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VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday, August 14, 2013

6:00 p.m. @ Village Office

7505 Main Street West, Webster, WI

- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 6:00 p.m.
- II. **ROLL CALL** – Village President, Jeff Roberts; Trustees. Paul Berg; Kelly Gunderson; Kelsey Gustafson; Tim Maloney; Charlie Weis and Greg Widiker. Others present: Jeff Row, MSA; Joe & Sara Cremin, Starwire Technologies; Eric Kube, Habitat for Humanity; Kevin Flodin and Ken Macke, The Tap Bar & Grill, Inc.; Dake Smith; Greg Montgomery, Monarch Paving; Public Works Director, Jay Heyer; Police Chief, Michael Spafford; and Clerk-Treasurer, Patrice Bjorklund. Absent: None.
- III. **VISITOR RECOGNITION** – Village President, Jeff Roberts recognized all visitors present.
- IV. **UTILITIES – Chairman, Paul Berg:** Trustee, Berg gave the floor to Jeff Row, MSA. He gave a Watermain Improvements Update. The Water System Improvements project started the week of June 3rd with MinnComm and DeSantis Excavating installing the directional drilled sections of water main. The directional drilled segments of the project were completed in early July. The work continued with the open cut segments and the water services replacement. The majority of the water main and services have been installed with some remaining work on Locust and Kola Streets. The road construction has also begun on Birch Street with the removals, subgrade preparation and gravel placement. The tentative schedule for the remaining tasks for the project are as follows:
 - Week of August 12 and August 19 Complete water main and service installation
 - Week of August 12 and August 19 Subgrade preparation and fine grading
 - Week of August 19 Installation of curb and gutter
 - Week of August 26 and September 2 Placement of asphalt pavement
 - Week of August 26 and September 2 Seeding and restoration

Water Meters are currently out for bid. Jeff stated that the supplier and installation will be split as 2 separate bids. This will give the village more flexibility in deciding the “type” of water meter they want to install. He stated it will be bid with alternates.

Pay request for September approval was submitted for the water main project. DeSantis Excavating for \$90,569.12 and Municipal Well & Pump for \$942.60. Motion was made to approve those requests by Trustee, Berg; seconded by Trustee, Maloney. **Motion carried 7-0.**
- V. **JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis gave the floor to Dake Smith. Mr. Smith wants to build a bridge over the drainage ditch south of his property off of Hickory Street. He stated it would be a sturdy bridge that would be up to code. The bridge would consist of 4 red pine poles and 2 x 6 lumber would be placed across the bridge with rails. He said the bridge would come off of the Gandy Dancer Trail across the ditch by the old Burnett County Co-Op Building. The purpose of this bridge would be to accommodate snowmobiler’s access to actual snowmobile trails leaving the Village of Webster. The ditch is quite deep he stated (approximately 10’ – 15’ deep.) His neighbors are tired of snowmobiles crossing their property off of Hickory Street and he thought by building this bridge; it would alleviate traffic on their properties. Trustee, Weis stated that there already is a trail that Wonderland Snowmobile Club maintains currently. He also noted that crossing the drainage ditch would actually have to be done via his property to begin with. He was not in favor of this. The board agreed. There is access to the current trail via roadways and Chief; Spafford stated that snowmobile traffic can use roadways to get to the trails leaving the Village of Webster. Consensus of the board was to not allow the bridge to be built.
- VI. **DEVELOPMENT AND ANNEXATION – Village President, Jeff Roberts:** Village President, Roberts gave the floor to Eric Kube of Habitat for Humanity. He stated that building of the habitat home in Smith Pine’s Estates has been a long and slow process, but the home has passed its final inspection. There will be an Open House and Dedication

