



**VILLAGE OF WEBSTER**

# REGULAR MEETING BOARD MINUTES

Wednesday, March 12, 2014

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; Kelsey Gustafson; Tim Maloney; Charlie Weis; Darrell Sears and Greg Widiker. Others present: David Rasmussen – MSA; Sherill Summer, Inter-County Leader; Burnett County Sentinel; Public Works Director, Jay Heyer; Police Chief, Michael Spafford; Clerk-Treasurer, Patrice Bjorklund; Absent: None.
- III. **VISITOR RECOGNITION** – Village President, Jeff Roberts recognized all visitors present.
- IV. **PUBLIC UTILITIES** – David Rasmussen, MSA noted that there is a balance due to Desantis Excavating in the amount of \$18,577.50 for the water project. There are a few minor punch items left to be paid as well. The Safe Drinking Water Loan (SDWL) program totaled \$749,054.07. This includes the final pay request for Desantis Excavating and \$8,817.30 for engineering to MSA. The CDBG total of \$331,076.57 includes \$6,280.00 of CDBG funds that are yet to be drawn down. The drawdown will be done shortly. Total project costs are as follows: \$749,054.07 (SDWL); \$331,076.57 (CDBG) and \$75,607.06 (Village). The combined totals for everything are: \$1,155,737.70. The (SDWL Loan) was \$251,426.07 and (SDWL Principal Forgiveness) was \$497, 628.00 for a total of \$749,054.07. The water project needs to be closed out by May 1, 2014.
- V. **APPROVAL OF MINUTES – February 12, 2014 \*Regular Meeting** – Motion was made to approve the Regular Meeting Minutes by Trustee, Weis; seconded by Trustee, Widiker. **Motion carried 7-0.** **March 10, 2014 \*Judicial Meeting** – Motion was made to approve the Judicial Meeting Minutes by Village President, Roberts; seconded by Trustee, Berg. **Motion carried 7-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS : February 11, 2014 – March 10, 2014** vouchers in the amount of;  
**\$208, 685.43** as follows:
  - a. General Fund - \$138,040.70
  - b. Water Fund - \$25, 845.01
  - c. Sewer Fund - \$21,369.11
  - d. Library Fund - \$23,430.61And approval of receipts for: **February 11, 2014 – March 10, 2014** receipts in the amount of **\$99,032.56**. Motion was made by Trustee, Gustafson; seconded by Trustee, Maloney to approve Vouchers in the amount of **\$208, 685.43** and Receipts in the amount of **\$99,032.56**. **Motion carried 7-0.**
- VII. **COMMUNICATIONS:** USDA Rural Development Summary of Programs was handed out to all members.

