



**VILLAGE OF WEBSTER**

**REGULAR MEETING**  
**BOARD MINUTES**  
Wednesday – February 10, 2016  
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: Tim Maloney; Darrell Sears; Greg Widiker; Kelsey Gustafson; Sarah Casady and Charlie Weis. Others present: Ed Emerson, Inter-County Leader; Mike Hagness, MSA; 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. APPROVAL OF MINUTES:** Motion was made by Trustee, Weis to approve the January 13, 2016 Caucus Meeting Minutes; seconded by Trustee, Sears. **Motion carried 7-0.** Motion was made by Trustee, Gustafson to approve the January 13, 2016 Regular Meeting Minutes; seconded by Trustee, Casady. **Motion carried 7-0.**
- VI. APPROVAL OF VOUCHERS & RECEIPTS: January 12, 2016 – February 8, 2016** vouchers in the amount of; **\$82,935.10** as follows:
- a. General Fund - \$56,403.90
  - b. Water Fund - \$5,787.79
  - c. Sewer Fund - \$6,648.31
  - d. Library Fund - \$14,095.10
- and approval of receipts for: **January 12, 2016 – February 8, 2016** in the amount of **\$343,510.90**. Motion was made by Trustee, Maloney; seconded by Trustee, Widiker to approve vouchers in the amount of **\$82,935.10** and receipts in the amount of **\$343,510.90**. **Motion carried 7-0.**
- VII. COMMUNICATIONS:** Clerk-Treasurer, Bjorklund included the January 2016 Burnett County Newsletter; The Burnett County LEEDS Program handout; January 19, 2016 Centennial Celebration Planning Meeting Notes; January 21, 2016 Adam Jarchow Letter and February 3, 2016 BCDA Meeting Notes.
- VIII. PERSONNEL – Chairman, Sarah Casady:** Trustee, Casady gave an update on the Wisconsin Professional Police Association Union. She stated that she finally got a response from Union Representative, Mike Getts. He stated that the union and Officer, Getts are acceptable of the wages discussed. The only issue they see that they want changed is the residency requirement detailed in the 2014 contract for the subsequent contracts. They would like that changed per (Wis. Statutes § 66.0502 Employee Residency Requirements Prohibited) in those contracts. The statutes state that police officers are not required to reside within 15 miles of the jurisdictional boundaries of the village to which they are

assigned. Therefore, it does not apply. Trustee, Casady will respond to their request for the contracts. In the meantime, she would like to set a Personnel Meeting in the next few weeks to discuss the contracts and she will inform Clerk-Treasurer, Bjorklund to set the meeting.

Clerk-Treasurer, Bjorklund had made a request to attend the Municipal Treasurer's Association of Wisconsin Spring Conference in Appleton, WI. The conference will take place on April 21 – April 22, 2016. Trustee, Weis noted that her training is budgeted. Clerk-Treasurer, Bjorklund also noted that since she is Co-Director for District 1 in the state, she has her mileage paid one way to the conference and one-night lodging. The registration fee is \$130 and hotel fee is \$82 for 2 nights lodging. The trip is 491 miles one way. Federal mileage rate is: .55¢ per mile. Motion was made by Trustee, Weis for Clerk-Treasurer, Bjorklund to attend the conference; seconded by Trustee, Casady. **Motion carried 7-0.**

**IX. UTILITIES – Chairman, Darrell Sears:** Trustee, Sears gave the floor to Mike Hagness of MSA. Mike gave an update to the spring sewer lift station project. He stated the project is on schedule and will take place in early spring. He will be negotiating a Pre-Construction Meeting with the contractors for the project. He noted that the meeting will take place in the middle of March 2016. He will notify Clerk-Treasurer, Bjorklund of the date and time of that meeting. The shop drawings are nearly complete he stated.

Trustee, Sears stated that Public Works Director, Heyer requested discussion take place for purchase of a trailer-mounted portable pump (trash pump.) It is used to extract water from sewer main breaks, etc. Trustee, Maloney asked why wasn't this discussed during budget time. Public Works, Heyer stated that he had tried to negotiate the cost in the scope of the sewer project. Mike Hagness of MSA agreed. He noted that at that time, the costs would have increased the budget of the project. Public Works Director, Heyer noted that costs for the unit run between \$5,000 and \$15,000. He stated that currently they are using the Village of Siren's spare trash pump when situations arise. This is something that he stated is needed down the road. The back-up generator doesn't always suit the needs during various situations he stated. Village President, Roberts would like to see this amount budgeted for 2017 from the Capital Replacement Fund. At that time, Public Works Director, Heyer can define his needs, type, etc. he stated. In the meantime, if an emergency situation arises where it needs to be purchased, he thought the monies could be derived from the Replacement Fund and the board will have to reallocate funds. Trustee, Weis asked if it could be used to fill dump tanks for the fire department. Public Works Director, Heyer stated it could. He made a suggestion that the Utilities Committee and the Webster Fire Department meet in the near future to discuss this. He stated there may be a possibility that the fire department and village could co-purchase a unit. Trustee, Sears stated that he will set a Utility Meeting with Clerk-Treasurer, Bjorklund sometime in March 2016 to discuss with the Webster Fire Department.

