

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

Members present: Jack Seidl, Dan Porath, Dan Olson, Lori Hurley, Dan Rueckl, Brian Barbiaux, Ron Tlachac-absent. Others present: Clerk/Treasurer MiLissa Stipe, Rick Simonar, Police Chief Gulbrand. Engineer Gayle Lindenberg via Zoom, Andy Wallander, Dean Hoegger, President & Executive Director of Clean Water Action Council, President Bank of Luxemburg Tim Treml, Mike Faltynski.

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 Lori Hurley, Ron Tlachac /absent.

3. ADOPT AGENDA

Motion (Barbiaux/Porath) to approve the agenda. 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/Olson) to approve the February 8, 2022, Board minutes. All ayes. Motion carried.

6. PRESENTATION (ANDY WALLANDER) FOR CLEAN WATER ACTION COUNCIL (CWAC) ON PAVEMENT SEALANT WITH POTENTIAL CHEMICAL EXPOSURE OF POLYCYCLIC AROMATIC HYDEOCARBONS (PAH)

Dean Hoegger, President & Executive Director of Clean Water Action Council presented a brief speech on how Coal tar-based pavement sealcoat has potential concerns for human health and aquatic life. Sealcoating of your driveway, parking lots, etc. with the (PAH) chemicals has been determined by the US Geological Survey, state, and local agencies that (PAH) contaminate in urban and suburban areas and a potential concern for human life and aquatic life. Due to run off issues with the sealcoating of driveways and when small children play in their driveways, etc. the exposure is magnified. Concerns with the exposure to (PAH) has been linked by health professionals to an increased risk of lung, skin, bladder, and respiratory cancers. Many states have banned the use of coal tar-based pavement sealcoating. Mr. Hoegger has requested that the Village review his materials and pass an ordinance to ban the production use of (PAH) type of sealcoating products.

8. DISCUSSION ON CONSIDERING POSSIBLE APARTMENT COMPLEX CREATION FOR AFFORDABLE HOUSING

Tim Treml, President of Bank of Luxemburg requested a brief time to inquire with the Board based on a previous meeting with Kewaunee County Administrator Scott Feldt and a developer that the county could benefit both ways from apartment complex housing. There are jobs available in the county but there is little apartment complex housing for young adults. Most young adults may not be able to jump into a commitment of single-family residential living, so apartments can assist the county by retaining young adults until they are ready to take the step into buying a home. Discussion regarding land available that the Village owns (possible land west of the trailer park) and the best option for potential apartment

complex. There is also ARPA funds that the county currently has and there may be possible funding for the project.

7. REVIEW & APPROVE NEW BUILDING AND POLICE FEES

After a quick discussion on the building fees, with a few adjustments the Board agreed for the approval of the building and police fees. The fees will take effect April 1, 2022. Motion (Barbairux/Rueckl) to approve the updated building and police fees with the three adjustments on the HVAC fees. All ayes. Motion carried.

9. DISCUSSION ON ENGAGING THE PUBLIC FOR THE COMPREHENSIVE PLAN UPDATE

Discussion on how to engage the public in future meetings, a recommendation of posting agendas on Facebook page, possible Zoom meetings and a survey that would engage the public in data collection with a very short survey. If the survey is too long, or cumbersome the public will not engage in it. The next meetings will be to deal with more planning and development of the survey. President Seidl also requested that Board members attend the meetings as well.

10. ENGINEER'S UPDATE: GAYLE LINDENBERG

*Bipartisan Infrastructure Law-New WisDOT funding applications for possible funding for calendar year 2023-2026 deadline is June 1, 2022. Discussion on Charles Drive was a possible project that could be submitted. Gayle will work with Rick Simonar to work out details for submission.

*New TIF district creation process is started for May 2022 with Board approval in June 2022. All creation paperwork will be completed by October 31, 2022, deadline. Next meeting will be Wednesday, April 13, 2022, at 6:00 p.m.

*Spring 2022 construction work is basically the final pavement coat for Heritage Road, Frontier/Ash, Spartan Way and Division/Seidl.

*Frontier/Ash Street industrial Park 3-phase electric and gas will be put into the New 2022 TIF Plan.

*Radue-Northbrook Meadows topo survey completed, design and construction will start spring 2022.

11. DISCUSSION ON SECOND PAYMENT OF ARPA FUNDS; REDUCE DEBT OBLIGATION FOR FIBER INSTALLATION

President Seidl reminded the Board that the 1st payment for the ARPA funds were put towards the fiber installation project. He wanted the Board to voice their opinion's as to what project to put the 2nd payment which should be received in 2022. The consensus of the Board was to put towards the fiber installation debt. This should reduce the tax burden on residents for taxing year 2022. Motion (Barbiaux/Hurley) to approve the 2nd payment from the ARPA funds to be put towards the fiber installation debt at the Bank of Luxemburg. All ayes. Motion carried.

