



VILLAGE OF WEBSTER

REGULAR MEETING

BOARD MINUTES

Wednesday – June 10, 2015 @ 6:00 PM

7505 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 6:00 p.m.
 - II. **ROLL CALL** – Village President, Jeff Roberts; Trustees: Sarah Casady; Kelsey Gustafson; Charlie Weis; Darrell Sears and Greg Widiker. Others present: John & Wendy Larson, American Legion Otis Taylor Post #96; Mark Krause, Wagner Surveying; Mike Hagness, MSA; Ray Buggert; Public Works Director, Jay Heyer; Police Chief, Michael Spafford; Sherrill Summer, Inter County Leader; and Clerk-Treasurer, Patrice Bjorklund. Absent: Trustee, Tim Maloney.
 - 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. **CONDEMNATION DISCUSSION** – Mr. Buggert wanted to ask the board if the condemnation proceedings could be halted. A buyer is interested in the property previously condemned that his Mother owns. Stipulations to avoid the condemnation would be the buyer present in writing to the next meeting that he will get the property back to an acceptable state by Inspector, Dennis Quinn. The board will then decide if they will proceed or not with the condemnation.
 - VI. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Village President, Roberts chaired this portion of the meeting as Chairman, Maloney was absent. John and Wendy Larson were present from the American Legion Otis Taylor Post #96. They received a donated flag from the organizations' namesakes casket Otis Taylor. Otis's family member, Donald Taylor donated the flag. The flag dates back to 1916. The flag is 5' x 9' and it is in a folded state. John wondered if they could display the flag at the Webster Community Center as part of the post's history. Public Works Director, Heyer stated that there really isn't a lot of room on the walls presently. Trustee, Weis stated that currently there is a display case for the Lion's Club Musky Madness activities. He will discuss this at the next Lion's Club Meeting which takes place on June 24, 2015 to see if the Lion's Club will move the Musky Madness memorabilia to make room for this display. John also stated that he would like to go upstairs of the Community Center to see what other memorabilia the American Legion has that they could coordinate with the flag in the case. Public Works Director, Heyer will meet with John to look into items located upstairs. In the meantime, Trustee, Weis will keep John updated with the location of the flag at the Community Center after his meeting with the Lion's Club.
 - VII. **DEVELOPMENT AND ANNEXATION – Village President, Jeff Roberts:** Village President, Roberts gave the floor to Mark Krause, Surveyor for Wagner Surveying. Mark has been working on having property owned by Terrance Erickson dba Erickson Family Investments, LLC surveyed to erect a 30' x 144' proposed 12+ Unit Storage Building on his property located to the east of Stop-A-Sec dba Holiday Station Stores. The setback from the Water/Sewer Utility Line would be approximately 30'. The property

has been delineated by Martin Shutt and he determined that it would be plausible for Mr. Erickson to build on the higher area of the W1 (Wetland Conservancy) area. Mr. Erickson wants to change the zoning of the property from W1 (Wetland Conservancy) to C1 (General Commercial). Mark stated that a Planning Commission Meeting needs to be held in the next few weeks and then a Public Hearing held before the Regular Board Meeting on July 8, 2015. Public Works Director, Heyer asked if the DNR has any say into what he does with that property. Mark stated that the DNR should get all paperwork throughout the process. The property was delineated and there were no issues there, so most likely the DNR probably wouldn't have an issue, but the paperwork needs to be presented to them. As long as the structure is built on the proposed high ground on the property as the map and delineation was stated, then the process could occur. All paperwork should be sent to John Harrington at the DNR in Spooner, WI. Trustee, Weis asked if the entire span of the water/sewer lines would be insulated or just part of them? Mark stated that the entire 50' span would need to be insulated to avoid freeze-ups due to the plowing of the parking area in the wintertime he stated. Mark thought it would be a good idea to discuss opening access for a road back to Apple Street as part of the village's long-range plans as long as the discussions would be taking place with the DNR.

