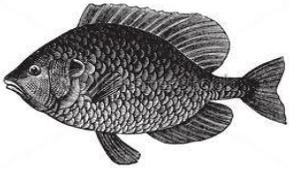


# REGULAR MEETING BOARD MINUTES

Wednesday – December 9, 2015 @ 6:00 PM  
7505 Main Street West, Webster, WI



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**VILLAGE OF WEBSTER**

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- 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: Tim Maloney; Darrell Sears; Greg Widiker; Kelsey Gustafson; Sarah Casady and Charlie Weis. Others present: Todd Beckman, Burnett County Sentinel; Dave Rasmussen, MSA; Mike Hagness, MSA; Sid Sherstad, Siren Telephone; Joe Wacek, DSI; Public Works Director, Jay Heyer; Chief, Michael Spafford and Clerk-Treasurer, Patrice Bjorklund. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – There were no changes made at this time.
- IV. **VISITOR RECOGNITION** – Village President, Roberts recognized all visitors present.
- V. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Trustee, Tim Maloney gave the floor to Joe Wacek of DSI. He gave updates for the Webster Dog Park. As facilitator of the grant process and financial coordinator for the Webster Dog Park monies, he wanted the board to know that he had applied for a \$15,000 grant from Snapple and Dr. Pepper Corporation. He stated that the grant had been awarded. He will be purchasing handicapped accessible playground equipment and install it in the spring. He thanked the village for having the parking lot and walking trail striped. Trustee, Maloney asked about base for the playground. Joe stated that he had looked at base and decided that the wood chips are not the way to go. Ground Rubber is very expensive he stated. He is going to research fine playground “type” sand from Hopkin’s Sand and Gravel. He thanked the board, the Public Works Department and Clerk-Treasurer Bjorklund for all their help with this venture.
- VI. **DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** Village President, Roberts gave the floor to Sid Sherstad of Siren Telephone. He applied for a grant in the amount of 150,000 for Broadband Expansion through the Public Service Commission for the Village of Webster. He stated that the grant is not issued to him until work is done. He would like permission to start installation of Broadband Service in the Spring of 2016. He stated he owns property on Hickory/FF and Sturgeon currently. That is where he will be putting the main box for the services. All individuals who want broadband service would have that put on their property once all service is established through directional boring by PUSH from Rice Lake, WI. He would bury the line in May or June of 2016 and July and August of 2015 he will turn up dirt 5 – 7 feet behind the curbs. Motion was made by Trustee, Widiker to approve Broadband Expansion Service in the Village of Webster by Siren Telephone. An agreement will be drawn by the village attorney and Siren Telephone will be required to be in very close contact with Public Works Director, Heyer during the process. Motion was carried by Trustee, Weis. **Motion carried 7-0.**

**VII. UTILITIES – Chairman, Darrell Sears:** Village President, Roberts gave the floor to Dave Rasmussen of MSA. Dave wanted to thank the board for their continued relationship with MSA Services. After Dave spoke, Village President, Roberts gave the floor to Mike Hagness of MSA. He presented the Change Order No. 1 for Lift Station #1 pumps from KSB to Hydromatic with an increase of \$748. Lift station #2 pumps will remain Flygt pumps. Lift Station #3 pumps from KSB to Flygt with a decrease of \$335 for a total addition of \$413. Motion to approve Change Order No. 1 for Lift Stations #1, #2 and #3 for an addition of \$413 with substantial completion days from 4/20/2016 – 7/22/2016 by Trustee, Sears. Motion seconded by Trustee, Casady. **Motion carried 7-0.**

Mike H. also discussed the Notice to Proceed on the project for Lift Stations #1, #2 and #3 Rehabilitation. The work will be done by Contractor A-1 Excavation, Inc. in Bloomer, WI. The Contract will commence to run on 12/10/2015. On or before that date, the date of Substantial Completion is 6/7/2016, and the date of readiness for final payment is 7/22/2016. Motion was made by Trustee, Maloney to approve the Notice to Proceed with A-1 Excavation, Inc. Motion was seconded by Trustee, Sears. **Motion carried 7-0.**