Service for the home on Sunday, August 18, 2013 @ 2:00 PM in Smith Pines Estates. The Dawn Sommer Family will be official new owners of the home at that time. He stated the home is handicapped accessible to accommodate Dawn's 2 granddaughter's who are special needs with Cerebral Palsy. He also mentioned that a handicapped accessible van was donated to the family as well. He wanted the board to know that the Fresh Start Program didn't materialize the results he had hoped. There was only one person who worked the Smith Pines project. There were 10 individuals who were disqualified because of government requirements, so the help just wasn't there, thus extending the project. Eric wanted to thank the village for their generous donation of the land for this family to build their home. He would like to ask the board's consideration for future donations of land for Habitat for Humanity. The board said they would be willing to look into this. Village President, Roberts stated that the board can look into this at the beginning of 2014 when Eric is welcome to be put on the agenda. Eric also wanted the board to know that they are now serving Washburn and Rusk Counties in Wisconsin. There is also a new ReStore Store that will open in Spooner next month. The St. Croix Falls ReStore Store has garnered \$175,000 so far in profits after bills have been paid.

VII. JUDICIAL – Chairman, Charlie Weis: The Tap Bar & Grill owners Kevin Flodin and Ken Macke were present. They wanted to discuss an outside Birthday Party that will take place at their establishment on September 28, 2013. They realized that the noise caused from the music in the tent would cause problems with the existing noise ordinance in the Village of Webster and they wanted to avoid issues. The board stated that this has to be a Special Event. They stated it was a Birthday Party. The board wants to look at the existing ordinance regarding Special Events and the Noise Ordinance in the Village of Webster. An upcoming Judicial Meeting will address these issues. In the meantime, the board wanted to know where the tent will be located on their property. They both stated the tent will go to the back of their building and there is an outside patio. People will be drinking in the tent and the patio and there will be a band inside the tent. The time for this event will need to be looked at. Both the board and The Tap Bar & Grill owners agreed that the party should take place between 8:00 p.m. and midnight (no later.) Adjoining Residential property owners would need to be notified and the noise would need to stay within the decibel level Trustee, Berg noted. Village President, Roberts stated that an application for the permit would need to be filled out for this event and neighbors need to be notified. The ordinances will be looked over at the next Judicial Meeting and both owners were invited to attend that meeting. Motion was made by Trustee, Berg to approve The Tap Bar & Grill the opportunity to hold a Special Event License for a Birthday Party on September 28, 2013 from 8:00 p.m. to midnight with noise taken into consideration and neighbors notified. Motion seconded by Trustee, Widiker. **Motion carried 7-0.**

VIII. APPROVAL OF MINUTES: Motion was made to approve the **(July 10, 2013 Regular Meeting Minutes)** by Trustee, Weis; seconded by Trustee, Gunderson. **Motion carried 7-0.** Motion was made to approve the **(July 24, 2013 Special Meeting Minutes)** by Trustee, Maloney; seconded by Trustee, Gustafson. **Motion carried 7-0.** Motion was made to approve the **(July 24, 2013 Personnel Meeting Minutes)** by Trustee, Maloney; seconded by Trustee, Gunderson. **Motion carried 7-0.** Motion was made to approve the **(July 24, 2013 Judicial Meeting Minutes)** by Trustee, Weis; seconded by Trustee, Widiker. **Motion carried 7-0.** Motion was made to approve the **(Public Property Minutes)** by Trustee, Weis; seconded by Trustee, Gustafson. **Motion carried 7-0.**

IX. APPROVAL OF VOUCHERS & RECEIPTS: July 10, 2013 – August 12, 2013 vouchers in the amount of; **\$120,990.43** as follows:

- General Fund - \$39,311.34
- Water Fund - \$69,116.34
- Sewer Fund - \$4,908.41
- Library Fund - \$7,654.34

And approval of receipts for: **July 10, 2013 – August 12, 2013** in the amount of **\$60,032.66**. Motion was made by Trustee, Widiker; seconded by Trustee, Gunderson to approve Vouchers in the amount of **\$120,990.43** and Receipts in the amount of **\$60,032.66**. **Motion carried 7-0.**

X. COMMITTEE REPORTS:

XI. PERSONNEL – Chairman, Kelly Gunderson: Trustee, Gunderson wanted to set a Personnel Meeting to discuss upcoming Union Contracts and other employee issues. He will coordinate this meeting with Judicial Chairman, Weis to hold the meeting the same night as the Judicial Meeting. He will notify committee members when a meeting will occur.