**1. FINANCE – Chairman, Greg Widiker:** Trustee, Widiker had his discussion detailed in the Personnel portion of the meeting per training costs for Clerk-Treasurer, Bjorklund in Appleton, WI. He had nothing further to report.

**X. PUBLIC PROPERTY – Chairman, Tim Maloney:** Trustee, Maloney had nothing new to report.

**XI. STREETS – Chairman, Kelsey Gustafson:** Trustee, Gustafson had nothing new to report.

**XII. JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis presented Ordinance #1-2016 regarding Nuisances to the board. The members had copies in their packets to review previous to this meeting as well as handouts from last month’s meeting by Chief, Spafford. Discussion ensued how to implement the portion of the ordinance which details consequences for nuisances by tenants. Chief, Spafford stated that he will bill costs incurred by the Webster Police Department to the landlord after 3<sup>rd</sup> offenses and consecutive offensives by tenants. He also stated that he will be having a meeting with all landlords regarding the context of the ordinance. Trustee, Weis would like to see the ordinance included in next quarter’s water/sewer billing. Clerk-Treasurer, Bjorklund stated she would do that, however; the board had approved postcard billings. Village President, Roberts noted that the insert would be for next quarter only and postcard billings can be implemented in the future. After much discussion, motion was made by Trustee, Weis to approve Ordinance #1-2016 regarding Nuisances; seconded by Trustee, Widiker. **Motion carried 7-0.**

The February 2016 Webster Police Department Schedule was inadvertently missed in all board member’s packets by Clerk-Treasurer, Bjorklund. She made copies for all members.

The Tuesday, January 12, 2016 Webster Police Department Calls for Service Summary for 1/13/16 – 2/10/16 was distributed to all members in their packets. There were 39 events handled of which 14 citations were issued.

Trustee, Weis asked if the AR-15 was purchased for use in the squad. Chief, Spafford had hoped to use grant monies for the purchase, however; that was not an option. Trustee, Maloney asked where the monies will come from for the purchase? Chief, Spafford stated that this will come from his Police Expense line item in the budget. He submitted his bill from Wild Bill’s Sporting Goods & Spirits for the purchase of the AR-15 in the amount of \$650, scope \$400, 2 extra magazines \$20 and 20 boxes of ammunition for \$200 with a total cost of \$1,270 to Clerk-Treasurer, Bjorklund for payment. Chief, Spafford will place the weapon in the squad once all officers have been properly trained in its use he stated.

Sign Permit Fees were discussed as they relate to Land Use Permits. Motion was made by Trustee, Maloney to implement a \$25 fee for all Land Use Permits in the future. Motion was seconded by Trustee, Gustafson. **Motion carried 7-0.**

There were no Operator’s License Applications, as well as Land Use Permit Applications.

**XIII. DEVELOPMENT & ANNEXATION: Village President, Jeff Roberts** – Village President, Roberts stated that he had a discussion with Craig Solum of Solum and Associates in Spooner, WI to do an appraisal of the Old Webster High School. It was his opinion to wait to do the appraisal after such time grant monies are possibly awarded for demolition of the building. Village President, Roberts will be in contact with him after grant awards for the CDBG grant in August 2016.

Village President, Roberts also noted that there have been at least 5 individuals who have expressed interest in doing the demolition of the old Webster High School.

**XIV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Trustee, Maloney stated that at the January 21, 2016 meeting the following discussions took place:

- New Fire Fighters
- New Washing Machine Purchase – To wash Turn-Out Gear
- \$112,000 Grant Received – Purchase SVA Tanks
- Renovation of the Webster Fire Hall – Cost \$6,500

**XV. FUTURE MEETINGS:**

- **Regular Meeting – Wednesday, March 9, 2016 @ 6:00 p.m.**
- **Judicial Meeting – Monday, March 21, 2016 @ 6:00 p.m.**
- **Webster Rural Fire Association Meeting – Thursday, April, 21, 2016 @ 7:00 p.m.**

**XVI. ADJOURNMENT.** Motion was made by Trustee, Maloney; seconded by Trustee, Widiker to adjourn at 6:47 p.m. **Motion carried 7-0.**

Respectfully submitted,

*Patrice Bjorklund*

Patrice Bjorklund, Clerk-Treasurer – February 10, 2016

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

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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

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Trustee, Charlie Weis

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Trustee, Greg Widiker

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