12. UPDATE ON DELAY OF CLOSURE OF THE TIF DISTRICT; FINANCIAL IMPACT

Clerk/Treasurer Stipe explained that after further research on the closure of the TIF district at last month's Board meeting, there are debt obligations that are still due in 2022 for payment in 2023. If the closure of the TIF District proceeds, the TIF District would not produce any increment for the 2022 year for payment in 2023. Clerk/Treasurer Stipe did not submit the dissolution resolution since the impact on the debt obligations for the Village would be drastically compromised. At this time, the Village will submit a dissolution resolution at the May 2022 Board meeting which is beyond the deadline of April 15, 2022. The residual funds that will be left after a closure of the TIF District will be distributed based on the split of the most recent taxing year. This would allow the Village and all other entities to have a larger sum of funds to distribute. The one-time funds that are distributed from the closure of the TIF district could have the potential of enough funds to cover the costs of three-phase electrical/gas for the industrial park.

13. UPDATE ON PAYMENT METHOD OPTIONS FOR WATER/SEWER BILLINGS (ACH/DOXO)

The Village Board would like a recap of the options for electronic payments for water/sewer billings. Clerk/Treasurer Stipe explained the options. 1. Automatic ACH from residents banking accounts. This process is free to the individuals that are utilizing it. The Village residents would need to sign up for the automatic ACH via the Village Hall. The individual would sign up, supply the banking information and a copy of a check and then the Village would initiate the ACH process for their water/sewer account. The payment is pulled from the persons account on the due date of the 20th of the month, unless the 20th falls on a weekend or holiday, it would be the next business day. 2. DOXO payments method is a software that allows individuals to utilize to make multiple payments from their accounts. The DOXO connection is on the Village's website. Once the process has completed for initiating a payment, DOXO will deposit the funds into the Village's checking account. The Deputy Clerk/Treasurer and the Clerk/Treasurer are notified via email for the transactions taking place. There are fees associated with service. 3. There are software applications that each bank offer to their customers as a service. Everyone would need to contact their bank and fill out the necessary paperwork. Most software applications require the person to put in a request for a payment and then the application sends the vendor a payment via check. There may be fees for this service dependent on the bank. There may be delays with checks via the postal service versus an ACH process.

14. REVIEW/APPROVE VOUCHERS

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

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

Ashley And Ross Holda, E1054 County Road N, Luxemburg for a Class B Beer/Liquor license for 831 Main Street, The Ahnapee Creamery & Café Motion (Barbiaux/Hurley) to approve the liquor license. All ayes. Motion carried. **Picnic:** St. Therese de Lisieux Parish 21st Annual Time & Talent Event on April 24, 2022, at Kewaunee County Fairgrounds; Kewaunee Lions Club Roar off the shore-Brewfest on March 26, 2022, at Kewaunee County Fairgrounds, Motion (Barbiaux/Olson) to approve the two picnic licenses mentioned above. All ayes. Motion carried.

16. COMMITTEE REPORTS

MiLissa Stipe, Clerk/Treasurer

*Informed the Board that the General Spring election will be held on April 5, 2022.

Rick Simonar-Public Works:

*Informed the Board that Heritage Road is in a bad condition, the quality of the reconstruction is not acceptable and will be working with the Engineer to work out the details for repairs.

*Expressed concerns for the portion of Main Street (roadway in front of Simonar Shell northerly to Rocky's Appliance) for drainage of the roadway. The old road would drain water to the center of the road due to the design. The new design was expected to move the water to curb/gutter and is still draining to the center of the roadway. Engineers will be contacted and hopefully some solution can be presented to resolve the issue.

*Painting of the water tower (inside) will be completed this spring/summer. The tower will be down, and Rick has informed the necessary groups (Fire Dept./Fermented Nutrition) to ensure that this painting project runs smoothly.

*Rick is working on a plan of action on cleaning out the clarifying ponds at the wastewater site. Whether it be mechanically cleaned or chemically cleaned is the issue. Costs and time are also a major factor in the process.

*Cody with Robert E. Lee & Associates is working on monitoring of the Village landfill site from (2) monitoring evaluations to a single monitoring evaluation.

*Fiber installation is still going.

Dan Porath-Trustee

*Discussion on drainage runoff issues behind JD Services. There are grade issues with the line of properties and the alley. The Village doesn't know if they can do anything since it would include multiple private properties.

President Seidl

*Informed the Board that the ground that is housed on the Village's property (Industrial Park) will be moved by Dorner Inc. by summer.

*DJ Massarts will be finishing up removal of their metal items as soon as the ground thaws.

*In reference to Zoning Administrator position, the position is on hold until elections in April 2022 are completed because of the impact of new members and who will be on board after elections.

*Spartan Construction is in the process of construction of a new storage building on 330 Ash Street.

*On March 23rd, Brown County Builders will be meeting with Board members to discuss future developments for the Village.

Chief Gulbrand-Police

*Radar reading/display units are here and is working with the New York Company to get apparatus/brackets for securing the radar units to multiple sites in the Village so that they can be moved easily.

17. ANY OTHER ISSUES

None

18. ADJOURN

Motion (Olson/ Hurley) to adjourn at 9:25 p.m. All ayes. Motion carried.

MiLissa Stipe

Clerk/Treasurer