XII. UTILITY – Chairman, Paul Berg: Trustee, Berg will be holding a Utility Meeting on Wednesday, August 28, 2013 @ 6:00 PM.

XIII. FINANCE – Chairman, Greg Widiker: Trustee, Widiker opened his portion of the meeting with discussion of refinancing the library loan with the Board of Commissioners of Public Lands. The loan refinance was approved by the Board of Commissioners of Public Lands. Clerk-Treasurer, Bjorklund will send the loan distribution request for \$191,122.15 to be issued in the next few months to pay off the current outstanding Bremer loan for Construction and Remodel of the Larsen Family Public Library. The first payment will be due to the Board of Commissioners on March 15, 2014 with an invoice to arrive in October 2013. The first annual payment will be for \$16,019.71 with an interest rate of 4.25% and the loan will be for a period of 17 years.

Smith Pines Contract for sale of lots discussion took place. Currently, handling of the sale of those lots has been done by Mary Hafenstein of Coldwell Banker. The board looked at continuing with that realtor, or pursuing another realtor to do the sale of those lots. The board wanted to continue with Ms. Hafenstein of Coldwell Banker for a period of 2 years and a cost of \$10,000 per lot. Motion was made to continue with Coldwell Banker for a period of 2 years from 2013 – 2015 at a cost of \$10,000 per lot by Trustee, Gunderson; seconded by Trustee, Weis. **Motion carried 7-0.**

A handout of 2014 workmen’s compensation rates through the League of Wisconsin Municipalities Insurance was given in the boards packets by Clerk-Treasurer, Bjorklund. There was an increase to villages of 5.6%. This topic will be put on the upcoming Personnel Meeting for discussion.

XIV. STREETS – Chairman, Kelsey Gustafson: Discussion took place regarding bid opening for Balsam Street. There were 2 bids that were submitted. They were as follows:

- a) Taylor Paving - \$15,960.00
- b) Monarch Paving - \$18,303.00

Monarch Paving Representative, Greg Montgomery stated that his measurements were done by truck and his measurements were calculated with an extra 14’ of radiuses. Public Works Director, Jay Heyer stated that he did the specifications and measurements by wheel. His measurements were 710’ by 20’ and 3” thickness. Mr. Montgomery also stated that he also figured in extra flagging crew for the project. Motion was made to approve Taylor Paving’s bid of \$15,960.00 by Trustee, Berg; seconded by Trustee, Gustafson. **Motion carried 7-0.**

***Guest Jason Hansen arrived at 6:58 p.m.

XV. PUBLIC PROPERTY – Chairman, Tim Maloney: Trustee, Maloney discussed filling an area south of the fairgrounds for the purpose of future expansion of an RV/Campground site. Fill has been hauled into that area and the Webster Senior Center approved removal of a fence by their building to start filling the area. The fill came from the Watermain project excess material that DeSantis Excavating moved there. Seeding will need to be done to the area.

The Skateboard Park maintenance was discussed. Chief, Michael Spafford said there are many areas of the park that are a safety hazard and either need to be repaired or removed entirely. Trustee, Weis agreed. He would like to see a few areas removed. There are seams and screws exposed and those areas need to be repaired as well Chief, Spafford stated. Trustee, Berg asked if the shop class at the High School could do some of this work. Village President, Roberts stated that Jerry Olson’s class is going to ½ time. Trustee, Maloney stated that with time and materials the repairs would be under \$1,000 in his estimation. The board will take the steps to see that something is done to remedy this situation in the near future.

