 5/14/03. They have talked about a leasing program for the equipment. It was stated that the grass needs to be cut at the rescue squad.

Pest Control/Abatement Committee: Regarding the West Nile Virus – there is now a larvae herbicide; however, the highway employee that sprays will need to be licensed by the DNR. Considering purchasing “mosquito beater” for the parks.

Planning & Zoning Committee: Minutes were read into the meeting later in the agenda.

Negotiations Committee: No meetings held.

Public Safety Officer & Water Patrol Committee: A new man was interviewed for water patrol.

Sewer Committee: No meetings held.

Library Committee: No meetings held. Later in the meeting, the Board will be appointing someone to the Library Committee.

Park Committee: Supervisor Tesar will be meeting with Mr. Robinson regarding the Park Plan for the Town of Salem. The next Park Meeting will be May 21, 2003, at the Town Hall.

Finance Committee: No meetings held.

Personnel Committee: Chairman Walsh had a meeting with the Union Attorney regarding letters of reprimand in the employee personnel files. He stated that minor letters will stay for 12 months – major letters of reprimand will remain forever. He also stated that they met regarding some Utility District Employees’ concerns.

Building Committee: It was stated that the Town Hall addition is presently 6 weeks behind schedule.

ETZ Committee: No meeting yet.

AD-HOC Committee: Supervisor Tesar met with Silver Lake, and they are willing to sign an agreement with the Town. They are very cooperative. A meeting with Paddock Lake is still needed.

CCLRD: Supervisor Brockhaus has not yet been “formally” appointed to this committee; however, there have been no meetings yet.

Voltz Lake: There will be a meeting on Thursday, May 15, 2003.

2. **CONSIDERATION OF MINUTES FROM PLANNING AND ZONING MEETING OF 4/23/03: DISCUSSION AND POSSIBLE ACTION REGARDING PRELIMINARY PLAT FOR THE PROPOSED “FALCON HEIGHTS” SUBDIVISION, LOCATED ON THE SOUTHWEST CORNER OF CTH “AH”, AND 256<sup>TH</sup> AVENUE:**

**APPROVE PLAN COMMISSION’S RECOMMENDATION FOR APPROVAL OF PRELIMINARY PLAT CONDITIONALLY, SUBJECT TO PATRICK MEEHAN’S MEMO DATED 4/16/03 AND KAEMPFER AND ASSOCIATES MEMO DATED 4/21/03, MADE ON A MEIER/BROCKHAUS MOTION. MOTION CARRIED 4-0.**

GEORGE & GERI PODLIN; 67-4-120-361-0320; 21929-116<sup>TH</sup> STREET; VARIANCE REQUEST FOR STREET YARD SETBACK OF 50 FEET (65 REQUIRED); AND SHOREYARD SETBACK OF 11.84 FEET (75 FEET REQUIRED, LESS 50% = 37.5 FEET):

**APPROVE PLAN COMMISSION’S RECOMMENDATION FOR APPROVAL OF VARIANCE, MADE ON AN O’CONNELL/MEIER MOTION. MOTION CARRIED 4-0.**

ROCK LAKE MEADOWS/MODERN HOMES; REQUEST FOR DISCUSSION REGARDING CONCRETE APPROACHES IN ROCK LAKE MEADOWS SUBDIVISION:

**APPROVE PLAN COMMISSION’S RECOMMENDATION TO AMEND THE DEVELOPER’S AGREEMENT TO NOT FORCE THE DEVELOPER TO USE CONCRETE, BUT TO USE AN ACCEPTABLE PAVEMENT TO BE DETERMINED BY THE TOWN’S HIGHWAY DEPARTMENT, MADE ON A BROCKHAUS/O’CONNELL MOTION. MOTION CARRIED 4-0.**

3. **CONSIDERATION OF MINUTES FROM PARK COMMISSION MEETING OF 4/16/03:** Supervisor Tesar read through the minutes from the Park Commission.  
**APPROVE MINUTES, MADE ON AN O’CONNELL/MEIER MOTION. MOTION CARRIED 4-0.**

4. **CONSIDERATION OF VACATING ABANDON FIRE LANE ON 109<sup>TH</sup> STREET/SHOREVIEW SUBDIVISION: (previously tabled):**

It was stated that the Shoreview Association is opposed to this vacating; the vote was 7-5 opposing it. Mr. Sanfillipo, along with his neighbor, would like the Town to approve a 10-10-10 split. Chairman Walsh would like to make sure that it will continue to have lake accessibility.

Supervisor Tesar would be opposed to this vacation, due to the fact that this is Town property. There has recently been an incident regarding the Town vacating property; this concerns her.

Supervisor Meier would approve a 10-10-10 split, providing a document is drafted for access to the lake. The cost for the agreement would be placed on the persons requesting the vacation.

Chairman Walsh suggested having Mr. Sanfillipo's attorney draft an agreement allowing access to the lake and have the Town Attorney check it over.

**APPROVE VACATION FOR 10-10-10 SPLIT, WITH AN ATTORNEY DRAFTING AN AGREEMENT TO ALLOW ACCESS TO THE LAKE, MADE ON A MEIER/O'CONNELL MOTION. MOTION CARRIED 3-1, WITH SUPERVISOR TESAR OPPOSING.**

**5. CONSIDERATION OF FLOODING PROBLEM IN CAMP LAKE GARDENS / LAURA KOCH:**

Ms. Koch was present for the meeting. She stated that she has been trying to work with the Town for three years regarding this flooding problem; to date, nothing has been done.

