

**MINUTES  
TOWN OF SALEM  
REGULAR MEETING OF THE BOARD OF SUPERVISORS  
Monday, December 9, 2013 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, Mike Culat, Ted Kmiec and Dan Campion.
- OTHERS:** Pat Casey, Attorney Brian Wanasek, Brad Zautcke, Dave Shortess and Cindi Ernest
- GUESTS:** Sherry Dixon, Donna Jasper-Meyer, Frank Meyer, Harold Jasper, Bryan Stevens, Mary Peterson, Jim Marusingl, Ron Gandt and Rob Dillon

**PLEDGE OF ALLEGIANCE**

Chairman Tesar led the Pledge of Allegiance.

**OPEN MEETING COMPLIANCE CHECK**

The agenda was posted prior to 4:00 p.m. on Friday, December 6, 2013 at the Town Hall Municipal Building, Salem Post Office, Camp Lake Post Office, Wilmot 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.

**CITIZENS COMMENTS**

There were no citizen comments.

**PRESENTATIONS, PETITIONS, COMMUNICATIONS, & OTHER AGENCY REPORTS**

**1.)** Rob Dillon appeared before the Board to do a follow up relative to the train whistles in the Town of Salem. The trains coming through the Town are bigger, heavier and longer which often have two engines and so now there are two blasts. Residents are holding off investing in their homes because of the problems.

Supervisor Faber said that he talked to the attorney regarding the ability to doing impact fees with those closest to the trains paying more. He also contacted Gary Sipsma, with Kenosha County, to see if CTH AH was wide enough for medians.

Administrator Casey said that four (4) gates would cost around \$300,000 and that the streets are not wide enough for concrete barriers. It could cost as little as \$250,000 or as much as \$1.8 million to upgrade crossings. We can look into doing special assessments.

Discussion followed.

Administrator Casey will get the hard numbers for the costs and send them to Mr. Dillon.

## **MUNICIPAL COURT**

**1.)** RESOLUTION No. 13 12 09, A Resolution Establishing Municipal Court Costs in the Town of Salem Municipal Court Matters was presented.

MOTION BY Supervisor Culat, second by Supervisor Faber to adopt RESOLUTION No. 13 12 09, A Resolution Establishing Municipal Court Costs in the Town of Salem Municipal Court Matters as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

## **PLANNING & ZONING**

**1.)** A request by McHenry Savings Bank, 353 Bank Drive, McHenry, IL 60050 (Owner), Donna Jasper- Meyer, N2110 County Road H, Lake Geneva, WI 53147 (Agent), for a Conditional Use Permit to allow a kennel in the A-2 (General Agricultural District) on Tax Parcel #65-4-120-182-0300, 8848 Fox River Road, located in the West ½ of Section 18, Township 1North, Range 20 East, Town of Salem was presented.

The Town of Salem Planning and Zoning Commission made a recommendation for approval of the Conditional Use Permit on a vote of 6-0.

MOTION BY Supervisor Culat, second by Supervisor Faber to take the recommendation of the Planning & Zoning Commission and approve the Conditional Use Permit for McHenry Savings Bank, 353 Bank Drive, McHenry, IL 60050 (Owner), Donna Jasper- Meyer, N2110 County Road H, Lake Geneva, WI 53147 (Agent), to allow a kennel in the A-2 (General Agricultural District) on Tax Parcel #65-4-120-182-0300, 8848 Fox River Road, located in the West ½ of Section 18, Township 1North, Range 20 East, Town of Salem as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

**Mike Slover and Mike Murdock arrived at this meeting at 7:21 pm.**

## **ADMINISTRATIVE**

**1.)** A request for equipment purchases for the IT Department was presented. The request includes an Email Server \$4,694.07, Licensing Software \$3,048.62, Switches \$985.60 and Salem Fire Station Wiring \$4,731.15 for a total of \$13,458.84. The cost will come from the General Fund, Sewer Utility Fund and the Storm Water Fund.

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the equipment purchases for the IT Department as presented.

Supervisor Campion questioned how many users and where will the email server be located, to which Administrator Casey responded the exchange licensing is based on forty (40) users and the email server will be located at the Highway/Fire building.

Chairman Tesar questioned why this was no longer being taken out of the fire department to which Administrator Casey responded that the fire had been consolidated into the general fund.

UNANIMOUS VOTE – AYE

MOTION CARRIED

## **CLERK'S BUSINESS**

**1.)** Approval of the minutes of the previous meetings of a Regular Board meeting on 11/12/2013, Special Meetings on 11/14/2013 and 11/18/2013 and a Joint Board Workshop on 11/18/2013 was presented.

