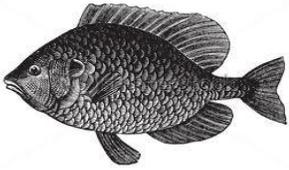


REGULAR MEETING

BOARD MINUTES

Wednesday – April 13, 2016

7505 Main Street West, Webster, WI



VILLAGE OF WEBSTER

- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 6:10 p.m.
- II. **ROLL CALL** – Village President, Jeff Roberts; Trustees: Tim Maloney; Darrell Sears; Sarah Casady; Kelsey Gustafson; Charlie Weis and Greg Widiker. Others present: Todd Beckman, Burnett County Sentinel; Ed Emerson, Inter-County Leader; Dave Rasmussen - MSA; Mike Hagness - MSA; John Vandegron; Chuck Awe; Traci Hopkins – Central Burnett County Fair Board President; 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. Village President, Roberts gave the floor to Chuck Awe, Cub Scout Pack #564 Leader.
- V. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Chuck Awe was present to ask the board’s permission to use the Community Center once a month for pack meetings. He stated that he had called the village office and spoke to Clerk-Treasurer, Bjorklund about costs to rent the facility. She had stated to him that the fee is \$25 per hour if used Sunday – Thursday. He was hopeful that the board would waive the fee for the scouts to use the facility. Their funds are limited and if the village would allow them to use the facility once a month for a few hours, they would be grateful. The scouts would not need to use the facility until early September as that is when school starts. Motion was made by Trustee, Weis to allow the scouts to use the facility after a day is coordinated with Clerk-Treasurer, Bjorklund that does not interfere with other events happening at the facility. He would also like for them to fill out a reservation agreement for no fee and have a trial period of one-year with them to see how it goes. Motion was seconded by Trustee, Gustafson. **Motion carried 7-0.**
- VI. **JUDICIAL – Chairman, Charlie Weis:** Traci Hopkins was present to ask the board’s permission to keep beer/wine sales in the arena and not have to move everything to the beer gardens during events held at the fairgrounds. The board was receptive to this. She was also asking if she could extend the hours of the street dance during the fair on both nights to midnight. She stated that the dancing would most likely end at 11:00 p.m., but in order to have everyone move out of the area it might take that extra hour she stated. Motion was made by Trustee, Weis to extend the hours during the street dance at the fair both nights to midnight. Motion was seconded by Trustee, Gustafson. **Motion carried 7-0.**
- VII. **FINANCE – CHAIRMAN, Greg Widiker:** John Vandegron was present to ask the board’s permission to have Larry Dale who is a Licensed Pyrotechnics Operator light fireworks on July 2, 2016 in the Village of Webster. The idea will be promoted by the Village of Webster’s 100th Anniversary Committee. He stated that the 10th hole had sponsored the event in previous years during the 4th of July week-end, but were no longer doing the event. The cost of the fireworks and lighting would be

approximately \$3500 he stated. He noted that they would be lit on the sand inside the concrete barriers in the demolition area of the arena at the fairgrounds. They would be 900 feet from the spectators. It is a 30 to 45-minute show. Clerk-Treasurer, Bjorklund will look into insurance costs for this event. John noted that he will also solicit donations for the fireworks display. He will get the list from the 10th hole of previous donors for solicitation. He also noted that the Webster Lion's Club will also donate \$500 toward the fireworks display. Trustee, Weis would like Clerk-Treasurer, Bjorklund to send letters to nearby residents notifying them that a fireworks display will take place. Motion was made by Trustee, Weis to pursue having fireworks on village-owned property on Saturday, July 2, 2016; seconded by Trustee, Sears. **Motion carried 7-0.**

