

**MINUTES
TOWN OF SALEM
REGULAR MEETING
OF THE BOARD OF SUPERVISORS
Monday, May 14, 2012 7:00 P.M.**

Chairman Diann Tesar called this Regular Meeting of the Town of Salem Board of Supervisors to order at 7:00 p.m. with the following present:

CHAIRMAN: Diann Tesar

BOARD OF SUPERVISORS: Dennis Faber, Ted Kmiec, Dan Campion and Mike Culat

OTHERS: Pat Casey, Attorney Scholze, Brad Zautcke, Chris Lamb, Mike Murdock, Dave Shortess and Cindi Ernest

GUESTS: Jim Valentine, Linda Valentine, William Hoffman, Kim Hoffman, Pat Leslie, Jerry Leslie, AB O'Brien, Marvin Mullens, Rob Dillon, Patti Zurla, Carol Husnick, Chris Syrznecki (sp?), Deneen Smith and Darren Hillock

PLEDGE OF ALLEGIANCE

Chairman Tesar led the Pledge of Allegiance.

OPEN MEETING COMPLIANCE CHECK

The agenda was posted prior to 3:00 p.m. on Friday, May 11, 2012 at the Town Hall Municipal Building, Salem Post Office, Camp Lake Post Office, Wilnot Post Office, and the Trevor Post Office. It was also posted on the Town's website.

APPROVAL OF AGENDA SEQUENCE

There was no change in the agenda sequence.

PRESENTATIONS, PETITIONS, COMMUNICATIONS, & OTHER AGENCY REPORTS

Chairman Tesar welcomed incoming board members Ted Kmiec and Mike Culat.

1.) Town Auditor, Jim Frechette, told those in attendance that the financial statements don't normally show in the budget. The budget for a capital project is approved when the project is approved and normally don't do a yearly capital budget as it can run over and sometimes over several years. Administrator Casey did a reconciliation of the capital projects since 2006 and it compares with the figures of the auditors.

Various items in the Capital Projects budget was questioned by resident Jim Valentine. (Copies of a document he presented to the board were not given to the clerk.) He pointed out what he believes to be budget overrun and money being spent on equipment not approved by the board. He requested that the board take control of the budget as it is "getting out of control".

2.) Auditor James Frechette, CPA presented the 2011 Fiscal Year Audit report to the board. He pointed out that while the fund balance went down, there is an adequate fund balance for the Town's purposes. There is a Capital Projects Fund balance of \$204,115 and there will be approximately \$30,000 left. We have accomplished knowing where we are with the budget analysis done by the administrator.

The sewer assets went down and the storm water assets went up.

In debt service, long-term debt, the highway/fire building is the majority of it. The Town can borrow \$32 million before being at our debt limit. There was \$225,487 refunded on the Build America Bonds.

Resident Chris Syrznecki (sp?) questioned the board as to why there was no action taken on agenda item No. 1.

Chairman Tesar responded that both the auditor and administrator have reconciled everything.

Mr. Syrznecki (sp?) asked the board to listen to citizen Valentine comments and allow him access to financial documents.

Further discussion followed.

No action was taken on agenda items No. 1 or No. 2.

3.) Chairman Tesar indicated that Mr. Flowers was unable to attend this meeting. She then read the Proclamation honoring retiring Fire/Rescue employee Thomas Flowers, which will be presented to him at this retirement party this weekend.

4.) Andrew Lamar presented his proposed Eagle Scout project to the Town Board which is at Miller Park, Trevor. The Park Commission approved this project. The plan calls for a wheel chair ramp at the one room schoolhouse, picnic tables and putting together the playground equipment purchased by the Town.

MOTION BY Supervisor Culat, second by Supervisor Faber to approve the Eagle Scout project proposed for Miller Park.

UNANIMOUS VOTE – AYE

MOTION CARRIED

CITIZENS COMMENTS

Chris Syrznecki (sp?) informed the board of a gravel issue at the thrift store behind the Citgo in Salem. It came up a couple of years ago and has come up again. This will be looked at.

Carol Husnick who lives in Echo Lane subdivision told the board that the area that was supposed to be golf course is now being farmed.

Planning Administrator Brad Zautcke told the board that the property went into foreclosure. There shouldn't be farming in PR1.

Ms. Husnick said she and her family had to sit at breakfast with heavy equipment throwing up dust. Supervisor Culat questioned if the purchaser bought just twenty-eight (28) acres around or all of the property, to which Ms. Husnick responded that all of it had been purchased.

