

**LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, DECEMBER 12, 2023
MUNICIPAL OFFICE BUILDING
206 MAPLE STREET, LUXEMBURG, WI**

Members present: Dan Porath, Dan Olson, Dan Rueckl, Bob Seidl, Mike Faltynski, Lori Hurley, and Ron Tlachac. Others present: Clerk/Treasurer MiLissa Stipe, Public Works Rick Simonar, Engineer Gayle Lindenberg, Mark Fort, Paul Abts, Pete Klein, Police Chief Gulbrand and Betsy Burmeister.

1. CALL MEETING TO ORDER

The meeting was called to order at 7:00 p.m.

2. ROLL CALL

Members Dan Porath, Dan Olson, Dan Rueckl, Mike Faltynski, Bob Seidl, Lori Hurley, and Ron Tlachac.

3. ADOPT AGENDA

An addition of Resolution 12-2023A Village of Luxemburg Board Adoption of the Village of Luxemburg Sewer Service Area Plan 2043 under agenda item #8. Motion (Rueckl/Tlachac) to approve the agenda with the addition of resolution 12-2023A. All ayes. Motion carried.

4. COMMENTS FROM CITIZENS (SIGN-UP SHEET/3 MINUTES MAXIMUM)

None

5. APPROVE MINUTES FROM THE NOVEMBER 14, 2023, BOARD MEETING AND NOVEMBER 27, 2023, LEVY BOARD MEETING

Motion (Olson/Rueckl) to approve the minutes from the November 14, 2023, Board meeting. All ayes. Motion carried. Motion (Hurley) to approve the minutes from the November 27, 2023, Board meeting. All ayes. Motion carried.

6. MOTION/ACTION FINAL PLAT FOR THE MICOLEY DEVELOPMENT ON CHURCH ROAD

Engineer Gayle Lindenberg requested that the plat be tabled until January 9, 2024, since they are still ironing out stormwater issues for the development. There was discussion on the current plan for stormwater ponds that may need to be created in the green space area (out lot 2) that was previously identified as a small park for the development. If they decide to use the outlet 2 as an additional stormwater pond, where do they plan to install the park? Gayle will talk to the developer on this. Motion (Seidl/Tlachac) to table the final plat for the Micoley development until he January 2024 Board meeting. All ayes. Motion carried.

7. MOTION/ACTION ON ROBERT E. LEE & ASSOCIATES GPS & GIS SERVICES CONTRACT

Engineer Gayle Lindenberg gave the background of the process/equipment that is needed in order to create the database and the data collection for the locations of all the water & sewer lines/mains/laterals/valves and the stormwater lines. This will allow the public works staff the ability to find the lines for locating purposes (Diggers Hotline), water/sewer line breaks or any other issues that may arise. The system will allow expansion of the data for any documents that may enhance the location such as previous breaks or any other issues. The system can be developed for many other aspects such as trees or physical markers, parks features, and historical data as well. The cost of the system to start is \$7,186.00; once purchased the data collection would begin. This process takes time, possibly a few years. Once all the data is collected, there will be a charge from Robert E. Lee & Associates to compile the data

into the database system. Motion (Tlachac/Faltynski) to go ahead with the purchase of the equipment for the GPS/GIS system. All ayes. Motion carried.

8. MOTION/ACTION ON ADOPTION OF 2043 VILLAGE OF LUXEMBURG SEWER SERVICE AREA PLAN

Izzy Fuller, environmental planner from Bay-Lake Planning was present via Zoom and gave a brief outline of the sewer service area plan. A Technical Advisory Committee was created to provide input and oversight of the creation of the plan. The plan goes into detail for the land characteristics of the Village, the wastewater treatment facilities, growth and development trends, boundary analysis, plan implementation, environmental sensitive areas, detailed maps, and public hearing process to adopt the plan. The overall plan is developed to determine what is the best approach for future development in regard to the sewer service goals. After a brief discussion, Motion (Rueckl/Olson) made a motion to approve the 2043 Village of Luxemburg Sewer Service Area Plan and Resolution 12-2023A. (Hurley/Faltynski/Porath voted aye-Tlachac/Seidl vote nay) Motion carried.

9. NEW GATE SYSTEM FOR WASTEWATER TREATMENT PLANT (QUOTES FROM FORTRESS & CUSTOM FENCE)

The two quotes from Fortress and Custom Fence were presented and reviewed last month. Both quotes were similar in cost/equipment. Rick Simonar, Public Works Director sought a quote for a vertical lift gate, that quote was in excess of \$38,000.00. The length of the gate would be 20' foot wide slide gate and would have a photo eye opening capability. After discussion, a Motion (Tlachac/Seidl) to approve the Fortress Fence quote for the new gate system at the wastewater treatment plant. All ayes. Motion carried.

10. ENGINEER UPDATES, GAYLE LINDENBERG, ROBERT E. LEE & ASSOCIATES (REL)

*As discussed earlier, the final plat for the Micoley development has been tabled until the January 2024 Board meeting.

*WPS electric & gas installation in the Industrial Park off of Frontier Road received an estimate update to open cut the railroad tracks (still waiting on railroad permit) for the open cut. The estimate is \$223,519.00. The cost will need to be adjusted for 2024 rates. There would be a charge for the removal/installation of the railroad tracks, which would come from the railroad. A separate estimate for lighting will be forthcoming.

