



VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday, July 9, 2014

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: Charlie Weis; Paul Berg; Kelsey Gustafson; Tim Maloney; Darrell Sears and Greg Widiker. Others present: Mason Getts; Bridget Getts; Oliver Getts; Police Chief, Michael Spafford; Public Works Director, Jay Heyer; 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. He then gave the floor to Mason Getts. Mason is planning on doing 2-3 signs similar to the signs the library created for fundraising efforts for the proposed playground. The signs are approximately 8' x 4'. He also had spoken with Moritz Lawn Care and they are willing to donate lawn and grounds maintenance for the playground once it is complete. They are willing to do 36 months of maintenance at that time. To date, Mason has raised \$3,973.42. He is presenting \$54 to the village tonight for additional fundraising. The board appreciates Mason's efforts and is willing to work with him on this venture.
- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Widiker to approve the **June 11, 2014 Regular Meeting Minutes**; seconded by Trustee, Sears. **Motion carried 7-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: June 10, 2014 – July 8, 2014** vouchers in the amount of; **\$70,097.59** as follows:
- a. General Fund - \$41,053.82
 - b. Water Fund - \$8,594.78
 - c. Sewer Fund - \$11,306.11
 - d. Library Fund - \$9,142.88
- And approval of receipts for: **June 10, 2014 – July 8, 2014** receipts in the amount of **\$17,787.71**. Motion was made by Trustee, Maloney; seconded by Trustee, Berg to approve Vouchers in the amount of **\$70,097.59** and Receipts in the amount of **\$17,787.71**. **Motion carried 7-0.**
- VII. **COMMUNICATIONS:** Village President, Roberts gave the floor to Clerk-Treasurer, Bjorklund. She stated that there was a question if the village owed the Town of Meenon past road tax. This would have been for a portion of East Bass Lake Road for the village Brush Dump and sewer ponds. Clerk-Treasurer, Bjorklund did send an e-mail to Clerk, Sue Eytcheson for the Town of Meenon regarding her findings. Clerk-Treasurer, Bjorklund checked with Anna Kraft at the Wisconsin Department of Transportation. She looked into various reports filed yearly by both entities involved. According to her, East Bass Lake Road in the Town of Meenon is 1.06 miles. There is no listing on that road for any road tax being distributed to the Village of Webster since 1988. She stated that the Town of Meenon is

receiving all the credit for the total of 48.61 miles of General Transportation Aids. She specifically asked Ms. Kraft if the annexed property for the village which is 1/8 of that road, was ever given transportation aids and she stated it appeared they were not. It most likely wasn't transferred into the village at the time of annexation (for General Transportation Aid's purposes.) Clerk-Treasurer, Bjorklund stated that the village uses the SOC (Share of Costs) formula using the transportation costs reported annually in the financial reporting form, and the Town of Meenon uses the RPM (Rate Per Mile) formula which is calculated at the rate per mile (by the DOT) multiplied by miles of roads in their taxing district. According to Clerk-Treasurer, Bjorklund; this issue has been resolved and no road tax is owed to the Town of Meenon. The board agreed.

VIII. PERSONNEL – Village President, Jeff Roberts: Village President, Roberts stated that a certified letter dated June 20, 2014 was received from The Wisconsin Professional Police Association at the village to open Police Union Negotiations. Village President, Roberts would like to schedule a Personnel Meeting in the future to discuss this.

IX. UTILITIES – Chairman, Paul Berg: Trustee, Berg gave the floor to Village President, Roberts. He had 4 Closeout Forms that need to be signed by Village President, Roberts to begin (and eventually finalize) the closeout process for the SDWLP loan. They are as follows:

- a) 8700-280 Acceptance Certification – DeSantis (Watermain)
- b) 8700-280 Project Acceptance Certification – Municipal Well & Pump (Well #3 Rehab)
- c) Exhibit G – Wage Rate Compliance Certification
- d) Exhibit E – Contract Utilization of DBEs

It should be noted that once the paperwork is signed and accepted, by no means will MSA send it in to the DNR prior to the final pay app/punch list items being worked out and approved with DeSantis for the watermain project.

Clerk-Treasurer, Bjorklund stated she had received a call from Sue Weis, Director of Burnett County Housing in the village. There are 6 duplexes that are currently being charged \$44.10 for (each) unit for Public Fire Protection. She thought that was excessive. Clerk-Treasurer, Bjorklund agreed. She asked the board to split the cost in half so that they are being charged \$22.05 for (each) unit instead of the \$44.10. That cost would make sense if the structure was bigger. She noted that they have a 1" service going into each duplex and that is where the costs come in. Motion was made by Trustee, Maloney to adjust their quarterly Public Fire Protection for those 12 units to \$22.05 quarterly instead of \$44.10. Motion seconded by Trustee, Widiker. **Motion carried 7-0.**

X. FINANCE – Chairman, Greg Widiker: Trustee, Widiker presented a request from Clerk-Treasurer, Bjorklund to review possible purchase of an aerial photography map. Handouts were "informational only" and she would like to see this considered in the 2015 budget. The last time a wall aerial map was done was in 1994. She stated there have been many changes in the view of the village since then. Village President, Roberts asked Clerk-Treasurer Bjorklund to research specific costs for this work that is set to be done in Burnett County in 2015. The village could participate if they chose to. Burnett County is requesting the flyovers. Clerk-Treasurer, Bjorklund will research costs and report back to the board for possible 2015 budget discussion.