**VIII. APPROVAL OF MINUTES:** Motion was made by Trustee, Gustafson to approve the November 11, 2015 Budget Hearing Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the November 11, 2015 Regular Meeting Minutes; seconded by Trustee, Weis. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the Personnel Committee Meeting Minutes; seconded by Trustee, Casady. **Motion carried 7-0.**

**IX. APPROVAL OF VOUCHERS & RECEIPTS: November 10, 2015 – December 7, 2015** vouchers in the amount of; **\$55,430.47** as follows:

- a. General Fund - \$36,151.90
- b. Water Fund - \$5,796.54
- c. Sewer Fund - \$7,397.72
- d. Library Fund - \$6,084.31

and approval of receipts for: **November 10, 2015 – December 7, 2015** receipts in the amount of **\$594,478.22.** Motion was made by Trustee, Weis; seconded by Trustee, Widiker to approve vouchers in the amount of **\$55,430.47** and receipts in the amount of **\$591,478.22.** **Motion carried 7-0.**

**X. COMMUNICATIONS:** Clerk-Treasurer, Bjorklund asked the board to hold the 2016 Caucus in January on January 13, 2016 at 5:45 p.m. prior to the January Regular Board Meeting. The board agreed. The board was provided copies of the November 2016 Burnett County Newsletter and the League of WI Municipalities Insurance MPIC Property Insurance Update #6 in all board members packets by Clerk-Treasurer, Bjorklund.

**XI. PERSONNEL – Chairman, Sarah Casady:** Trustee, Casady gave an update on Wisconsin Professional Association Union contract with Officer, Bridget Getts. She stated that she made a proposal to Officer, Getts as a Chairman of the Personnel Committee by a phone call. Officer, Getts is contemplating the proposal and will reach out to her Union Representative, Michael Getts. When she has spoken to her representative, she will call Trustee, Casady back with her decision. When Trustee, Casady receives information; she will reach out to the Personnel Committee to discuss.

Trustee, Casady stated that the IUOE contracts need signatures from Personnel Committee Members and Village President, Roberts. The contracts are the same as last year's contract, with the exception of Clerk-Treasurer, Bjorklund being added to the contract and wage changes. Motion to approve the IUOE Contract between the Village of Webster with Clerk-Treasurer, Bjorklund; Public Works Director, Heyer and Operator, Phernetton was made by Trustee, Maloney. Motion was seconded by Trustee, Weis.

2016 Wages were discussed. Chief, Michael Spafford will see an increase of .10¢ per hour effective January 1, 2016. In July 2016, a review of his wages will be discussed with a possible .15¢ increase at that time.

WEA Trust Insurance will be effective January 1, 2016 for Chief, Michael Spafford and Officer, Bridget Getts. The Library Board will meet to possibly approve Library Director, Patti Meyer's health insurance option with WEA Trust. The village will not be offering a Health Savings Account amount to Chief, Spafford or Officer, Getts. The Library Board will also meet to discuss Ms. Meyer's H.S.A. contribution.

Clerk-Treasurer, Bjorklund presented her list of Election Inspectors for the 2016 – 2017 Election Term. The list is as follows:

- Vida Sears – Chief Inspector
- Norm Bickford – Deputy Clerk/Election Inspector
- Father, Michael Tupa – Election Inspector
- Jeanne Bickford – Election Inspector
- Carol Macaulay – Election Inspector
- Mary Thompson – Election Inspector
- Barry Thompson – Election Inspector
- Christy Wilkins – Election Inspector

Motion was made by Trustee, Weis to approve the list of inspectors for the 2016 – 2017 Election Term. Motion was seconded by Trustee, Casady. **Motion carried 7-0.**

**XII. FINANCE – Chairman, Greg Widiker:** Trustee, Widiker presented Employee Bonuses for 2015. There were 2 part-time employees who have worked less than one week. Trustee, Weis thought it would be better to develop a policy in the future for distribution of employee bonuses be made to employee's who have worked over 40 hours with the village. The board agreed. Motion was made by Trustee, Widiker to give \$100 bonuses to all full-time employees with the Village of Webster and \$50 bonuses to all part-time employees with the Village of Webster. The distribution of those bonuses are to employees who have worked more than 40 hours in the bonus year. Those bonuses will come out of the General Village Account for library employees.