11. RESOLUTION 12-2023; SALARY INCREASES FOR TRUSTEE POSITIONS EFFECT MAY 14, 2024

The salary increases were previously approved at the October 25, 2023, Budget Board meeting, this resolution is for documentation of that approval. Motion (Rueckl/Seidl) to approve resolution 12-2023. All ayes. Motion carried.

12. MOTION/ACTION ON MATT SERVICES QUOTE FOR REPAIR OF STORMWATER ISSUE/DAVE SIMONAR ON HWY. AB/POND PARK

Discussion regarding the plan of action that Matt Services will complete for the stormwater issues coming from the pond park area to the east side of County Hwy. AB. This quote would install 420' of 18' plastic pipe with a concrete catch basin/steel inlet. The Village's portion would be \$12,000 and Dave Simonar's would be \$9,000. It was agreed that the Village would go ahead with the quote with the understanding that Dave Simonar would need to agree to this stormwater correction and if it doesn't repair the issue, the Village is not liable for any future issues. Motion (Tlachac/Seidl) to approve of the quote with the exception of Dave Simonar's agreement for any future issues, that the Village would not be liable. All ayes. Motion carried.

13. MOTION/ACTION TO APPROVE CHIEF INSPECTORS FOR ELECTION YEARS 2024-2025 (KATIE OLSON/BRENDA RECKELBERG/TAMMY SKARBAN/MILISSA STIPE)

Motion (Seidl/Olson) to approve the chief inspectors (Katie Olson/Brenda Reckelberg/Tammy Skarban/MiLissa Stipe) appointments. All ayes. Motion carried.

14. MOTION/ACTION ON AUTHORIZATION FOR PART-TIME POLICE OFFICER EMPLOYMENT AGREEMENT

Chief Gulbrand gave a brief background of the purpose of the employment agreement. The ultimate goal of the agreement is to allow full-time officers to be able to work on a part-time status with the Village without financial impunity if a situation exists (shooting in the village) that would incur time off (from full-time position) for the investigation. This agreement would accommodate the employee full-time wages. After a brief discussion, Motion (Tlachac/Rueckl) to approve/adopt the employment agreement. All ayes. Motion carried.

15. MOTION/ACTION OF AUTHORIZATION OF TRANSFER OF POLICE OFFICER AS OF JUNE 2, 2024

The new police officer position that was budgeted for the 2024 year and will start on June 2, 2024. The transfer of Officer Dorner will be completed. Chief Gulbrand would like to secure the position and lock Officer Dorner into the position. There was discussion on the pay ranges for the officer position. Motion (Faltynski/Hurley) to approve Officer Dorner for the full-time position starting on June 2, 2024. All ayes. Motion carried.

16. MOTION/ACTION FOR DISCUSSION ON WPS BILLING FOR WARNING SIRENS IN THE VILLAGE (MAPLE STREET/CHURCH ROAD)

Clerk/Treasurer Stipe explained that the electric billing for the sirens is currently being paid by the nuclear plant and they would like us to switch the bill to the Village. The cost is approximately \$350.00 per year. Clerk/Treasurer Stipe will contact the nuclear plant and WPS to correct the billing.

17. REVIEW/APPROVE VOUCHERS

Motion (Hurley/Rueckl) to approve the December 2023 vouchers. All ayes. Motion carried.

18. REVIEW/TAKE ACTION ON: BARTENDAR'S/OPERATOR'S LICENSES:

Picnic: Casco Lions Club, 3rd Annual Cornhole Tournament Fundraiser, Kewaunee County fairgrounds on January 6, 2024. Motion (Tlachac/Seidl) to approve the picnic license for the Casco Lions Club. All ayes. Motion carried.

19. COMMITTEE REPORTS

Chief Gulbrand

*The police officers were with Santa at his visit and started some good relationships with the children that attended.

*December-there will be firearms training

*Looking to the future-year 2025, the Village will need to look at purchasing a new squad.

Rick Simonar:

*We have all the equipment ready for snow removal.

*Christmas lights are up.

*Discussion on extra lighting on Main Street for the school (crosswalks to parking lot); possibly making an extension of a light that can attach to the existing flashing lights? The school owns the flashing lights and electrical is already there. Rick will discuss options with the school.

*Discussion regarding Fermented Nutrition and their recent spill and nontreatment of their effluent (waste). The flow that we are receiving is the same as last years issues. No treatment is being detected. The levels are extremely high and there are concerns over our clarifying ponds again due to the waste being released to our wastewater system. Discussion on not receiving the waste was discussed. Discussion on the recent spill, the cleanup, the DNR involvement.

MiLissa Stipe:

*Taxes have been mailed out on Wednesday 6th, 2023.

*A request from property owner, Dan Rank to de-annex from the Village of Luxemburg. Paperwork will be processed after the new year since I am waiting for confirmation from the Town of Luxemburg to accept Dan Rank's property back.

20. ANY OTHER ISSUES:

21. ADJOURN

Motion (Olson/Hurley) to adjourn at 9:33 p.m. All ayes. Motion carried.

MiLissa Stipe, Clerk/Treasurer