A sign for the new scoreboard at the ball field was discussed. The old scoreboard was moved from right field to centerfield Trustee, Maloney stated. There is a 3’ x 6’ area above the new scoreboard that would hold a nice sign. Village President, Roberts proposed putting a memorial sign saying something like “Welcome to Brownie Sears Field” above the scoreboard. He also stated that this space could be used for advertising. Trustee, Berg would like to see advertising put on the fence around the field. Motion was made by Trustee, Weis to memorialize Brownie Sears with a 3’ x 6’ (or the exact size sign) stating “Welcome to Brownie Sears Field” above the scoreboard and have the sign painted by Northland Sign Company in Grantsburg, WI; seconded by Trustee, Gunderson.

Motion carried 7-0. Another note to the scoreboard was that Village President, Roberts stated that the old scoreboard poles need to be removed and the shrubs will also need to be removed. When Public Works Director,

Heyer and Operator, Phernetton get more time to do so they will. Village President, Roberts also wants to see Flag Pole discussion taking place at the 2014 Budget.

XVI. JUDICIAL – Chairman, Charlie Weis: Trustee, Weis discussed the Central Burnett County Fair. Fair Board President, Charlie Scott and Vice-President, Doug Plath was not present at tonight's meeting. In the near future, Charlie Scott; Doug Plath; Village President, Jeff Roberts; Judicial Chairman, Charlie Weis and Police Chief, Michael Spafford will meet to discuss procedures for the beer garden and change in village ordinances for picnic licenses for next year's fair.

Attorney services discussion took place. Currently, the Village of Webster's village and municipal court attorney is Adam Benson. The fees for his services are \$200 per hour. The fees recently went from \$125 per hour to \$200 per hour; thus encouraging the board to ask Clerk-Treasurer, Bjorklund to ask around for other bids from other attorneys for a more reasonable rate. Clerk-Treasurer, Bjorklund will send a RFP (Request for Proposal) to a few attorneys in the area and have them submit bids by next month's meeting for their fees and services. She will put this on next month's agenda for discussion.

XVII. Jason Hansen of Zia Louisa was present. He realized that there have been complaints regarding the outside music being too loud at his business. There were complaints last Sunday, Monday and Tuesday Chief, Spafford noted. He realized that the noise caused from the music in his pavilion would cause problems with the existing noise ordinance in the Village of Webster and he wanted to avoid issues. The board stated that this has to be a Special Event if he is holding outside music. Jason stated that when he applied for his variance permit there was no problem with the board and neighbors having outside music there. Clerk-Treasurer, Bjorklund let Mr. Hansen know that when he originally applied for a variance permit it was for a cooler and there was no mention at that time of outside music in that variance permit. Chief, Spafford reiterated that if neighbors were informed of his decision to hold outside music he was certain that they would have objected. Mr. Hansen also stated that the noise ordinance in the Village of Webster addresses Residential properties and Clerk-Treasurer, Bjorklund stated that this was an ordinance that addresses noise in the village not specific areas. The board and Chief Spafford agreed. The board wants to look at the existing ordinance regarding Special Events and the Noise Ordinance in the Village of Webster. An upcoming Judicial Meeting will address these issues. In the meantime, the board wanted to know when he will be having outside music. He stated that he will let the board know ahead of time, but the events that he knows about so far are this Friday, August 16, 2013 from 8:00 p.m. to midnight. He will also be holding one on September 27, 2013; October 4, 2013 and October 11, 2013. He will also let the board know ahead of time others that he will schedule. They discouraged music after 10:00 p.m. during the week to avoid issues with the neighbors. Jason agreed. He will turn the music down after 10:00 p.m. during the week. Both the board and Mr. Hansen agreed that the music events should take place between 8:00 p.m. and midnight (no later) on week-ends. Adjoining residential property owners would need to be notified and the noise would need to stay within the decibel level Trustee, Berg noted. Village President, Roberts stated that an application for the permit would need to be filled out for the August 16, 2013 event and neighbors need to be notified. The ordinances will be looked over at the next Judicial Meeting and Jason Hansen will be invited to attend that meeting. Motion was made by Trustee, Weis to approve Zia Louisa the opportunity to hold a Special Event License for outside music at his pavilion on Friday, August 16, 2013 from 8:00 p.m. to midnight with noise taken into consideration and neighbors notified. Motion seconded by Trustee, Gunderson. **Motion carried 7-0.**

