



VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday – March 11, 2015 @ 6:00 p.m.
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: Kelsey Gustafson; Tim Maloney; Greg Widiker; Charlie Weis and Darrell Sears. Others present: Mike Hagness, MSA; Doug Plath, Central Burnett County Fair Board; Police Chief, Michael Spafford; Sherrill Summer, Inter County Leader; 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:** Village President, Roberts gave the floor to Doug Plath of the Central Burnett County Fair Board. Doug wanted to let the board know that he and his wife Linda are still active with the fair board. They have not resigned as of yet. They wanted to help make the transition with the current board a smooth one. He also wanted to thank the board for all that they do to make the fair a success.

Doug wanted to ask the board's permission to move the old wash stand by the fair entrance and animal barns. He said they would be moving the stand south approximately 10 feet from where it is. Doug stated that currently the existing wash stand does not drain properly. He is asking to basically tear out the old slab and pour a new slab and install a French drain system there. Lonnie Mackyol who is on the fair Board of Directors works for Jensen Masonry and they are donating his time and their equipment to help get that work done. The Webster Lion's Club is also helping with the venture. Doug also stated that all spouts will be moved as well. The board and volunteer workers will contact Digger's Hotline before any work commences. Motion was made by Trustee, Weis to approve the wash stand work being done; seconded by Trustee, Sears. **Motion carried 6-0.**

Doug asked the board if they would have the Public Works crew look at the service door on the fair building. He thought it needs a new striker as the door does not stay latched. Trustee, Maloney will ask them to look at the door.

Doug also asked the board if they could get changing tables situated in the restrooms at the fairgrounds. Trustee, Maloney will check on pricing and dimensions and report back to the board.

- VI. **JUDICIAL – Chairman, Charlie Weis:** Doug asked the boards permission to erect a banner across Main Street advertising the Central Burnett County Fair. Doug thought that would be hung before the 4th of July this summer. Village President, Roberts stated that Public Works Director, Heyer would like to see slits cut in the banner to allow the wind to go through. Trustee, Gustafson wanted to let the board know

that it was not advisable to hang the banner from the street light poles. Even with slits cut in the banner, the wind could catch it and cause the poles to bend or possibly break with the pull. He would like to see the banner erected from power poles instead. Trustee, Maloney stated there were poles on both sides of the street on Main Street that would serve that purpose. The board did not have a problem having the fair hang their banner on the poles before the 4th of July until the fair is over.

VII. UTILITIES – Chairman, Darrell Sears: Village President, Roberts gave the floor to Mike Hagness of MSA. Mike had not asked to be on the agenda, but gave the board an update on the progress of the sewer project. He stated that Lift Station #3 has a confined space issue. This is defined as an enclosed area with limited space and accessibility. It is entered by workers for maintenance but it otherwise would not be a habitable space. The way the area has been accessed is not allowed per OSHA standards Mike stated. The solution would be to place a premade concrete building either 8' x 8' or 10' x 10'. These would be placed on a gravel pad. The structure would have 4 walls, a roof and a floor. They would be placed by the existing wet well. The wet well will have a cap to cover the access point. Lift stations located at the fairgrounds, County FF and the Industrial Park would be equipped with these buildings he stated. The estimated cost is just over \$20,000 each. Trustee, Weis asked if these were part of the budget for the project. Mike stated that if they run short, there are monies throughout the project budget that can cover the cost. Mike also mentioned a hard-wired generator will be located in Lift Station #1 at the fairgrounds which is the main lift station in the village. There are different options for running the system, either by natural gas; propane or diesel. The board will have to decide the best option for this when that part of the project is proposed.

Also discussed were the 2 phases of the project. The first phase would be the controls and lift stations and the second phase would be the sewer system. The projects will start this summer he stated.

In the next few weeks, manhole covers will be looked at. He said this is the ideal time to do so as the frost leaves the ground and flow increases. Infiltration problems can be identified more readily during this time. There will be a ¼" fiberglass sock lining dropped through that is "sticky" in nature that will adhere to the lining of the sewer line to obstruct infiltration into the system. The ideal time to install this is when sunlight is not present. The sunlight damages the lining he stated making it hard and not as effective.

VIII. APPROVAL OF MINUTES: Motion was made by Trustee, Widiker to approve the February 11, 2015 Regular Meeting Minutes; seconded by Trustee, Weis. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the February 26, 2015 Public Property Meeting Minutes; seconded by Trustee, Sears. **Motion carried 6-0.** Motion was made by Trustee, Maloney to approve the February 26, 2015 Development and Annexation Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 6-0.**

IX. APPROVAL OF VOUCHERS & RECEIPTS: February 10, 2015 – March 9, 2015 vouchers in the amount of; **\$304,302.91** as follows:

- a. General Fund - \$249,593.38
- b. Water Fund - \$15,319.59
- c. Sewer Fund - \$14,122.35
- d. Library Fund - \$25,267.59

and approval of receipts for: **February 10, 2015 – March 9, 2015** receipts in the amount of

\$26,132.99. Motion was made by Trustee, Weis; seconded by Trustee, Gustafson to approve vouchers in the amount of **\$304,302.91** and receipts in the amount of **\$26,132.99.** **Motion carried 6-0.**

- X. **COMMUNICATIONS:** Village President, Roberts asked the board to accept appointment of Laura Rachford as President of the Larsen Family Public Library Board. Motion was made to appoint her for that position by Trustee, Maloney; seconded by Trustee, Sears. **Motion carried 6-0.**

Burnett County Development Association March 4, 2015 Annual Meeting detail was presented to the board by way of hard copy to all board members by Clerk-Treasurer, Bjorklund who was appointed to that committee as representative for the Village of Webster by the village. The board looked over and discussed annual activities that occurred at that meeting. There were no board members present at that meeting, so any actions taken will be moved to next month's meeting, Bjorklund stated.