Administrator Casey said this was the first we have heard of this and will speak with Kenosha County.

Rob Dillon has been working on getting a railroad quiet zone. He said for a minimal cost, the Town could put in medians which would give the pivot arms an extra five (5) feet with an estimated cost of \$30,000 each.

Discussion followed. We will wait for Mr. Dillon to receive a response from Tammy at the railroad and then he will contact Chairman Tesar and set up a meeting.

PUBLIC SAFETY

1.) Public Safety Chief Dave Shortess announced the upcoming joint Salem/Bristol Public Safety Fair to be held in the Village of Bristol on Saturday, June 2, 2012 from 11:00 am to 2:00 pm.

BUILDING DEPARTMENT

Mr. Albor informed the board that he has been meeting with Building Inspector, Jack Rowland, every Friday and he may be changing his roof to a peaked roof. He is also working with Kenosha County on the taxes.

Public Safety Chief Dave Shortess also announced that there is an upcoming ATV class.

1.) Administrator Casey informed the board that he spoke with insurance adjustors relative to the Lunsford property. They are still working on it. There is more stuff in the yard then before the fire. The owner is being served and we will be bringing him to Circuit Court.

PLANNING & ZONING

1.) Ordinance 12-05-14, an Ordinance Adopting Amendment No. 2012-01 to the Town Of Salem Comprehensive Plan. An application has been filed by William G. Hoffmann (owner), 30725 114th St., Wilmot, WI 53192 requesting the land use plan map be amended to change the planned land use designation on Tax Parcel # 67-4-120-303-0895 from "Commercial" to "Medium Density Residential". This parcel is located on the south side of CTH 'C' (114th St) approximately 250ft west of CTH 'W' (307th Ave). If approved, the planned use designation would be consistent with the current use of the parcel.

Supervisor Faber questioned if the County had suggested the median density. He also stated that we should forgo the charges for this. This is a situation that the property has always been a residence and doesn't feel it fair to charge them for this change.

Supervisor Culat concurred with Supervisor Faber.

MOTION BY Supervisor Faber, second by Supervisor Kmiec to adopt Ordinance 12-05-14, an Ordinance Adopting Amendment No. 2012-01 to the Town Of Salem Comprehensive Plan.

MOTION AMENDED BY Supervisor Faber, second by Supervisor Kmiec to adopt Ordinance 12-05-14, an Ordinance Adopting Amendment No. 2012-01 to the Town Of Salem Comprehensive Plan AND TO REIMBURSE THE Hoffman's the \$1,000 fee.

UNANIMOUS VOTE – AYE

MOTION CARRIED

2.) At the last meeting, the board recommended that Land Use Coordinator, Brad Zautcke, proceed with an informational/survey mailing to property owners abutting STH '50' from CTH 'B' west to the Village of Paddock Lake boundary for input on potentially amending the Town's Comprehensive Plan to show more future commercial/business land use.

The Planning & Zoning Commission concluded that all parcels, east to Paddock Lake be included, but not including the Reserve or Cemetery.

Discussion.

MOTION BY Supervisor Faber to send a letter out and send it to all.

Linda Valentine said that the board shouldn't be limiting it to just east of CTH B.

MOTION AMENDED BY Supervisor Faber, second by Supervisor Campion to send a letter out to all and include from 312th Avenue to Paddock Lake and exclude the cemetery.

3.) Chairman Tesar made the following announcements:

- The Town of Salem Planning and Zoning Commission selected Kimberly Breunig to serve as Chairman, for a one-year term.
- Planning and Zoning Commission meeting dates to change from July 25th to the Wednesday prior July 18th at 6 pm and October 24 to the Wednesday prior October 17th at 6 pm. Take note Park Commission will meet at 7 pm on the newly scheduled dates.

STORM WATER UTILITY

1.) A proposal to proceed with the final engineering and bidding of three proposed Storm Water Utility projects was presented as follows:

- 256th Avenue Culvert Replacement, preliminary estimated cost \$34,915.
- 264th Avenue Culvert Replacement, preliminary estimated cost \$52,725.
- Jason's Pond Expansion Project, preliminary estimated cost \$50,100.

Administrator Casey informed that the culverts are in danger of failing and the pond will give more water storage. All will be bid out at once. The Town adopted the Storm Water Plan, identified projects and prioritized them.