VIII. UTILITIES – Mike Hagness of MSA was present to discuss the progress of the upcoming sewer project. He stated he was here and met with Public Works Director, Heyer last week to look over the slated projects. Everything is coming along nicely he stated. He also noted that the projects will be going out for bids the middle of next month. Mark Krause stated that he will be looking over the paperwork to verify the location of Lift Station #2 and also verify easements for that location with Public Works Director, Heyer before the project starts.

IX. APPROVAL OF MINUTES: Motion was made by Trustee, Weis to approve the May 13, 2015 Kevin O'Gara Public Hearing Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the Virginia Harstad Public Hearing Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Widiker to approve the May 13, 2015 Regular Meeting Minutes; seconded by Trustee, Sears. **Motion carried 6-0.** Motion was made by Trustee, Widiker to approve the May 27, 2015 Board of Review Meeting Minutes; seconded by Trustee, Casady. **Motion carried 6-0.** Motion was made by Trustee, Gustafson to approve the June 2, 2015 Utility/Finance Committee Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the June 9, 2015 Judicial Committee Meeting Minutes; seconded by Trustee, Sears. **Motion carried 6-0.**

X. APPROVAL OF VOUCHERS & RECEIPTS: May 8, 2015 – June 5, 2015 vouchers in the amount of; **\$67,390.03** as follows:

- a. General Fund - \$31,529.08
- b. Water Fund - \$3,950.65
- c. Sewer Fund - \$22,672.31
- d. Library Fund - \$9,237.99

And approval of receipts for: **May 8, 2015 – June 5, 2015** receipts in the amount of **\$13,705.41.** Motion was made by Trustee, Weis; seconded by Trustee, Widiker to approve vouchers in the amount of **\$67,390.03** and receipts in the amount of **\$13,705.41.** **Motion carried 6-0.**

XI. COMMUNICATIONS: All Board Members were given a copy of the May 2015 Burnett County Newsletter.

- XII. PERSONNEL – Village President, Jeff Roberts:** Village President, Roberts conveyed to the board that he had not heard from the Wisconsin Professional Police Union’s contact Michael Getts after numerous attempts to reach him. Chief, Spafford stated that he had called him and he returned his call. Mr. Getts will send something to Chief, Spafford by the 16th or 17th of June via e-mail. Chief, Spafford will then forward onto Clerk-Treasurer, Bjorklund and Village President, Roberts.
- XIII. UTILITIES – Chairman, Darrell Sears:** Chairman, Sears had nothing more to report as his discussion occurred in an earlier part of the meeting.
- XIV. FINANCE – Chairman, Greg Widiker:** Chairman, Widiker discussed the proposed rate hike with the Local Government Property Insurance Fund (LGPIF) that was included in their packets. Clerk-Treasurer, Bjorklund stated that The Local Government Property Insurance Fund will be dissolving as part of Governor, Scott Walker’s recent budget. The LGPIF will cease doing business other than paying claims as of January 1, 2019. League of Wisconsin Municipalities Mutual Insurance who administers the LGPIF has moved forward starting a new company for property insurance other than LGPIF and the name of that company is Municipal Property Insurance Company. Dennis Tweedle who was the CEO of LWMMI has started this company. The rates will stay competitive with what the village has been paying. Clerk-Treasurer, Bjorklund suggested staying with LGPIF for one month after the current policy with them ends and switching to MPIC when they are up and running. It looks like all the current agents serving LWMMI members will be appointed as agents to help the village in the transition. Current policy numbers if the village stays with LWMMI and does nothing increase from \$6,229 and will increase to \$10,333 effective August 1, 2015. If the policy is cancelled after the August 1, 2015 renewal to move to MPIC there are no penalties. If the board were to go to another insurance carrier the costs would probably be similar to the new LWMMI rate. This has been researched in the past by her and the costs were more costly with other carriers and most would not cover the village. Clerk-Treasurer, Bjorklund will keep the board apprised.