**XIII. STREETS – Chairman, Kelsey Gustafson:** Trustee, Gustafson gave the floor to Public Works Director, Heyer. He discussed the new plow-sand truck with the board. He is very impressed at how well the truck performs. There was a recent snowfall, and the truck did a very nice job he stated.

**XIV. JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis discussed the Village of Webster's legal newspaper. Last year, the legal newspaper was the Inter-County Leader. Discussion ensued. Motion

was made by Trustee, Weis to have the Inter-County Leader as the Village of Webster's legal newspaper for 2016; seconded by Trustee, Gustafson. **Motion carried 7-0.**

An agreement for UDC Inspector Services was presented to the board by mail from Dennis Quinn of North Lakes Mechanical for 2016. Trustee, Maloney made the motion to approve the contract with Mr. Quinn for 2016; seconded by Trustee, Widiker. **Motion carried 7-0.**

Sewer Use Ordinance #6-2015 was reviewed by the board. Motion was made by Trustee, Gustafson to approve Sewer Use Ordinance #6-2015; seconded by Trustee, Sears. **Motion carried 7-0.**

Outdoor Solid Fuel-Fired Heating Devices Ordinance #7-2015 was reviewed by the board. Motion was made by Trustee, Weis to approve Outdoor Solid Fuel-Fired Heating Devices Ordinance #7-2015; seconded by Trustee, Casady. **Motion carried 7-0.**

Vehicles and Traffic Ordinance #8-2015 was reviewed by the board. Motion was made by Trustee, Weis to approve Vehicles and Traffic Ordinance #8-2015; seconded by Trustee, Weis. **Motion carried 7-0.**

Resolution #2015-6 County Library Levy was discussed. Motion was made to approve Resolution #2015-6 County Library Levy was made by Trustee, Maloney; seconded by Trustee, Weis. **Motion carried 7-0.**

The December 2015 Police Department was reviewed. Chief, Michael Spafford presented his November 11, 2015 – December 7, 2015. He did mention that he had 19 additional cases that were not reported in the members' packets.

The Webster Police Department is in the process of moving into the Webster Community Center. There will be 2 rooms used in the Community Center Basement for their department. One will be for evidence.

A land use permit was presented for pump, canopy and electronic signage at the new Minit Mart.

There were no Operator's License applications at this time.

**XV. DEVELOPMENT & ANNEXATION: Village President, Jeff Roberts** – Village President, Roberts stated that there will be a meeting with Dave Rasmussen of MSA on December 23, 2015 @ 3:00 p.m. to discuss the CDBG Grant.

Village President, Roberts stated that money derived from timber sales will go into development throughout the county by way of a development account through the county. This may be a possibility for monies in the future he stated.

An appraisal will most likely take place by Solem and Associates of the Old Webster High School property. This will be done after January 1, 2016. Wayne King and the village will both split the cost of the appraisal. More discussion will take place in the near future.

There have been 3 interested parties involved in doing the demolition of the Old Webster High School. More information will come regarding this in the near future.

**XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Nothing new to report.

**XVII. FUTURE MEETINGS:**

- **Judicial Meeting – Monday, December 21, 2015 @ 6:00 p.m.**
- **Village Caucus – Wednesday, January 13, 2016 @ 5:45 p.m.**
- **Regular Meeting – Wednesday, January 13, 2016 \*After Village Caucus @ 5:45 p.m.**

**XVIII. ADJOURNMENT.** Motion was made by Trustee, Sears; seconded by Trustee, Casady to adjourn at 7:20 p.m. **Motion carried 7-0.**

Respectfully submitted,

*Patrice Bjorklund*

Patrice Bjorklund, Clerk-Treasurer – December 9, 2015

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

\_\_\_\_\_  
Village President, Jeff Roberts

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Trustee, Sarah Casady

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Trustee, Kelsey Gustafson

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Trustee, Tim Maloney

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Trustee, Darrell Sears

\_\_\_\_\_  
Trustee, Charlie Weis

\_\_\_\_\_  
Trustee, Greg Widiker

Attest: \_\_\_\_\_  
Clerk-Treasurer; Patrice Bjorklund – WCMC/CMC/CMTW