MOTION BY Supervisor Culat, second by Supervisor Faber to approve and proceed with the final engineering and bidding of three proposed Storm Water Utility projects as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

ADMINISTRATOR'S BUSINESS

1.) Ordinance No. 12 05 14A, An Ordinance Creating Section 330-5A.(10) of the Code of the Town of Salem Regarding Slow No Wake Operation on Center Lake was presented. CCLRD will do the new coordinates for the buoys.

Discussion followed about the responsibility of placing the buoys.

Supervisor Faber informed that CCLRD will take care of placing the buoys.

MOTION BY Supervisor Culat, second by Supervisor Faber to approve Ordinance No. 12 05 14A, An Ordinance Creating Section 330-5A.(10) of the Code of the Town of Salem Regarding Slow No Wake Operation on Center Lake as presented, contingent on the new coordinates.

UNANIMOUS VOTE – AYE

MOTION CARRIED

PARK COMMISSION

1.) An announcement of expiring Parks Commission term of Jo Weidman (Zone 7 & 8) to be appointed/re-appointed at the June, 2012 Regular Town Board meeting was made.

MOTION BY Supervisor Culat, second by Supervisor Faber to approve the appointment of Jo Weidman.

We are still taking applications for this position and it will close on May 25th.

Discussion.

MOTION RESCINDED BY Supervisor Culat, second by Supervisor Faber.

This will be on the June agenda.

Administrator Casey reminded that the Park Commission will have a public session regarding the proposed park on Wednesday, May 16th at 7:00 pm.

CLERK'S BUSINESS

1.) Approval of the minutes of the previous meeting of a Regular Board Meeting on 4/9/2012.

MOTION BY Supervisor Campion, second by Supervisor Faber to approve the minutes of the previous meeting of a Regular Board Meeting on 4/9/2012 as presented.

ABSTAIN BY Supervisor Culat due to his being a new board member.

UNANIMOUS VOTE – AYE

MOTION CARRIED

MOTION BY Supervisor Culat, second by Supervisor Campion to approve the minutes of the previous meeting of a Workshop/Training on 5/3/2012 as presented.

ABSTAIN BY Supervisor Kmiec due to his absence.

UNANIMOUS VOTE – AYE

MOTION CARRIED

2.) Operator Licenses applications filed with the Town Clerk were presented as follows. Approval is contingent on background check clearance, completion of beverage server class, and payment of the necessary fees.

Casey N Niles
Sarah Herd

Waqar Muhammad
Stephanie Davis

Eileen A Grimm

Michael R Crakes

MOTION BY Supervisor Kmiec, second by Supervisor Campion to approve the Operator Licenses as presented with approval contingent on background check clearance, completion of beverage server class, and payment of the necessary fees.

UNANIMOUS VOTE – AYE

MOTION CARRIED

3.) A renewal application for Pawnbroker, Secondhand Article & Secondhand Jewelry Dealer License for Michael Levandoski, MT Coins, Inc, located at 8607 Antioch Rd. #8, Salem, WI was filed with the Town Clerk. Approval is contingent on background check clearance and payment of the necessary fees.

Discussion.

MOTION BY Supervisor Faber, second by Supervisor Campion to approve the license contingent on the birth place being obtained on the application.

UNANIMOUS VOTE – AYE

MOTION CARRIED

4.) The Clerk's Office Fees & Public Records Policy was presented. Chairman Tesar recommended that this be sent to the Administration Committee to review.

TREASURER'S REPORT

1.) Treasurer Chris Lamb read the Treasurer's report for April 1, 2012 – April 30, 2012.

2.) Approval of payment of the vouchers for April 10, 2012 – May 14, 2012 was presented as follows:

Vouchers issued from April 10, 2012 through May 14, 2012	\$ 310,774.03
Payroll #8 Ending 4/07/2012	\$ 63,480.04
Payroll #9 Ending 4/21/2012	\$ 58,846.47
Payroll #10 Ending 5/05/2012	\$ 66,765.56
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Total	\$ 499,866.10

MOTION BY Supervisor Campion, second by Supervisor Faber to approve payment of the vouchers for April 10, 2012 – May 14, 2012 as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

REPORTS ON PREVIOUS COMMISSION MEETINGS, FUTURE AGENDA ITEMS, AND UPCOMING SCHEDULED MEETINGS

Chairman Tesar (Lakes Committee & Hooker Lake, Library Board, Voltz Lake) report.

Chairman Tesar reported that there was no meeting for Hooker Lake last week and they have a new updated website.