Mr. Vujovic stated that two years ago, this situation was turned over to the NRCS Office (Natural Resource Conservation Specialists), as a project. This matter should be a Camp/Center Lake Rehabilitation District Project.

Chairman Walsh stated that he had been out to see the problem, and sees nothing that the Town can do to alleviate the situation. However, due to the fact that Mr. Brockhaus will be the Town Board Member sitting on the Camp/Center Lake Rehab. District Board, he will ask him to check into the matter and get back to the Board.

**TABLE MATTER UNTIL JUNE.**

**6. CONSIDERATION AND POSSIBLE ACTION REGARDING CONTRACTING TOWN SERVICES ON PRIVATE PROPERTY, AND INCREASING THE COST OF LABOR WHEN CONTRACTING "SPECIAL SERVICES" FROM THE TOWN, PER ORDINANCE/SUPERVISOR TESAR:**

Supervisor Tesar supplied the Board Members with a copy of an Ordinance that the Town has in its Ordinance Book covering "Contracted Special Services". She would like to make sure that this is adhered to, and that there be an increase in the labor cost for Town Employees.

Supervisor Brockhaus stated that he received a new updated price list for charging for equipment. These are figures that he has received from the State of Wisconsin. He also stated that when the County Highway Department charges for services, the figure for labor costs is the employees wages, plus an additional 80% of that figure, to cover insurance, workman's compensation, Federal, FICA and State Withholdings.

Supervisor Tesar would like to make sure that if the Town is contracted out for special services on private property, that the Town will be getting reimbursed for the labor.

Supervisor O'Connell suggested finding out just what "enough" is for labor.

Supervisors Brockhaus and Tesar will get together with Mr. Vujovic, from the Highway Department, and come back to the June 9<sup>th</sup> meeting with a figure.

**MATTER WAS TABLED ON A TESAR/O'CONNELL MOTION. MOTION CARRIED 4-0.**

**7. DISCUSSION REGARDING ABATEMENT PROGRAM/CHAIRMAN WALSH:  
THIS WAS DISCUSSED UNDER "COMMITTEE REPORTS".**

**8. CONSIDERATION OF DISPOSITION OF TOWN HALL GARAGE BUILDING AND POSSIBLE REPLACEMENT OF THE SAME:**

Mr. Vujovic stated that the existing garage at the Town Hall will need to be moved for the construction of the Town Hall Addition. In addition, a few more doors need to be added to the existing garage. This would cost approximately \$15,000.00. However, he has received a bid for a new, 40 x 64 polebarn, for a cost of \$25,770.00, from Ellis Construction.

Supervisor Brockhaus asked about the cement flooring being included in the price?

Mr. Vujovic stated that the Town's Highway Department would be able to pour the floor for a cost of approximately \$2600.00.

It was stated that the existing garage would need to be sold.

Supervisor Tesar suggested accepting bids for the sale of the garage. She would also like to see more bids for a new garage before approving anything.

**TABLE UNTIL A LATER DATE TO ALLOW MORE BIDS TO BE OBTAINED.**

- 9. CONSIDERATION OF APPOINTMENT OF JAKE BROCKHAUS TO BOARD OF COMMISSIONERS FOR CAMP/CENTER LAKE REHABILITATION DISTRICT: APPROVED ON A TESAR/MEIER MOTION. MOTION CARRIED 4-0.**
- 10. CONSIDERATION OF APPOINTMENT OF SHIRLEY BOENING TO COMMUNITY LIBRARY BOARD: APPROVED ON A MEIER/TESAR MOTION. MOTION CARRIED 4-0**
- 11. CONSIDERATION OF HIRING SHAUN FIFER AS PART-TIME WATER PATROL OFFICER: APPROVED ON A MEIER/O'CONNELL MOTION. MOTION CARRIED 4-0.**
- 12. CONSIDERATION FOR CHRISTINE LAMB TO ATTEND THE MUNICIPAL TREASURER'S INSTITUTE IN GREENBAY FROM JULY 20<sup>TH</sup> – JULY 25<sup>TH</sup>: APPROVED ON A TESAR/MEIER MOTION. MOTION CARRIED 4-0.**
- 13. CONSIDERATION OF RE-APPOINTMENT OF PLAN COMMISSION MEMBERS – BILL HOUTZ AND HALE OLSON, FOR A 3-YEAR TERM, EXPIRING APRIL 30, 2006: APPROVED ON A MEIER/BROCKHAUS MOTION. MOTION CARRIED 4-0.**

At this time, Ms. Joan Fortner and her niece questioned the Board regarding the raze of their barn on 89<sup>th</sup> Street.

Deputy Clerk, Linda Terry, stated that at the previous meeting, the Board did not table the matter; but instead, they approved for the barn to be razed if no work had been done by May 12<sup>th</sup>. To date, no work has been done; therefore, Mr. Rowland is authorized by the Board's decision last month, to proceed with contacting the Town Attorney.

Ms. Fortner's niece stated that Paddock Lake has not issued the zoning permit yet for them to go ahead with the project.

Ms. Terry stated that according to Paddock Lake, they will not issue the zoning permit due to the fact that it will be a non-conforming structure in Residential zoning. Therefore, no zoning permit will be issued. No zoning permit – no building permit; the barn will have to be razed.

**AT 9:45 PM, THE MEETING WAS ADJOURNED ON A TESAR/O'CONNELL MOTION. MOTION CARRIED 4-0.**

**Minutes submitted by: \_\_\_\_\_ Town Clerk.**

**Minutes prepared by:** \_\_\_\_\_ **Deputy Clerk.**