



VILLAGE OF WEBSTER

REGULAR MEETING

BOARD MINUTES

Wednesday, June 12, 2013

Village Office

7505 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 6:15 p.m.
 - II. **ROLL CALL** – Village President, Jeff Roberts; Trustees. Paul Berg; Kelly Gunderson; Kelsey Gustafson; Tim Maloney and Charlie Weis. Others present: Charlie Scott, Fair Board President; Dave Rasmussen, MSA; Jeff Row, MSA; Sherrill Summer, Inter County Leader; Public Works Director, Jay Heyer; Police Chief, Michael Spafford and Clerk-Treasurer, Patrice Bjorklund. Absent: Trustee, Greg Widiker.
 - III. **VISITOR RECOGNITION** – Village President, Jeff Roberts recognized all visitors present.
 - IV. **UTILITIES – Chairman, Paul Berg:** Trustee, Berg gave the floor to Dave Rasmussen, MSA. The Bond Resolution approval and Financial Assistance Agreement will be addressed at a Special Board Meeting on June 13, 2013 @ 3:15 p.m. The Agenda wording for this was incorrect and a special meeting needed to take place. The closing on the loan for the water project will take place on June 26, 2013 and \$80,000 will be available at that time. As DeSantis Excavating submits pay requests they will be presented at the monthly board meetings. After that, payouts can take place. Jeff Row discussed how the water project is going so far. He stated that construction is going along and there are no major problems to report.

Joe and Sara Cremin were present. They wanted to expand their options in the village for internet service. They are working with Northwestern WI Electric to assign some of the service cables on their electric poles. They are allowing them to do so. The wires are very small in diameter Joe stated. His request is to see if the village would allow their company (Starwire Technologies) to run some of their cable adjacent to the underground utility easements in the village. Public Works Director, Heyer would like to see all the service placed on the overhead electric poles instead. He stated that it is always hard when the Public Works Department has to do utility work and there is cable in the way. He stated that if the cable is buried, please place it next to an existing line so as not to be in the way of existing underground lines in place. He would like those cables placed by the gas and phone lines so everything is in that area is away from the village water/sewer utilities. Joe assured Public Works Director, Heyer that his company will work closely with the utility department before installing. Trustee, Maloney asked where they want to start installing the service? He stated that they will be starting small in a test area in the alley north of Main Street businesses to the Fairgrounds. There will be a receiver mounted on the old High School with wires going to customers. It will be a small green splitter “type” box that will be placed with a property owner on their property. He said all service will be placed initially on the power poles as this is less expensive. The board stated that Starwire Technologies needs to draft an agreement with an attorney and present to the village board. In the agreement it needs to be noted that installation needs to be approved by the Director of Public Works before proceeding. When the board sees the agreement, they will share it with the village attorney. The Cremin’s are aiming for an August 2013 start date. More discussion will take place at next month’s meeting.

- V. **STREETS – Chairman, Kelsey Gustafson:** Trustee, Gustafson opened discussion regarding mowing bids. The most recent bid was in 2010 with Yellow River Construction. The bid at that time was \$3,650 per year. The bid presented at this meeting was \$5,350 per year for a period of 2 years from Keith Martini of Yellow River Construction. The board asked why there was such an increase. He explained that with costs of maintenance, fuel and the fact that there are more areas that needed mowing than anticipated with the original mowing bid in 2010 explains that increase. He explained that any additional mowing outside the regular mowing bid would be charged @ \$78 per hour. Trustee, Berg would like to see the specifications changed to include mowing of the sewer ponds. He stated that this is where additional mowing occurs. Clerk-Treasurer, Bjorklund will add this to the specifications for the 2015 bid process. Motion was made by Trustee; Berg to accept Yellow River Construction’s bid for \$5,350 per year for a period of 2 years with additional mowing done @ \$78 per hour, seconded by Trustee; Gustafson. **Motion carried 6-0.**

