



**TOWN OF SALEM BOARD OF SUPERVISORS
REGULAR BOARD MEETING AGENDA
MONDAY, JANUARY 18, 2010 7:00 P.M.
SALEM TOWN HALL
9814 ANTIOCH ROAD, SALEM, WI 53168**

- 1.) Call to order
- 2.) Pledge of Allegiance
- 3.) Roll Call
- 4.) Open Meeting Compliance Check
- 5.) Approval of agenda sequence

CITIZEN INITIATED BUSINESS

- 1.) Citizens Comments: *Please be advised per Wisconsin Act 123, the Town Board will receive information from the public for a three minute time period, with time extensions per the Chairperson's discretion, per person; be further advised that after the public comments are completed, the Town Board Supervisors may have limited discussion on the information received, however, no action will be taken under public comments.*
- 2.) Consideration and possible action on a request from Kim Breunig, Girl Scout Troop 7229 leader, to allow a sleep-over at the Town Hall on Friday, March 12th. This coincides with the Ninety-Eighth (98th) Birthday of Girl Scouts. Troop 7229 currently uses the Town Hall for their monthly meetings.

SEWER UTILITY DISTRICT

- 1.) Consideration and possible action on the Sewer Utilities Commercial User Charge Equivalent (sewer utility fee) and past billing activities. Ref: B. Jonas. This item was tabled from last month's agenda.
- 2.) Consideration and possible action on a Partial Payment Request # PR- 1210802-13 by J.F. Ahern Company, for digester cover and clarifier renovations, in the amount of \$10,524.00. Original contract amount of \$790,000.00, amount added by change order \$250,249.00, less previous payments of \$612,449.78
- 3.) Consideration and possible action on Contract Revision #1, with Kaempfer & Associates, for additional engineering services needed to construct a primary clarifier bypass. The revision amounts to an addition of \$18,300.00 to the current contract.
- 4.) Consideration and possible action on Contract Revision #9, with Kaempfer and Associates, for Wet Weather Flow Management Improvements. The revision amounts to a reduction of \$6,685.00 to the current contract.

- 5) Update, consideration and possible action on the engineering and letting of bids for the well house and reservoir at the Fire/Highway Department location. This item was tabled from last month's agenda.
- 6) Consideration and possible action on the production schedules and other related activities on the Production Well #1 at the Fire/Highway Building Site. This may include a status report on this segment of the project and identified areas of concern or need for Board action.

CLERK'S BUSINESS

- 1.) **Motion:** Approval of the minutes of the previous meeting: Regular Board Meeting on 12/14/09 and a Special Meeting on 01/04/10 relative to County wide assessment. Lakes Committee minutes of 01/04/10 posted on the Town's website.
- 2.) Consideration and possible action on operator licenses as follows. Approval is contingent on background check clearance, completion of beverage server class, and payment of the necessary fees.

Charlotte Perez
Harbhajan Samra

Gundeep Singh
Jagpal Waraich

Bikram Samra

- 3.) Consideration and possible action on a Temporary Class B "Picnic License" for the following:

Lake Shangri-La Annual Ice Fishing Derby, January 30, 2010 & January 31, 2010

Including the additional request for four (4) wheelers on streets and parking on one side of the street during the event.

- 4.) Information on notices of public hearings being set on the DNR's proposed runoff rules, February 2, 2010 at the Waukesha State Building at 1:00 p.m. Refer to the Town Website.
- 5.) Census 2010 activity – Town Website, Library and Lobby of Town Hall.

TREASURER'S REPORT

- 1.) Treasurer's report for December 1, 2009 – December 31, 2009.
- 2.) **Motion:** Approval of payment of the vouchers December 14, 2009 – January 18, 2010 as presented.

ADMINISTRATOR'S BUSINESS

- 1.) December 2009 monthly report.
- 2.) Consideration and possible action on the setting of the 2nd Annual Spring Cleaning Week and the possible inclusion of a TOS drop off point for a "THIS WEEK ONLY" hazardous/materials.
- 3.) Consideration and possible action on the first newsletter and/or flyer that will be with the first stormwater/sewer utility bill.
- 4.) Status on any grants or other activities that may reduce the impact on the taxpayers for the new building project.