## VIII. COMMITTEE REPORTS:

- IX. PERSONNEL – Village President, Jeff Roberts:** Village President, Roberts reminded the board that there will be a Personnel Meeting on March 27, 2014 @ 6:00 p.m. All members will need to be present at this meeting.
- X. PUBLIC UTILITIES – Chairman, Paul Berg:** Trustee, Berg gave the floor to Public Works Director, Heyer. Trenchless Pipe Repair, LLC from North Branch, MN came to repair a water pipe that had burst underneath Larsen Family Public Library in August 2013. The burst of the 3/4" copper water pipe needed to be replaced with a 1" copper water pipe on August 8, 2013. There was an original bill dated August 5, 2013. The final bill is \$1,100.00. The issue is that they came to do the work, however; they did not do the work asked of them. The question for the board is what do we pay them? They did not do the work requested. The consensus of the board was to contact them and get a breakdown of costs for what they did on August 8, 2013. They will then decide at the April 9, 2014 Regular Board Meeting what they will pay this company.
- XI. FINANCE – Chairman, Greg Widiker:** Trustee, Widiker gave the floor to Chief, Spafford. Discussion took place regarding a Federal Grant for squad computer systems that will allow writing tickets, etc. in the squad cars. The following is a list of expenses for this grant: (2) Panasonic Tough Books \$7,040.00; (2) Docking Stations \$918.00; (2) Docking Power Supplies \$248.00; (2) Crown Vic Docking Station Mounting Hardware \$444.00; (2) Brother PJ6 Thermal Printers and Cables \$548.00; (2) Headrest Printer Mounts \$538.00; 256 GB SSD Upgrade DVD/CD Add on \$1,570.00 and 36 Rolls of Paper \$215.00. Reimbursement for Wages to go to training \$2,733.20. Total village share for this grant would be \$5,374.20 and Federal share would be \$11,306.00. Chief, Spafford stated that he should hear in the next week or so if the Webster PD received this grant. Total cost for the federally mandated system is \$16,680.20. This price does not include installation. All purchases are made through Baycom.
- SLEET Software discussion took place. Currently, the Webster PD has this software and they would like to update the software for the court, Chief, Spafford noted. Upgrade for the PD and the court would be \$1,000.00 per year for a period of 5 years. This would include all support and upgrades. He felt \$500.00 for both entities is a fair price. A conference call is set up for Chief, Spafford; Court Clerk, Tessa Anderson and former Court Clerk, Brandy Horstman at 11:00 a.m. on Thursday, March 13, 2014 to discuss the software and the costs. The board felt that this was a good move for the court, as the TIPS software upgrade would cost \$13,500.00.
- XII. PUBLIC PROPERTY – Chairman, Tim Maloney:** Trustee, Maloney discussed window replacement for the village office. All members had a copy of the invoice from Arrow Building Center in their packets. Cost for the window was \$335.67. Clerk-Treasurer, Bjorklund stated that the cost to remove the old window and replace the new window would be done by A to Z Contracting. He quoted a price of \$300.00 to Public Works Director, Heyer. Motion to approve the replacement of the window was made by Trustee, Maloney; seconded by Trustee, Sears. **Motion carried 7-0.**

Library window replacement was discussed. A juvenile aged 17 years old admitted to shooting at the library window with a bb gun Chief, Spafford stated. There is a police report done on this, and he will appear in Webster Municipal Court in April, 2014 and be tried as adult for the crime.

**XIII. STREET COMMITTEE – Chairman, Kelsey Gustafson:** Trustee, Gustafson had nothing new to report.

**XIV. JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis gave the floor to Chief, Michael Spafford to read the current Police Report and there were 13 instances.

Ordinance Amendment 1-2014 regarding Firearms and Weapons was read. Motion was made by Trustee, Weis to approve the ordinance; seconded by Trustee, Sears. **Motion carried 7-0.**

**XV. DEVELOPMENT AND ANNEXATION COMMITTEE:** Village President, Roberts noted that Rick Estridge, owner of Copycat Hearth and Home would like to buy or have the village donate a small parcel that is located north of his store. Public Works Director, Heyer along with Mark Krause, Surveyor for Wagner Surveying would like to wait until spring to look over the village-owned parcel to see if they would be interested in selling or donating. The board agreed. This will be discussed at a later time.

1) **WEBSTER RURAL FIRE DEPARTMENT – Trustee, Maloney:** Trustee, Maloney had nothing new to report. He stated that the next meeting will take place on March 20, 2014.

2) **FUTURE MEETINGS:**

a) **Personnel Meeting (Thursday, March 27, 2014 @ 6:00 p.m.)**

b) **Regular Board Meeting (Wednesday, April 9, 2014 @ 6:00 p.m.)**

**XVI. ADJOURNMENT.** Motion by Trustee, Widiker; seconded by Trustee, Maloney to adjourn at 6:58 p.m. **Motion carried 7-0.**

Respectfully submitted,

*Patrice Bjorklund*

Patrice Bjorklund, Clerk-Treasurer, March 13, 2014

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

---

Village President, Jeff Roberts

---

Trustee, Paul Berg

---

Trustee, Kelsey Gustafson

---

Trustee, Tim Maloney

---

Trustee, Darrell Sears

---

Trustee, Charlie Weis

---

Trustee, Greg Widiker

Attest: \_\_\_\_\_  
Clerk-Treasurer, Patrice Bjorklund