Clerk-Treasurer, Bjorklund presented a summary of Governor Walker's 2015-2017 State Budget Impact on Municipalities that was presented by Curt Witynski, Assistant Director of League of Wisconsin Municipalities on their website March 6, 2015. A portion of his budget would be to propose a change of the property tax assessment process from a municipal-based system to a county-based system. The league opposes the shift to county assessment and the village board does as well. Village President, Roberts as well as Clerk-Treasurer, Bjorklund will create a letter to send to Governor Walker after the full board finalizes the letter. A resolution may be drafted as well. Village President, Roberts noted that Nordquist Appraisals sent an e-mail to all board members letting them know about this proposed change.

- XI. **PERSONNEL – Village President, Jeff Roberts:** Village President, Roberts stated that he has not heard a response from the Wisconsin Professional Police Union Representative, Mike Getts. There has been no progress in setting up a meeting to settle union negotiations with that union at this time.
- XII. **UTILITIES – Chairman, Darrell Sears:** Trustee, Sears's discussion occurred in an earlier portion of the meeting, however; this was not an agendaized discussion.
- XIII. **FINANCE – Chairman, Greg Widiker:** Trustee, Widiker had nothing new to report.
- XIV. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Trustee, Maloney had discussed the fairgrounds improvements in an earlier portion of this meeting. The new office space for the Clerk-Treasurer; Board and Webster Police Department was discussed. Trustee, Maloney has been in contact with Jeff Howe of Howe Construction to see if a floor plan could be put together so that costs of the building could be determined. When costs are put together, the project would go out for bids. The board will continually meet to determine the best option for getting the offices built. There is no timeline at this time for getting that done, however; the board wants to start the process in the near future.
- XV. **STREETS – Chairman, Kelsey Gustafson:** Trustee, Gustafson had nothing new to report.
- XVI. **JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis gave the floor to Chief, Spafford. Chief, Spafford read the monthly police report. He discussed the recent civil embezzlement case that had been settled with the Burnett County Circuit Court and the Blake's. In the next few months he stated that the case

could possibly go to criminal trial. Discovery will need to be provided to the Blake's attorney from the Webster Police Department, and the Blake's will be responsible for copying costs related to that.

The speed board was shipped for installation of a solar panel. It was shipped from UPS in Rice Lake and insurance was placed on the board.

Trustee, Weis asked Chief, Spafford to provide monthly schedule, case detail and logs to Clerk-Treasurer, Bjorklund as part of the board member's monthly meeting packets. He would also like to see the schedule changed occasionally with the night and week-end officer's scheduled times of duty. That being the officers are not always on duty at the same time as previous schedules.

There was an Operator's License for Brenda L. Spears-Lamson presented for a benefit fundraiser for the Burnett County Humane Society on April 25, 2015. There was also an application presented for a Temporary Class "B" Retailer's license and license was presented for that organization. The organization passed the background check and the board is allowing them to hold the fundraiser.

There were no land use permits requests at this time.

XVII. DEVELOPMENT AND ANNEXATION COMMITTEE: Village President, Roberts had spoken with Webster School District employee, Kim Johnson. She had provided him with 5 binders regarding abatement of the old high school before it was sold to Wayne King in mid-1990. Chanda Elliott, who is Store Manager for Wayne's Foods Plus had provided Village President, Roberts with abatement paperwork as well. This was done after the old high school was purchased. Chanda's Father, Wayne King owns the old high school. Brian Hegge, Environmental Manager of MSA will stop by the village office tomorrow to pick up the documentation to look over. This needs to be done for an Environmental Site Survey of the old Webster High School before possible razing of that building is done.

- 1) **WEBSTER RURAL FIRE DEPARTMENT – Trustee, Maloney:** Trustee, Maloney stated that the next Rural Fire Meeting will be April 16, 2015.
- 2) **FUTURE MEETINGS:**
 - a) ***Public Property Meeting – *To be determined after speaking with MSA**
 - b) ***Personnel Meeting – Tuesday, March 24, 2015 @ 6:00 p.m.**
 - c) ***Quarterly Judicial Meeting – Tuesday, March 31, 2015 @ 6:00 p.m.**
 - d) ***Regular Meeting – Wednesday, April 8, 2015 @ 6:00 p.m.**

XVIII. ADJOURNMENT. Motion was made by Trustee, Weis; seconded by Trustee, Widiker to adjourn at 6:50 p.m. **Motion carried 6-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer – March 12, 2015

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

Village President, Jeff Roberts

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Darrell Sears

Trustee, Charlie Weis

Trustee, Greg Widiker

Attest: _____
Clerk-Treasurer, Patrice Bjorklund