- 5.) Consideration and possible action on the expirations of commissions and appointments. Board members are asked to provide their expectations of those commissioners and appointments that they consider important and necessary for approval of candidates.
- 6.) Consideration and possible action on snow emergency policy currently in existence at Town of Salem.
- 7.) Consideration and possible action on the content of board minutes of the Town of Salem board meetings.
- 8.) Status, consideration and possible action on engine braking signs on CTH W especially at 8630 Fox River Road and at the bottom of the northbound hill in Fox River.
- 9.) Status, consideration and possible action on the last raze order at 9620 269th Street, Neumann property and at the Park property, barn at CTH K on the south side.
- 10.) Status on the pedestrian crossing at Salem Grade School and observations and actions by the Town of Salem and the flashing beacon installation – WisDOT Bauman.
- 11.) Consideration and possible action relative to an ordinance update regulating solicitors, fee schedules, violation policy, penalties and any advisory or info banner regarding solicitors in town.
- 12.) Consideration and possible action on the adjustment of the signup on line form for email distribution of agendas, minutes and newsletters - in particular the requirement for information other than email address.
- 13.) Consideration and possible action on the need for a Town of Salem Outdoor Wood Boiler (Hydronic Stove) Ordinance.
- 14.) Status on the Water Patrol hours by lake request (August) for the last several years.
- 15.) Consideration and possible action on request by Bill and Virginia Winker regarding placement and payment of safety buoys at the western end of Hooker Lake in order to safeguard the shoreline, personal property and recreational vehicles/users and to investigate the need for similar at other areas of Hooker Lake.
- 16.) Status, consideration and possible action on the method of communicating the activities on Property Maintenance review requests to the Board.

ATTORNEY REPORTS

- 1.) Update, consideration and possible action on attorney information regarding burying of household waste in backyards.
- 2.) Update, consideration and possible action on attorney information regarding construction completion at 26833 106th Street, property belonging to Raymond Miller.

HIGHWAY/FIRE BUILDING PROJECT

- 1.) Status report of the Highway/Fire building project.

- 2.) Consideration and possible action on Change Order #2, by Powers Lake Construction Co., Inc., in the amount of \$6,935. This will be an increase to the original contract amount.
- 3.) Consideration and possible action on payment request #4 by Powers Lake Construction Co., Inc., for site grading, drainage & roadway improvement project at the Town of Salem Highway & Fire Facility in the amount of \$41,891.69, which includes Change Order #2. Original contract amount \$1,553,443.30.
- 4.) Consideration and possible action on payment of direct purchasing invoice #01701 from Advantage Purchasing, LLC, a division of Miron Construction, in the amount of \$ 21,535.08.
- 5.) Consideration and possible action on payment of direct purchasing invoice #01713 from Advantage Purchasing, LLC, a division of Miron Construction, in the amount of \$17,588.
- 6.) Consideration and possible action on Payment Request #2 by Miron in the amount of \$264,326. 77. Original contract amount \$4,500,474.00.
- 7.) Consideration and possible action on Change Order CO-1230901-01 for Reesman's Excavating & Grading, Inc. to repair an existing manhole. Change order results in an increase of \$532.34 and is an expense to be paid for by the Utility District.
- 8.) Consideration and possible action on Change Order CO-1230901-02 for Reesman's Excavating & Grading, Inc. to allow for an extension of 143 days in their contract. Change order is necessary to adjust sanitary sewer manholes to grade after street is paved.
- 9.) Consideration and possible action on payment request # PR-1320901-04 by Reesman's Excavating & Grading, Inc., for utility improvements sanitary sewer and water main extensions at the Town of Salem Highway & Fire Facility in the amount of \$11,628.73. Original contract amount \$274,666.85, amount added by change order \$532.34, less previous payments of \$258,866.08.

DEPARTMENT REPORTS, ACTIONS, AND EXPENDITURE REQUESTS

FIRE AND RESCUE

- 1.) Fire Department report – Kenosha County Public/Private Partnership (coordinating all-hazards emergency preparedness efforts between both sectors.)

STORM WATER DISTRICT

- 1.) Storm Water District report and announcement of Town Board Stormwater Plan Review meeting on February 1, 2010 at 6:00 p.m.

BUILDING DEPARTMENT

- 1.) Building Department report and update.
- 2.) Consideration and possible action relative to the Public Hearing and Town Board decision to allow a period of sixty (60) days from November 9, 2009, for development of a plan, relative to a proposed raze order for Tax Parcel No. 65-4-120-151-0500.

Property Address: 25510 89th Street

Property Owner: Carole Heath, Jacqueline Heath, and Joan Fortner
2151 W. Granville Avenue
Chicago, IL 60659-3008

3.) Consideration and possible action relative to the Public Hearing and Town Board decision to allow a period of sixty (60) days from November 9, 2009, for LaSalle Bank to arrange for the demolition and cleanup by the owner on a raze order for Tax Parcel No. 65-4-120-073-0710

Property Address: 8119 Fox River Road
Property Owner: Joseph V. Bychowski Trust
c/o LaSalle Bank, Attn: Ed Peters
135 S. LaSalle Street, Rm 1925
Chicago, IL 60603

PUBLIC WORKS/HIGHWAY

1.) Public Works/Highway Department report.