Chairman, Widiker presented the Assessor Contract in all member’s packets. Maintenance Agreement is with Nordquist Appraisal for year’s 2016 – 2018. Payments to them will occur after adjournment of 2016 – 2018 Board of Review and will be as follows:

- 2016 - \$4200.00
- 2017 - \$4300.00
- 2018 - \$4400.00

All costs for performing assessments will be paid by Nordquist Appraisal. This includes fuel, postage, computer software, photographs, maps, office supplies, and any other expenditures incurred during the assessment process. Motion was made to approve the 2016 – 2018 contract for Assessment Services with Nordquist Appraisal by Trustee, Weis; seconded by Trustee, Casady. **Motion carried 6-0.**

MSA proposed Environmental Consulting Services Agreement to assist the Village of Webster determine costs to demolish the Old Webster High School Building and was presented at a cost of \$7,500. Village President, Roberts stated that at the recent Finance Meeting it was decided that the committee recommended having the work performed and pay for that work out of the Replacement Fund. There are unallocated funds for that purpose available he stated. He also noted that it was very helpful to discuss the village finances with Auditor, Steve Tracey at that meeting. He wants to discuss the financials after the Audit is complete yearly. The board agreed. Trustee, Weis wanted to see the process of the

demolition with the old high school start as soon as possible. The board was all in agreement that they wanted to move forward with the project. Motion was made by Trustee, Gustafson to hire MSA Professional Services to perform the Environmental Consulting Services for demolition of the old Webster High School; seconded by Trustee, Sears. **Motion carried 6-0.**

- XV. PUBLIC PROPERTY – Chairman, Tim Maloney:** Village President, Roberts stated that Public Property will be holding a meeting on Tuesday, June 16, 2015 beginning at 4:30 p.m. in the village office. The meeting will then move to the Village of Siren Office, the Village of Grantsburg Office and then to Craig Selander’s, Architect Office. The Webster School District donated use of their sprinter van for transport of all board members as well as Clerk-Treasurer, Bjorklund and Chief, Michael Spafford.

Village President, Roberts also stated that in regards to the demolition of the old Webster High School building, he had spoken to Wayne King, owner of that building. Mr. King is ready to move on with the donation of the building to the Village of Webster, however; he stated that there are renters who use the facility and they are under contract to be in that building until Spring 2016. Village President, Roberts stated that the remediation and demolition work probably wouldn’t be slated to begin until June 1, 2016. This of course is very tentative as the planning of the project needs to be finalized.

Erection of the used playground equipment was discussed. The consensus of the board was to check with the company who had originally erected the playground equipment where it was purchased from and see what their costs would be to re-erect the equipment along the Gandy Dancer Trail. After prices are presented, the board will decide if they will use their services or research other options for having the equipment erected. The board also discussed where the equipment would go. The consensus of the board was to erect it as far north as possible along the Gandy Dancer Trail. They wanted to leave room for future expansion of playground equipment donated by Mason Getts after his fundraising efforts. Motion was made by Trustee, Widiker to remove the volleyball court to make room for expansion of the playground equipment; seconded by Trustee, Casady. **Motion carried 6-0.**

- XVI. STREETS – Chairman, Kelsey Gustafson:** Chairman, Gustafson stated that curb painting has occurred throughout the village. Line painting hasn’t happened on Main Street yet he stated. The line painting will occur after sidewalk repairs have taken place. He stated that that will take place starting early in the week of June 15th. Trustee, Weis asked if any research has been done for sealing the sidewalk joints with a material he saw used at a rest area in the state. Chairman, Gustafson will look into this.

On June 19, 2015 at 9:00 a.m. there will be a meeting held in the village office between Chairman, Gustafson; Public Works Director, Heyer and the DOT. There are some issues of streets noted in the village that are not supposed to be there (according to the DOT.) This issue started when a culvert was being replaced along the highway running through the village and it was noted that a street was listed on the village road map. There were some differences in what was listed and what the DOT states they have recorded. The issue will be discussed at that meeting and Chairman, Gustafson invited other board members to attend.