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the minutes of a Regular Board meeting on 11/12/2013, Special Meetings on 11/14/2013 and 11/18/2013 and a Joint Board Workshop on 11/18/2013 with noted changes.

SUPERVISORS Faber, Culat, Campion and Chairman Tesar – AYE

ABSTAIN BY Supervisor Kmiec on the November 18<sup>th</sup> meetings due to his absence.

MOTION CARRIED

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

Cynthia Peterson

Traci Gerstner

Jodi Rathunde

Barbra Bear

MOTION BY Supervisor Campion, second by Supervisor Kmiec to approve Operator License applications 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.)** An Operator License application filed with the Town Clerk was presented. Action on this license was tabled from the November meeting pending additional information. Approval is contingent on background check clearance, completion of beverage server class, and payment of the necessary fees.

Michelle Beyer

MOTION BY Supervisor Culat, second by Supervisor Faber to the approve Operator License application for Michelle Beyer 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

**4.)** An application filed with the Town Clerk for an Amusement Machine license was presented as follows with approval contingent on background check clearance, payment of delinquent taxes, assessments, and all necessary fees.

Towne Square

MOTION BY Supervisor Kmiec, second by Supervisor Campion to approve the Amusement Machine license for Town Square as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

**5.)** A Secondhand Article Dealer License application submitted to the Clerk by Nancy L. Wilson, DBA Thrift Trip, Inc. 25014 83<sup>rd</sup> Street Salem, WI 53168 was presented. Approval is contingent on background check clearance, and payment of the necessary fees, delinquent taxes and assessments.

MOTION BY Supervisor Culat, second by Supervisor Campion to approve the Secondhand Article Dealer License for Nancy L. Wilson, DBA Thrift Trip, Inc. 25014 83<sup>rd</sup> Street Salem, WI 53168 as presented with approval is contingent on background check clearance, and payment of the necessary fees, delinquent taxes and assessments.

UNANIMOUS VOTE – AYE  
MOTION CARRIED

6.) A request by the Clerk for appointment of Election Inspectors for the Town of Salem Elections January 1, 2014 thru December 31, 2015 as follows was presented.

Michael Ullstrup	Gail Peckler-Dziki	Bettie Brandes
Elaine Tesar	Lois Hartman	Nancy Cayo
Paul Eberle	Renee Thurow	Sonja Bigley
Colleen Glaves	Carol Dunn	David Ottman
Fran Wargolet	Gail Katzman	Jim Salazar
Geraldine Witkowski	Lon Dircks	Larry Wilson
Margaret Petrakis	Morgan Meyers	Sam Thurow
Holly Griesen	Cindy Cort	David Hoke
Cheryl Hoke	Joseph Bloomer	Charles Meyer
Duane Kellor	Hannah Griesen	Christopher Rainey
Margaret Presley-Bevis	Mary Ann Messier	B J Messier
Jonah Taylor	Kim Roper	Julie Braakman
Barbara Faber	Jennifer Hull	Karen Linton
Andrew Lorentz	Steve Metrick	

MOTION BY Supervisor Kmiec, second by Supervisor Campion to approve the appointment of the Election Inspectors for the Town of Salem Elections January 1, 2014 thru December 31, 2015 as presented.

UNANIMOUS VOTE – AYE  
MOTION CARRIED

7.) A change of agent request for HASI SAI, LLC, DBA JP Food & Liquor, 11110 Antioch Road, Trevor, WI 53179 from Kiran Patel to Deven Patel was presented.

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the change of agent request for HASI SAI, LLC, DBA JP Food & Liquor, 11110 Antioch Road, Trevor, WI 53179 from Kiran Patel to Deven Patel as presented.