PLANNING AND ZONING COMMISSION

1.) Planning and Zoning report and announcement of upcoming meetings relative to Multi-Jurisdictional Comprehensive Plan: 2035. January 27th 6:00pm Joint Town Board & Planning Commission Informational Meeting and February 22nd 6:00 pm Open House and Public Hearing
Notice will appear in the Kenosha News on January 17, 2010.

PUBLIC SAFETY DEPARTMENT

1.) Public Safety report.

JUDICIAL

1.) Judicial report:

| January 12, 2010 | Adult/Juvenile | |
|---------------------------------|----------------|------------|
| Initial Appearances/Non Traffic | 1 Adult, | 7 Juvenile |
| Initial Appearances/Traffic | 23 Adult | 0 Juvenile |
| Follow-ups and Reviews | 0 Adult | 2 Juvenile |

PARK COMMISSION

1.) Consideration and possible action on Change Order request #5, from Willkomm Excavating & Grading, Inc. in the amount of \$8,068.08 for electric charge reimbursement and tree caliper credit. This is for the Community Park Improvement Project.

2.) Consideration and possible action on Final Payment Request #9, from Willkomm Excavating & Grading, Inc. in the amount of \$38,561.90, which includes the change order.

REPORTS AND ACTION TAKEN ON PREVIOUS COMMISSION MEETINGS, FUTURE AGENDA ITEMS, UPCOMING SCHEDULED MEETINGS, AND CONSIDERATIONS BY THE BOARD

1.) Consideration and possible action on a request from the Kenosha County Sheriff's Department for a donation to the Deputy Friendly Safety Poster Contest.

Chairman Valentine Report

Department of Revenue, Attendance at Land Use, visits to the Project Site and Meetings, Roundabout update, Lake District Committee, Survey

Supervisor Faber (CCLRD, SEWRPC, P&Z Liaison, Lakes Committee) Report

Supervisor Meier (Hooker Lake District) Report

Supervisor O'Connell (Board of Review, Library Board, Voltz Lake District) Report

Supervisor Weidman (Fair, Parks Commission, Lakes Committee) Report

CLOSED SESSION

1.) MOTION: To move into closed sessions pursuant to:

- a) Wisconsin State Statute 19.85 (1) (e) Deliberating or negotiating the purchasing of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Update regarding the collective bargaining with Teamsters Local 43 and future actions by Town of Salem.

ADJOURNMENT INTO OPEN SESSION

CLOSED MEETING STATEMENT

ADJOURNMENT

By the authority of Chairman Linda Valentine

This Notice was posted at the following places:

*Camp Lake Post Office
Salem Post Office
Trevor Post Office
Wilmot Post Office
Town of Salem Municipal Building*

January 15, 2010

Cindi Ernest, Clerk

Please note, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request service, contact Town Clerk, Cindi Ernest at 262-843-2313. "Notice is hereby given that a majority of any other town commission, committee or board may be present at this meeting to gather information about a subject over which they may have decision making responsibility. It is intended that this notice shall constitute an adequate notice of meeting pursuant to State ex rel Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W. 2d 408 (1993), although none of the other town commissions or boards will take any formal action at this meeting".

Cc: Town of Salem Website www.townofsalem.net
Community Library

TABLED ITEMS FOR FUTURE AGENDAS

1.) For June 2010 agenda.

DEC. 14, 2009 - MOTION BY Supervisor Weidman, second by Supervisor Faber to request that Public Safety spend more time on 256th Avenue with additional patrol and that this item be tabled until the June 2010 regular board meeting.

UNANIMOUS VOTE AYE

MOTIONCARRIED

SCHEDULE OF FUTURE MEETINGS/EVENTS

| | |
|---|---|
| Regular Town Board Meeting | 1/18/10 7:00 p.m. |
| Special Town Board Meeting – Administrators Job Description | 1/19/10 6:00 p.m. |
| Lakes Committee Workshop | 1/25/10 6:00 p.m. |
| Joint Town Board/Planning Commission Multi-Jurisdictional | 1/27/10 6:00 p.m. |
| Town Board workshop – Stormwater Review Plan | 2/01/10 6:00 p.m. |
| Regular Town Board Meeting | 2/08/10 7:00 p.m. |
| Spring Primary Election | 2/16/10 Polls Open 7:00 a.m. |
| Regular Town Board Meeting | 3/08/10 7:00 p.m. |
| Spring Election | 4/06/10 Polls Open 7:00 a.m. |
| Regular Town Board Meeting | 4/12/10 7:00 P.M. |
| Annual Meeting of Electors (tentative) | 4/13/10 (always the 2 nd Tuesday in April) |