John also discussed having the Timberworks Lumberjack Show come to the village during the 100th Centennial Celebration held on Saturday, August 13, 2016. He said the shows will take place at 2:00 p.m.; 3:00 p.m. and 4:00 p.m. They are 30 minute shows. The cost of the show is approximately \$4,000. The coordinators of the show have a semi and they use that as part of the fence as well as other fencing and tank. John stated that the fire department would fill the tank. The company does all of the set-up and tear down. He would like to have the event take place at the Central Methodist Church parking lot behind the Tap Bar & Grill. He will contact them for use of their parking lot. He is asking the board's help to pay for this event. Clerk-Treasurer, Bjorklund stated that funds are available to help defray the costs of this event. There were monies put aside in the Replacement Fund for this as well as in the Events line-item part of the General Fund Budget. John thought that ticket sales into the event will also help with the costs. The Centennial Committee will come up with a price to charge admittance and help with sales of tickets. He stated that they will keep the cost low to encourage attendance. Motion was made by Trustee, Weis to allow the lumberjack show to come to the village on that day. This show will not interfere with the Webster Bike Rodeo he stated. Motion was seconded by Trustee, Sears. **Motion carried 7-0.**

VIII. JUDICIAL – Chairman, Charlie Weis: Dave Rasmussen – MSA was present to discuss approval of the following Resolutions:

- A. Resolution No. 2016-1 – Authorizing Resolution for Submission of a Community Development Block Grant (CDBG) Application. Motion was made by Trustee, Weis to approve the resolution as read. Motion was seconded by Trustee, Casady. **Motion carried 7-0.**
- B. Resolution No. 2016-2 – Wisconsin Residential Antidisplacement and Relocation Assistance Plan for CDBG Programs. Motion was made by Trustee, Maloney to approve the resolution as read. Motion was seconded by Trustee, Widiker. **Motion carried 7-0.**

Motion was also made to approve the Fair Housing Proclamation as read by Trustee, Widiker; seconded by Trustee, Weis. **Motion carried 7-0.**

IX. APPROVAL OF MINUTES: Motion was made by Trustee, Weis to approve the March 9, 2016 Brad Spafford Public Hearing Meeting Minutes; seconded by Trustee, Casady. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the March 9, 2016 Regular Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the March 31, 2016 Judicial Meeting Minutes; seconded by Trustee, Casady. **Motion carried 7-0.** Motion was made by

Trustee, Weis to approve the April 12, 2016 Personnel Meeting Minutes; seconded by Trustee, Casady. **Motion carried 7-0.**

- X. **APPROVAL OF VOUCHERS & RECEIPTS: March 8, 2016 – April 11, 2016** vouchers in the amount of; **\$91,429.16** as follows:
- a. General Fund - \$46,937.26
 - b. Water Fund - \$23,604.14
 - c. Sewer Fund - \$11,043.79
 - d. Library Fund - \$9,843.97
- and approval of receipts for: **March 8, 2016 – April 11, 2016** in the amount of **\$38,521.36**. Motion was made by Trustee, Weis; seconded by Trustee, Sears to approve vouchers in the amount of **\$91,429.16** and receipts in the amount of **\$38,521.36**. **Motion carried 7-0.**

XI. **COMMUNICATIONS:** Clerk-Treasurer, Bjorklund included in member’s packets the 100th Anniversary Celebration notes for the March 15, 2016 meeting and the April 2016 Burnett County Newsletter. She noted that there were no notes taken from the BCDA meeting on April 6, 2016 as there was not a quorum.

XII. **PERSONNEL – Chairman, Sarah Casady:** Clerk-Treasurer, Bjorklund swore-in the following Trustee’s for the 2016-2018 term:

- A. Kelsey Gustafson
- B. Sarah Casady
- C. Greg Widiker

Trustee, Casady stated that she had contacted Union Representative, Michael Getts and his superior regarding the proposal for the 2016 Union Contract. Representative, Getts stated that the proposal was submitted to Officer, Getts for review. To date there has been no response to Trustee, Casady since the proposal was sent to Officer, Getts. She will report her findings at next month’s Regular Board Meeting.

XIII. **UTILITIES – Chairman, Darrell Sears:** Trustee, Sears gave the floor to Mike Hagness of MSA. He stated that the Lift Station project will start late April. The pumps are ordered. The order of work will be to start with Lift Station #3, then Lift Station #2 and lastly Lift Station #1.