Resolution 2013-5 regarding Black Bear Citizen Safety was looked over. The Resolution is addressed to the Honorable members of the Burnett County Board of Supervisors. The resolution asked to reduce the number of bears to a safer and more tolerable level in the very near future. It asked the Department of Natural Resources take the necessary actions required to immediately reduce, and then monitor, the black bear population in the northwestern region of Wisconsin in order to protect the safety of the people and the welfare of the communities. Trustee, Weis asked why this Resolution was created. Clerk-Treasurer, Bjorklund told the board that the Public Safety Committee created the same Resolution and submitted it to the Burnett County Board of Supervisors and asked that our municipality develop the same Resolution for our village. The board tabled discussion on this Resolution until further clarification by the Public Safety Committee addressed how the population would be reduced. Would it be to issue more kill tags? Will the bear be relocated? Motion was made by Trustee, Weis that until these answers are addressed, the board will table this discussion and the Resolution will not be approved at this time; seconded by Trustee, Berg. **Motion carried 7-0.**

Police Report was read by Chief, Spafford. There were 112 complaints garnered from July 10, 2013 to August 14, 2013. The St. Croix Tribe donated \$1500 to the Webster Bike Rodeo for the BMX shows that took place during the

August 10, 2013 Gandy Dancer Days. There were 3 shows. Chief, Spafford said the shows were very well received. Village President, Roberts said there was nothing but good reviews from people he had spoken to and he enjoyed it. Other board members agreed. They would like them to come back next year they stated. Chief, Spafford mentioned that 38 bikes were given away and a Play Station III and a Wii were also given away as well as other prizes. It was a great success he stated.

Five Operator's Licenses for Zia Louisa were read and approved on a motion by Trustee, Widiker; seconded by Trustee, Gustafson. **Motion carried 7-0.**

A Land Use Permit for a small cabin "style" house on Willow Street for Donald Boland was read. Also, a Land Use Permit for Dennis Boyd was presented for a bathroom. There were questions as to the size of the bathroom and the cost. Clerk-Treasurer, Bjorklund will check with Mr. Boyd regarding these questions.

Village President, Roberts would like to see a street dance take place next year during Gandy Dancer Days. He checked on the price of having the Hair Balls coming to do the venue next year. He said the cost was \$25,000. This was out of reach as far as cost, so other bands should be looked at he stated.

XVIII. DEVELOPMENT AND ANNEXATION COMMITTEE: Village President, Roberts had nothing new to report.

- A. WEBSTER RURAL FIRE DEPARTMENT – Trustee, Maloney:** Trustee, Maloney stated that the Webster Rural Fire Association Meeting took place on Thursday, July 18, 2013 @ 7:00 p.m. at the Fire Hall. He did not have details of that meeting at this time, but will bring to next month's meeting. Trustee, Weis stated that there will be training that takes place through WITC and there are 29 new members.

***Trustee, Weis left the meeting at 7:45 p.m.

1) FUTURE MEETINGS:

- a) **Water Meter Bid Opening Meeting (Tuesday, August 27, 2013 @ 11:00 p.m.)**
- b) **Utility Meeting (Wednesday, August 28, 2013 @ 6:00 p.m.)**
- c) **Regular Monthly Board Meeting (Wednesday, September 11, 2013 @ 6:00 p.m.)**

XIX. ADJOURNMENT. Motion by Trustee, Gunderson; seconded by Trustee, Gustafson to adjourn at 7:52 p.m. **Motion carried 7-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer

August 15, 2013

***These minutes are subject to approval at next month's Regular Meeting.