



VILLAGE OF WEBSTER

DEVELOPMENT & ANNEXATION MEETING MINUTES

Wednesday – July 6, 2016 @ 5:30 p.m.

Village Office

7505 Main Street West, Webster, WI

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- I. CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 5:30 p.m.
- II. PRESENT** – Village President, Jeff Roberts; Trustees, Charlie Weis; Sarah Casady; Darrell Sears; Greg Widiker; Kelsey Gustafson and Tim Maloney. Others: Mark Krause – Wagner Surveying; Public Works Director, Jay Heyer and Clerk-Treasurer, Patrice Bjorklund. Absent: None
- III. EXTENSION APPLE/WALLEY DISCUSSION** – Village President, Roberts mentioned the discussion was put on the agenda after a request was made by Terry Erickson to help with ½ of the cost of graveling a driveway on his property located at 26352 Lakeland Avenue South. He has a mini-storage facility there and he would like to have either a driveway going from Apple/Walleye or extend the road past the facility. Village President, Roberts gave the floor to Mark Krause of Wagner Surveying to further discuss the property as he had done survey work there. Mr. Krause noted that he had given Mr. Erickson sketches for the property of crossroads there. Public Works Director, Heyer noted that in the past whenever roads have been done, the contractor doing the work must do it according to the village's specifications to do so. After the gravel work is done, the village would wait a few years for it to settle. At that time, paving is done. Trustee, Gustafson didn't feel comfortable paying for half of the road if it was made into a driveway. He felt the responsibility for that falls on the property owner. Mr. Krause also wanted the village to know that there is easement on the property that Mr. Erickson owns. The property was originally village property and there are water/sewer utilities there. He felt the best way to handle the access from the east would be to treat it like an alley. He said there are power poles located on the property as well. A culvert will also need to be placed there. The water flows to the west going behind Minit Mart. Also, he wanted it noted that part of the agreement for the village deeding the property to Mr. Erickson was to make sure that the water/sewer lines were insulated. He also felt that if the village were to help with costs, a walkway would serve the purpose on that property. He felt that if the village were to help with the cost of graveling the walkway/alley Mr. Erickson should help with the cost of moving the hydrant and manhole placement as well as insulating water and sewer lines. Also, Public Works Director, Heyer noted that if it is an alley there would be no street maintenance done. Trustee, Maloney asked Public Works Director, Heyer if he could give a ballpark figure to costs of doing the work. He thought \$4,000 is a fair estimate. The highest cost would be box insulating the water and sewer lines. Public Works Director, Heyer said that work needs to be done before the ground freezes. It is the village's responsibility to make sure that the utilities are safe and not freezing for the customers Mr. Krause stated. The onus of insulation falls on Mr. Erickson per the variance hearing. Village President, Roberts requested to table this discussion and place it on a future Street/Utility Meeting. Mr. Erickson had requested to be put on the July 13, 2016 Regular Board Meeting to discuss this issue. Village President, Roberts asked Clerk-Treasurer, Bjorklund to coordinate a meeting for this purpose and tell Mr. Erickson to appear at that meeting and not appear at the Regular Board Meeting.

- IV. EXTENSION OF WEST MAIN STREET DISCUSSION** - Clerk-Treasurer, Bjorklund provided information to the board regarding property that was for sale through Edina Realty owned by the Bushey's. Mr. Krause noted that we have easement for sewer and water which is 50' now. There would need to be 66' to 70' for a road. The land would need to be researched to see where the force main is located as well. Mr. Krause and Public Works Director, Heyer will research this. He also noted that if the work was done, the Webster School District should help with the cost of that work. It would benefit them as well. When information comes back in the future by Mr. Krause, Village President, Roberts and Clerk-Treasurer, Bjorklund will contact Edina Realtor, Len Chute to let him know that the board is mildly interested in road access available property as well as where their easements are located on that property. More discussion and information will be provided at a future meeting.
- V. OLD SCHOOL DEMOLITION DISCUSSION** – Village President, Roberts stated there have been only some new developments. As part of the CDBG-PF Application to proceed, Angela Davis of the Bureau of Community Development – Wisconsin Department of Administration office needed answers to a few questions, such as: Indicate how the demolition and remediation activities alone (without consideration for medical facility infrastructure improvements) would have community-wide benefit to residents. Summarize how the Village is currently being underserved by the current medical services in the community, if applicable, and how the specific expansion(s) of types of or specializations of services, patient beds, both, or other provisions from the Medical Center expansion would address the Village's needs. Verify that the *primary* service area is the Village of Webster (with "surrounding communities" being secondary beneficiaries), to meet requirements for using the Village of Webster's community-wide benefit LMI Summary Data to qualify under the LMI Objective, and confirm that the Village will be acquiring the property for the demolition and environmental remediation. She also wanted the village to be aware that if the Village is awarded CDBG funds, the Village will need to reactivate the currently expired registration on SAM.gov prior to contracting. Dave Rasmussen needed to detail how the village has determined that this project meets the Low-to Moderate Income (LMI) National Objective. He had questions of Clerk-Treasurer, Bjorklund and Village President, Roberts about that determination. Expanded services would include additional and advanced practice providers with their complimentary care team; physical therapy; Dialysis, behavioral health counseling services, and dental care for low income patients. The new facility will double in size. This will help with the demand for services. Village President, Roberts was very optimistic after speaking with Mr. Rasmussen. He said there are a lot of funds available and our chances are quite good. Trustee, Maloney noted that Burnett County Administrator, Nate Ehalt stated that Burnett County wants to participate with the village when and if demolition takes place of the old high school.
- VI. COUNTY-OWNED HOFFMAN SITE DISCUSSION** – Public Works Director, Heyer noted that Ralph Smith has been working closely with MSA regarding field work they are doing for clean-up of property owned by Mr. Jerry Rand. There are 7 monitoring wells and he is taking responsibility for maintaining, testing, and final disposition under the well abandonment criteria. When the work was done by MSA, samples were pulled on the Hoffman Site that Burnett County owns. This is land that the Village of Webster would like to obtain once contamination is cleaned up and the wells are abandoned. The use of the land would be for future development of Village of Webster Municipal Offices. Mr. Hegge noted that there was no petroleum smell. The results should be back in a few weeks on that site. Trustee, Maloney noted that Burnett County Administrator, Nate Ehalt is working to prioritize the clean-up of this property.

- VII. INDUSTRIAL PARK LAND FOR SALE DISCUSSION** – Village President, Roberts noted that currently there is 5.2 acres for sale in the Industrial Park. He asked the board what they want to do with the land. There has been an inquiry by Federated Propane Company to situate tanks there much like Burnett Dairy does in the village. Trustee, Weis would like to utilize the property with a spec building with loading docks, etc. Village President, Roberts also stated that the fibre optic that is being installed in the village would also be a draw. The board will have further discussions regarding sale in the future.
- VIII. ADJOURNMENT.** Motion was made by Trustee, Weis to adjourn the Development and Annexation Meeting at 6:35 p.m., seconded by Trustee, Maloney. **Motion carried 7-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer

July 6, 2016

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