UNANIMOUS VOTE – AYE  
MOTION CARRIED

#### **TREASURER’S REPORT**

1.) Chairman Tesar read the Treasurer’s report for November 1, 2013 through November 30, 2013 as follows:

#### **NOVEMBER 2013 - CASH REPORT FOR THE GENERAL ACCOUNT - TOWN OF SALEM**

November 1, 2013- Beginning Balance		<b>\$2,084,700.73</b>
	<b><u>RECEIPTS</u></b>	<b>\$ 289,180.57</b>
	Transfers In	\$ 911,053.97
	Prior Month Adjustment	\$ 12,964.23

<b><u>DISBURSEMENTS</u></b>	\$ 872,107.59
PAYROLL	\$ 152,554.13
Transfers Out	\$ <u>0.00</u>
<b>Total</b>	<b>\$ 1,024,661.72</b>

November 30, 2013 - Ending Balance		<b>\$2,273,237.78</b>
State Pool - General	\$ 1,777,454.01	
Gen. Checking	\$ <u>495,783.77</u>	
<b>Totals</b>	<b>\$ 2,273,237.78</b>	

\*\*\*\*\*

**NOVEMBER 2013 - CASH REPORT FOR THE TAX ACCOUNT - TOWN OF SALEM**

November 1, 2013 - Beginning Balance **\$ 963.23**

<b><u>RECEIPTS</u></b>	\$	<b>.07</b>
Trnsfr from Gen. Ck.	\$	0.00

<b><u>DISBURSEMENT</u></b>	\$	0.00
Trnsfr to Gen. Ck	\$	0.00

November 30, 2013 - Ending Balance **\$ 963.30**

\*\*\*\*\*

**NOVEMBER 2013 - CASH REPORT FOR THE PARK ACCOUNT - TOWN OF SALEM**

November 1, 2013 - Beginning Balance **\$ 328,278.23**

<b><u>RECEIPTS</u></b>	\$	<b>24.18</b>
------------------------	----	--------------

<b><u>DISBURSEMENTS</u></b>	\$	0.00
Transfer to LGIP 8	\$	0.00

November 30, 2013- Ending Balance **\$ 328,302.41**

\*\*\*\*\*

**NOVEMBER 2013 - CASH REPORT FOR THE MAINTENANCE ACCOUNT-SALEM**

November 1, 2013 Beginning Balance **\$ 39,867.00**

<b><u>RECEIPTS</u></b>	\$ <b>2.94</b>
------------------------	----------------

November 30, 2013 Ending Balance **\$ 39,869.94**



**Chairman Tesar** (Library Board, Hooker Lake, & Administration, Public Works, Public Safety & Communication Committees) report.

Chairman Tesar reported that there will be a Library Board meeting on Tuesday, December 17<sup>th</sup> at 6:30 pm. There will be no Hooker Lake meeting this month. She thanked everyone who participated in Salem Comes to Salem. She bagged 250 gifts and it was a nice event.

**Supervisor Faber** (CCLRD, SEWRPC, P&Z Joint Liaison, Board of Review, Public Safety & Communication Committees) report.

Supervisor Faber reported that the Center Lake concrete spillway is completed and it looks great. The County is going to put up guardrails on the side.

**Supervisor Culat** (Park & P & Z Commissions Joint Liaison, Public Works Committee) report.

Supervisor Culat reported that the Highway Department did a wonderful job on the snow removal during the recent storm.

**Supervisor Kmiec** (Park Commission Joint Liaison, Administration, Public Safety, & Communication Committees) report.

There was no report.

**Supervisor Campion** (County & Voltz Lake Liaison, Administration, Communication & Public Works Committees) report.

Supervisor Campion reported that he and Administrator Casey will be attending a meeting with the County Highway Department regarding the intersection of CTH JF and STH 83.

He had nothing to report on Voltz Lake. He received good comments on the clearing of the roads during the recent snow and congratulated the Highway Department. He questioned if everything was up and running relative to the screen at the Sewer Department, to which Department Head Zautcke replied that the screening isn't running yet.

Supervisor Campion questioned if the County could plow the small road off of CTH W on the sharp curve to which Department Head Murdock responded that we go that way anyway, but will investigate it.

## **CLOSED SESSION**

**1.) MOTION BY Supervisor Faber, second by Supervisor Campion 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 joint services agreements.**

ROLL CALL VOTE

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

MOTION CARRIED

**The Board moved into Closed Session at 7:55 pm.**

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

ROLL CALL VOTE

SUPERVISORS Faber, Culat, Kmiec, Campion and Chairman Tesar – AYE  
MOTION CARRIED

**The Board moved out of Closed Session and into Open Session at 8:16 pm.**

**3.)** There was no discussion, action or announcement relative Section 19.85(1)(e) referenced during the closed session.

**ADJOURNMENT**

MOTION BY Supervisor Culat, second by Supervisor Faber to adjourn this Regular meeting.  
UNANIMOUS VOTE – AYE  
MOTION CARRIED

**This Regular Board meeting was adjourned at 8:17 p.m.**

Respectfully submitted,

---

Cindi Ernest, Clerk