Chief, Spafford is requesting a donation to the Webster Bike Rodeo similar to last year's donation. Upon investigation into the 2014 Budget, it appears that \$100 was budgeted for this Clerk-Treasurer, Bjorklund stated. Motion was made by Trustee, Widiker to donate \$100 from the Village of Webster to the Webster Bike Rodeo. Motion seconded by Trustee, Weis. **Motion carried 7-0.**

- XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Village President, Roberts mentioned that at last year's fair there were issues as to when the fairgrounds restroom was and wasn't open. He also stated that the fair board committee will not be cleaning the rest rooms. Last year, the village hired Kim Burdick to do the cleaning of the rest rooms and they paid her to do so. The board stated that the village will be responsible for keeping the rest rooms open and keeping them clean. Village President, Roberts will see that these issues are taken care of.

Trustee, Maloney stated that in a recent wind storm, the older portion of the grandstand fence fell down. The posts were rotted that secured that fence he stated. He checked with a few contractors to see if they would do the work, and the only contractor who said they would is Mike Pomerleau and Zmuda Construction. They presented an estimate for the work in the amount of \$6,738.22. Trustee, Maloney stated that a substantial amount of reclaiming building materials has been done by inmate prisoners from Burnett County. The posts will need to be replaced and cemented in. The steel can be reused and a large portion of the lumber. The remnants of lumber that remain will be hauled to the village brush dump and be burned, therefore eliminating the need for a dumpster. Trustee, Maloney will ask the company for an itemized billing for work done. Phil Koen, Claims Adjuster for Crawford and Company which was assigned the claim from the State of Wisconsin/Office of the Commissioner of Insurance stated they will pay \$1,000 towards this claim, Clerk-Treasurer, Bjorklund stated. Motion was made by Trustee, Berg to approve Mike Pomerleau and Zmuda Construction to do the fence repair before the Central Burnett County Fair which takes place July 24, 2014 – July 27, 2014. This approval is with the understanding that they provide an itemized billing and take into consideration work that was done by the village before they start the work and provide that billing. Motion seconded by Trustee, Sears. **Motion carried 7-0.**

Village President, Roberts would like to see the dog park mowed monthly. He asked the board if they knew of anyone who could handle the large area of the park. Trustee, Weis stated that he spoke with Cheryl Ingalls and she mentioned there was an individual who would volunteer to do the work. Trustee, Weis will follow up with this discussion with Ms. Ingalls.

Trustee, Maloney has sent Joe Wacek of DSI an e-mail regarding progress for the walking trail and parking areas of the dog park. Trustee, Maloney wanted to stress the need with him that the work needs to be done soon. The rain is putting a strain on gravel work that has already been done. His fear is that more work will need to be put into this project and this will cost additional money. He will report his progress findings at next month's meeting.

- XII. STREETS – Chairman, Kelsey Gustafson:** Trustee, Gustafson wanted to let the board that he and Public Works Director, Heyer are working on bid specifications for a new dump truck. He will place an ad soliciting for bids in the near future and present his sealed bids for opening at next month's meeting.

XIII. JUDICIAL – Chairman, Charlie Weis: Trustee, Weis reviewed the updated Special Event Application that included a yearly fee of \$50 and a basic fee of \$10. Trustee, Weis would like to see the application revised for basic fees of \$15, which would cover individual events. He also stated that the \$50 fee is based on the calendar year. He also wanted it made known that ALL dates for events need to be listed on the form for yearly events. Motion was made by Trustee, Weis to approve the changes discussed; seconded by Trustee, Berg. **Motion carried 7-0.**

Trustee, Weis noted that there had been dog complaints in the village recently. He wanted the board to know that unlicensed, unvaccinated and mean dogs are at the forefront. Chief, Spafford stated that he is addressing these problems and if the issue continues with repeat offenders, the board will need to address the course of action at that time. He will keep the board informed regarding these issues.

Clerk-Treasurer, Bjorklund wanted the board to disallow a claim against the Village of Webster for damage to a vehicle that fell in a sinkhole at the dog park. Pursuant to Wisconsin Statute 893.80(1g) the village needs to disallow the claim to let the villages and the claimant's insurance to proceed. The village is taking the stance to disallow the claim under the advisement of Statewide Services, Inc. who manages claims for the Wisconsin League of Wisconsin Municipalities Municipal Insurance. They felt the village was not negligent in their handling of this issue. Motion was made by Trustee, Widiker to disallow the claim; seconded by Trustee, Weis. **Motion carried 7-0.**

Chief, Spafford read the police report. He also noted that the Webster Bike Rodeo will take place on Saturday, August 9, 2014 at 10:00 a.m. The BMX show will take place again near the Webster Fire Hall. Billy Summer will be there to show attendees bike maintenance.

XIV. DEVELOPMENT AND ANNEXATION COMMITTEE: Trustee, Sears had nothing new to report.

- 1) **WEBSTER RURAL FIRE DEPARTMENT – Trustee, Maloney:** Trustee, Maloney noted the next fire meeting will be Thursday, July 17, 2014.
- 2) **FUTURE MEETINGS:**
 - a) **Regular Board Meeting (Wednesday, August 13, 2014 @ 6:00 p.m.)**
 - b) **Personnel Meeting (to be determined.)**

XV. ADJOURNMENT. Motion was made by Trustee, Sears; seconded by Trustee, Gustafson to adjourn at 6:55 p.m. **Motion carried 7-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer – July 10, 2014

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

Village President, Jeff Roberts

Trustee, Paul Berg

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Darrell Sears

Trustee, Charlie Weis

Trustee, Greg Widiker

Attest: _____
Clerk-Treasurer, Patrice Bjorklund