- VI. PUBLIC PROPERTY – Chairman, Tim Maloney:** The question came up from Fair Board President, Charlie Scott if the fair could use the remodeled bathrooms for the fair. He stated that they will have to hire someone to clean the facility. Trustee, Maloney stated as long as they are kept clean once a day during the fair he felt this would not be a problem. They will need to be locked at 10:00 p.m. each day also. Charlie will go back to his board and report this and let the village board know their decision at next month’s Regular Board Meeting.
- VII. APPROVAL OF MINUTES:** Motion was made to approve the **(May 8, 2013 – Regular Board Minutes)** by Trustee; Weis, seconded by Trustee; Gunderson. **Motion carried 6-0.** Motion was made to approve the **(May 15, 2013 – Board of Review Minutes)** by Trustee; Maloney, seconded by Trustee; Weis. **Motion carried 6-0.** Motion was made to approve the **(June 5, 2013 – Personnel Minutes)** by Trustee; Maloney, seconded by Trustee; Weis. **Motion carried 6-0.** Motion was made to approve the **(June 5, 2013 – Finance Minutes)** by Trustee; Weis, seconded by Trustee; Gustafson. **Motion carried 6-0.** Motion was made to approve the **(June 5, 2013 – Public Property Minutes)** by Trustee; Maloney, seconded by Trustee; Gustafson. **Motion carried 6-0.** Motion was made to approve the **(June 10, 2013 – Judicial Minutes)** by Trustee; Gunderson, seconded by Trustee; Weis. Motion carried **6-0.**
- VIII. APPROVAL OF VOUCHERS & RECEIPTS: May 7, 2013 – June 10, 2013** vouchers in the amount of **\$110,884.02** as follows:
- a. General Fund - \$72,008.28
 - b. Water Fund - \$20,200.65
 - c. Sewer Fund - \$9,522.00
 - d. Library Fund - \$9,153.09
- And approval of receipts for: **May 7, 2013 – June 10, 2013** in the amount of **\$13,124.51.** Motion was made by Trustee; Gustafson, seconded by Trustee; Gunderson to approve Vouchers in the amount of **\$110,884.02** and Receipts in the amount of **\$13,124.51. Motion carried 6-0.**
- IX. COMMUNICATIONS –** A copy of a newspaper article from the Inter-County Leader was placed in all members packets. The article was written by Leader Staff Writer, Gregg Westigard and was titled Ambulance planning meeting questioned. It went on to say that a meeting of some town officials prior to the April 25 Towns Association meeting was questioned by Grantsburg Village President Glenn Rolloff at the village board meeting Monday, May 13. He claimed that the vote by Webster to support the present ambulance service payment system was the result of what he called a “closed” meeting in Jackson. It also went on to say that Lorraine Radke, Clerk for the Town of Jackson stated it was an “informal meeting” and it was to discuss the ambulance contract. It was held at the request of the Town of Scott and took place at the Town of Jackson because it was a central location for the concerned municipalities who were not in favor of Grantsburg’s proposal. All municipalities were invited to attend. She also went on to say that it was a gathering and was posted locally as an informal meeting. The article went on to state that the Webster Village Board voted six to zero to stay with the present formula at its April 23 meeting. President, Roberts as well as Trustee, Maloney went on to state that this was an unfair portrayal of the village’s stance on this subject as they were the only municipality mentioned in this article detailing a “closed” meeting. President, Roberts had contacted President, Rolloff prior to the vote so he was aware of the Village of Webster’s desire to be fair to the neighboring townships that would all see a large increase to their subsidy payments.
- X. COMMITTEE REPORTS:**
- XI. PERSONNEL – Chairman, Kelly Gunderson:** Trustee, Gunderson had nothing new to report.
- XII. FINANCE - Chairman, Greg Widiker:** Trustee, Widiker was not in attendance; therefore Village President, Roberts presented the 2014 – 2015 Nordquist Appraisal Assessors’ Contract for approval. It was the consensus of the board that they are doing a good job and they would like to extend their contract for \$4,000 per year through 2015. Motion was made by Trustee; Berg to accept their contract at \$4,000 per year through 2015, seconded by Trustee; Gustafson. **Motion carried 6-0.**

Trustee, Maloney opened the conversation regarding refinance of the Larsen Family Public Library Loan. This discussion took place at the June 5, 2013 Finance Committee Meeting. At that time, the committee requested that the library refinance with Board of Commissioners of Public Lands for a loan period of 17 years. The interest rate would be 3.75% at a onetime payment to be made each spring in the amount of \$15,517.65. The library was

receptive to this and will make its decision at next month's Library Board Meeting. Trustee, Maloney who serves on the Library Board will present his findings at next month's Regular Board Meeting.