- XVII. JUDICIAL – Chairman, Charlie Weis:** Chairman, Weis presented Ordinance #1-2015 and it was reviewed in Chapter 98 of the Village of Webster Code. The ordinance is relevant to the keeping, licensing requirements for dogs in the Village of Webster. Motion was made by Trustee, Weis to approve passing Ordinance #1-2015; seconded by Trustee, Casady. **Motion carried 6-0.** Ordinance #2-2015 was

reviewed regarding Snowmobile use under Chapter 248 of the Village of Webster Code. Motion was made by Trustee, Widiker to approve passing Ordinance #2-2015; seconded by Trustee, Weis. **Motion carried 6-0.** Ordinance #3-2015 was reviewed in Chapter 249 of the Village of Webster Code. The ordinance encompasses ATV/UTV use in the Village of Webster. There were two changes noted to the ordinance that were included and they are: Oak Street East was added as a route for that traffic and no one is allowed to operate an ATV/UTV under the age of 12. After those changes were made, motion to accept the ordinance was made by Trustee, Weis; seconded by Trustee, Sears. **Motion carried 6-0.**

Chief, Spafford read the 5/14/2015 – 6/10/2015 Call Service Summary. There were a total of 71 events handled. Of those events there were 71 cases assigned.

Chief, Spafford noted that the speed board seems to be functioning properly with the added solar panel. The speed board has 2 separate traffic posts mounted on Austin Lake Road for the purpose of moving the board facing east and west. This would allow traffic to see the board coming into the village and going out.

Chairman, Weis read all Liquor, Fermented Malt, Wine, Temporary Class “B” Picnic, Non-Intoxicating Beverage, Tobacco, Pool Table, Mobile Home and Operator’s Licenses for approval for a period of July 1, 2015 – June 30, 2016. After all license applications were spoken, motion was made by Trustee, Widiker to approve the above licenses; seconded by Trustee, Gustafson. **Motion carried 6-0.**

An Application for a Special Event Permit was presented by Jason Hanson of Zia Louisa, LLC. His business is located at: 26708 Lakeland Avenue North. He is asking to hold 3 events that will have a DJ and Band. The events will be held on July 11, 2015 for a DJ; July 25, 2015 for a Band and August 29, 2015 for a Bike Run with a DJ. The Bike Run will run after the midnight requirement and will take place from 10:00 a.m. – 1:00 a.m. The cost of his yearly application is \$50 and was not received with the application. Motion was made by Trustee, Weis to accept the application with the stipulation that payment is received before the events take place. If the monies are not received the events will be shut down by the Webster Police Department. All noise ordinances will be followed. Motion seconded by Trustee, Gustafson. **Motion carried 6-0.**

XVIII. DEVELOPMENT AND ANNEXATION COMMITTEE: Village President, Roberts wanted to have Clerk-Treasurer, Bjorklund place the Old High School updates under his committee for future meetings.

- 1) **WEBSTER RURAL FIRE DEPARTMENT – Trustee, Maloney:** Trustee, Maloney was absent and there was no report at this time.
- 2) **FUTURE MEETINGS:**
 - a) ***Public Property Meeting – Tuesday, June 16, 2015 @ 4:30 p.m.**
 - b) ***Cemetery Bi-Annual Meeting – Thursday, June 18, 2015 @ 6:00 p.m.**

XIX. ADJOURNMENT. Motion was made by Trustee, Sears; seconded by Trustee, Widiker to adjourn at 7:30 p.m. **Motion carried 6-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer – June 10, 2015

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

Village President, Jeff Roberts

Trustee, Sarah Casady

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Darrell Sears

Trustee, Charlie Weis

Trustee, Greg Widiker

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