Chairman Tesar presented the new town board committees as follows:

- Administration (Finance, Personnel, Policies & Licensing) – Chairman Tesar and Supervisors Kmiec and Campion
- Public Works (Highways/Roads, Sewer, Storm Water) - Chairman Tesar and Supervisors Campion and Culat
- Public Safety (Fire/EMS, Public Safety & Water Patrol) - Chairman Tesar and Supervisors Faber and Kmiec
- Parks & Recreation (Parks & Events) - Acting as liaisons Supervisors Kmiec and Culat (could alternate)
- Planning & Zoning - Action as liaisons Supervisors Faber and Culat (could alternate)
- Communication - Chairman Tesar and Supervisors Campion and Faber

Chairman Tesar appointed Supervisor Campion to be the liaison for the Voltz Lake Management District and he will continue as a liaison to Kenosha County.

Supervisor Faber will continue as a liaison for SEWRPC.

Discussion followed about the purpose and scope of operations of the various committees. It was decided that each committee should come up with their own objectives and scope of operations. There was mention of job descriptions. Chairman Tesar will put together the information and add to next month's agenda.

Supervisor Campion informed the Administration Committee that there will be a seminar regarding budgeting coming up and it's in the WTA Report.

2.) Chairman Tesar would like to take over the appointment to the Library Board as representative to replace outgoing Board member Pat O'Connell.

MOTION BY Supervisor Faber, second by Supervisor Kmiec to appoint Chairman Tesar to represent the Town on the Library Board.

UNANIMOUS VOTE – AYE

MOTION CARRIED

Supervisor Faber (CCLRD, SEWRPC, P&Z Liaison, Lakes Committee, & Board of Review) report.

Supervisor Faber reported that chemicals were placed in Camp Lake for weed control on May 2nd and 3rd for weed control. They will also be placing the buoys on Camp Lake.

Supervisor Culat report.

Supervisor Culat would like to go to the associations and neighborhoods in the Town to promote a Neighborhood Watch.

He also questioned whether we have formal identification to which he was told no.

Discussion followed on ID's.

He also wants to review and look at the property maintenance ordinance and how to administer it in a fair manner. This would be a good thing to run through committee. Residents feel they are being targeted and he knows people who are in violation.

He would also like to establish a registry of vacant and foreclosed homes so they can be secured. It would be beneficial for public safety, building security, fires and overall policing of them.

Supervisor Kmiec (Park Commission)report.

Nothing to report.

Supervisor Campion (County Liaison) report.

Supervisor Campion attended the April 14th Council of Governments. He reminded those in attendance about the eWaste recycling at the Village of Paddock Lake on May 19th.

Mike Halverson from the Town of Randall is spearheading distribution of motorcycle/bicycle signs. ABET of WI is offering two (2) signs to each municipality. They are selling additional signs for \$30 apiece. The signs can't be on state highways, but the County had indicated that they can be on county roads.

A map has been developed by Kenosha County which shows the County's designated bicycle routes. The County Board has six (6) new committees established. Kim Breunig, Erin Decker and Mike Underhill are on these committees. Ms. Breunig is on the Executive Committee and Ms. Decker is on the Human Services Committee.

CLOSED SESSION

1.) MOTION BY Supervisor Kmiec, second by Supervisor Faber to move into closed session pursuant to: Section 19.85(1)(e), Wis. Stats. for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business,

whenever competitive or bargaining reasons require a closed session. This closed session is relative to collective bargaining and the purchase of property.

ROLL CALL VOTE

SUPRVISORS Faber, Culat, Kmiec, Campion and Chairman Tesar – AYE

MOTION CARRIED

Board moved into Closed Session at 9:31 pm.

2.) MOTION BY Supervisor Faber, second by Supervisor Culat to move out of Closed Session and reconvene in Open Session.

ROLL CALL VOTE

SUPRVISORS Faber, Culat, Kmiec, Campion and Chairman Tesar – AYE

MOTION CARRIED

Board moved out of Closed Session and into Open Session at 10:00 pm.

3.) Chairman Tesar announced that there were no decisions made or announcement relative to Section 19.85(1)(e) referenced during the Closed Session.

ADJOURNMENT

MOTION BY Supervisor Culat, second by Supervisor Kmiec to adjourn this Regular Board Meeting.

UNANIMOUS VOTE – AYE

MOTION CARRIED

This Regular Board meeting was adjourned at 10:01 p.m.

Respectfully submitted,

Cindi Ernest, Clerk