XIII. PUBLIC PROPERTY – Chairman, Tim Maloney: Trustee, Maloney discussed the Otto Bremer Grant that was granted for the Dog Park. The plan with those monies is to put a handicap access trail that is tarred around a good portion of the fenced in area as well as future handicap accessible playground equipment. Eventually there will be a sheltered area and flower beds put in place. The grant issuance was \$55,000. The grant is managed by DSI representative Joe Wacek. They had applied for \$61,000. This project will be done in phases as the scope of the project is not covered by the grant funding. Some of the work will be done by volunteers such as DSI workers and Anytime Fitness which will help with costs. The trail will be 8' in width. There is no definitive start date at this time. Trustee, Maloney will discuss this further at future meetings.

Chief, Spafford wanted the board to be aware of the fact that the playground apparatus located by the Gandy Dancer trail is leaning to the east. He stated that when it was assembled, no pads were poured. Public Works Director, Heyer will look into what they can do to make the unit more stable.

XIV. STREETS – Chairman, Kelsey Gustafson: Trustee, Gustafson discussed curb and line painting in the village. He has spoken with Public Works Director, Mike Bentley with the Village of Siren. They have their own curb and line painting machine that they use and we could rent. Trustee, Gustafson stated that he would prefer hiring the work with Fahrner Asphalt this year. His reasoning is with the extensive water projects that are taking place in the Village of Webster this summer; it would be very difficult for the Village of Webster crew to do this work. Fahrner Asphalt came in with a proposal to paint curbs and lines on Main Street and the highways in the amount of: \$5,185. Trustee, Maloney made the motion to have Fahrner Asphalt do the painting in the amount of \$5,185 as long as there is no conflict with current construction. He would like to see the work done by the 4th of July. Motion seconded by Trustee, Gunderson. **Motion carried 6-0.**

XV. JUDICIAL – Chairman, Charlie Weis: Trustee, Weis gave the floor to Chief, Spafford to present his Police Report. He stated that there were 87 calls this month with 12 tickets-arrests made. Mowing notices have been sent out and of those notified 3 were not mowed. The village hires Bruce's Auto to do this mowing and charges the fees as a special assessment on the property owner's tax roll. Clean-up of the Nef's property took place. The home is up for tax deed sale and a 10-yard dumpster was ordered and scheduled clean-up will take place on Sunday, June 16, 2013 by Derek Petersen. Clerk-Treasurer, Bjorklund will keep track of his time and costs related to the clean-up and place as a special assessment on the property tax roll.

"All license requests were read and motions and approvals are as follows:"

1. Motion was made by Trustee; Gunderson, seconded by Trustee; Weis to approve Liquor, Beer and Wine Licenses. **Motion carried 6-0.**
2. Motion was made by Trustee; Berg, seconded by Trustee; Gustafson to approve Non-Intoxicating Licenses. **Motion carried 6-0.**
3. Motion was made by Trustee; Maloney, seconded by Trustee; Weis to approve Tobacco Licenses. **Motion carried 6-0.**
4. Motion was made by Trustee; Gustafson, seconded by Trustee; Weis to approve Pool Table Licenses. **Motion carried 6-0.**
5. Motion was made by Trustee; Maloney, seconded by Trustee; Berg to approve a Mobile Home License. **Motion carried 6-0.**
6. Motion was made by Trustee; Gunderson, seconded by Trustee; Weis to approve Operator's Licenses. **Motion carried 6-0.**

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

A. WEBSTER RURAL FIRE DEPARTMENT – Trustee, Maloney: Trustee, Maloney stated that the Fire Meeting will take place next month.

1) FUTURE MEETINGS:

- a) **Well Rehab Preconstruction Meeting: June 13, 2013 @ 11:00 a.m. in the Village Office.**
- b) **Special Board Meeting: June 13, 2013 @ 3:15 a.m. in the Village Office.**
- c) **Cemetery Meeting: June 19, 2013 @ 6:00 p.m. in the Village Office.**

XVII. ADJOURNMENT. Motion by Trustee; Maloney, seconded by Trustee; Weis, to adjourn at 7:30 p.m.
Motion carried 7-0.

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer

June 13, 2013

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