XIV. **FINANCE – Chairman, Greg Widiker:** Trustee, Greg Widiker gave the floor to Mike Hagness of MSA. He stated that the first pay request for the Lift Station Projects is submitted in the amount of \$16,637.35 by A-1 Excavating. He was asking for approval for payment of this amount for submersible pumps minus retainage fee. Motion was made by Trustee, Maloney to approve Pay Request #1 to A-1 Excavating in the amount of \$16,735.35. Motion seconded by Trustee, Gustafson. **Motion carried 7-0.**

Police Squad Bids Discussion took place. The following bids were presented for possible approval for purchase of a police squad for the Webster Police Department:

- A. 2016 Fleet/Non-Retail Ford Utility Police Interceptor AWD - \$26,710.00
- B. 2016 Fleet Chevrolet All Tahoe 4WD - \$37,295.00
- C. 2016 Fleet Chevrolet Traverse AWD - \$29,035.00

Discussion ensued and motion was made to approve expenditure for the Ford Utility Police Interceptor in the amount of \$26,710.00 + delivery in the amount of \$345 by Trustee, Casady; seconded by Trustee, Widiker. **Motion 6-0 (1) abstained.**

- XV. PUBLIC PROPERTY – Chairman, Tim Maloney:** Trustee, Maloney stated that he has not heard back from Nate Ehalt, Burnett County Administrator regarding clean-up of the county-owned property along the Gandy Dancer Trail. The board is interested in this property as a possible building site for the future Village of Webster Municipal Office Building. Trustee, Maloney will give updates during future meetings regarding this property.
- XVI. STREETS – Chairman, Kelsey Gustafson:** Trustee, Gustafson discussed LRIP (Local Road Improvements Program) monies. Trustee, Gustafson stated he had applied for MSIP (Municipal State Improvement Program) dollars for road improvements last fall. LRIP funds are for towns and MSIP funds are for cities and villages. He received a letter after posting of the agenda, but wanted to inform the board that the village will receive the awarded funds in the amount of \$5,623.97 toward the estimated cost of pavement replacement in the amount of \$60,000.00. The project will be on route to Bass Avenue North (2,534') and at route to Hickory Street West and toward route Oak Street West. The reimbursement will take place once the project is complete.
- XVII. JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis gave the floor to Chief, Spafford. He stated that he is doing due diligence to spring cleanup of properties and removal of junk vehicles and non-licensed vehicles. There are a few exceptions where he is allowing vehicles to remain on properties that are not licensed.

There are approximately 12 dog owners who have not complied with registering their dogs. Clerk-Treasurer, Bjorklund had sent out additional reminder letters to those individuals. Chief, Spafford will follow-up with citations to those owners who do not comply with registering their dogs and having the proper rabies vaccinations.

The Webster Police Report was included in all member's packets. There were 22 Events handled with 22 case numbers issued for 3/9/16 – 4/13/16.

The Webster Police Schedule was included in all member's packets for April 2016.

A Special Event License was applied for by the Central Burnett County Fair for the Last Smash Bash Demolition Derby held on: Saturday, September 24, 2016 from 2:00 p.m. – 11:00 p.m.

A Special Event License was applied for by Zia Louisa, LLC for a band to perform during the Village of Webster Centennial Celebration on: Friday, August 12, 2016 from 8:00 p.m. – midnight and Saturday, August 13, 2016 from 8:00 p.m. – midnight.

A Land Use Permit was applied for by Wayne Fish of 7350 Fir Street East for a lean-to addition to his shed.

- XVIII. DEVELOPMENT & ANNEXATION: Village President, Jeff Roberts** – Village President, Roberts had nothing new to report.

XIX. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Trustee, Maloney stated that the next Fire Association Meeting will take place on April 21, 2016 @ 7:00 p.m.

XX. FUTURE MEETINGS:

- April 28, 2016 *Town’s Association Meeting @ 7:00 p.m.
- May 11, 2016 *Regular Board Meeting @ 6:00 p.m.
- May 24, 2016 *Board of Review Meeting @ 4:00 p.m. – 6:00 p.m.

XXI. ADJOURNMENT. Motion was made by Trustee, Widiker; seconded by Trustee, Gustafson to adjourn at 7:13 p.m. **Motion carried 7-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer – April 13, 2016

***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