



VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday – February 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: 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.
 - V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the January 14, 2015 Caucus Minutes; seconded by Trustee, Weis. **Motion carried 6-0.** Motion was made by Trustee, Sears to approve the January 14, 2015 Regular Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the January 19, 2015 Judicial Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Maloney to approve the January 19, 2015 Personnel Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the February 4, 2015 Personnel Meeting Minutes; seconded by Trustee, Sears. **Motion carried 6-0.**
 - VI. **APPROVAL OF VOUCHERS & RECEIPTS: January 13, 2015 – February 9, 2015** vouchers in the amount of; **\$156,413.04** as follows:
 - a. General Fund - \$85,739.20
 - b. Water Fund - \$22,749.14
 - c. Sewer Fund - \$34,480.73
 - d. Library Fund - \$13,443.97and approval of receipts for: **January 13, 2015 – February 9, 2015** receipts in the amount of **\$667,351.13**. Motion was made by Trustee, Maloney; seconded by Trustee, Widiker to approve vouchers in the amount of **\$155,413.04** and receipts in the amount of **\$667,351.13**. **Motion carried 6-0.**
 - VII. **COMMUNICATIONS:** Village President, Roberts asked the board to look over e-mail correspondence from Mike Kornmann of the BCDA. He stated that their next meeting will be on March 4th. This will be an annual meeting. Part of the annual meeting is to appoint board members for a period of one year and to amend the bylaws if needed. Motion was made by Trustee, Weis to appoint Clerk-Treasurer/Bjorklund as representative from the Village of Webster at that meeting for a period of one year; seconded by Trustee, Sears. **Motion carried 6-0.** Discussion also took place regarding appointment of a Webster Village Resident to the Larsen Family Public Library Board. Tim Quinn who

is a resident would like to be on the board. Motion was made by Trustee, Weis to appoint Tim Quinn to the library board as a Webster Village Resident; seconded by Trustee, Widiker. **Motion carried 6-0.**

- VIII. UTILITIES – Chairman, Darrell Sears:** Trustee, Sears gave the floor to Public Works Director, Heyer. Public Works Director, Heyer discussed the need for backflow preventers as part of cross connection inspection. The DNR is mandating that these are put on all outside faucets, laundry tubs and boiler systems. He stated that the backflow preventers that are on the inside of buildings cost approximately \$6.00 each and the outside preventers that have a vacuum breaker are \$20.00 or more. He stated that the outside backflow preventers that are more expensive are specifically self-draining. These would prevent any frozen pipes or freeze issues outside of buildings. Discussion took place regarding how to implement the installation of those backflow preventers for customers. The board decided that a letter will go out in the water bills for 1st quarter 2015. The letter will ask customers if they would be interested in purchasing backflow preventers from the village or purchase them on their own. Customers will have one quarter after this to have those installed in various places as needed in their residences and businesses. If they do not do the installation of those backflow preventers by then, a letter will be sent out to non-compliant individuals. Motion was made by Trustee, Weis to proceed with the letter; seconded by Trustee, Sears. **Motion carried 6-0.**
- IX. FINANCE – Chairman, Greg Widiker:** Trustee, Widiker presented Chief, Spafford’s request for purchase of a 40 watt solar panel for the existing speed board that the village owns. Chief, Spafford included a copy of the proposal from Lightcast, Inc. in the amount of \$842.00 which did not include shipping, handling or insurance costs to have the item shipped. Discussion took place regarding a solar vs. hard-wired unit. Trustee, Widiker preferred the solar unit for maintenance and cost purposes. The board agreed. Clerk/Treasurer, Bjorklund asked where the money would come from to pay for this purchase. Trustee, Weis thought the most logical place would be from the General Fund fine collections for the Municipal Court. Motion was made by Trustee, Widiker to purchase the solar panel speed board from Lightcast, Inc. and have the monies come from collections of municipal court fines/forfeitures from the General Fund. Motion was seconded by Trustee, Weis. **Motion carried 6-0.**
- 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 gave the floor to Chief, Spafford. Chief, Spafford read the monthly police report. There were 35 events handled. He stated that a countywide truancy meeting was held at the Webster Community Center on Tuesday, February 9, 2015 from 11:00 a.m. – 2:00 p.m. The main topic at that meeting was to have a new countywide truancy policy that all departments can improve upon that policy and make it more effective. There will be another meeting on April 29, 2015 to discuss further. There will be Chief’s meetings held every quarter. They are usually held in Siren at the Siren Police Department. The meeting focused on mutual aid throughout all departments. Sheriff, Ron Wilhelm also addressed concerns that each department has as well as issues with the sheriff’s department as well as the dispatch/jail. There are positive changes coming Chief, Spafford noted. The new Badger TRACKS (Traffic and Criminal Software) developed by the Iowa State Patrol to manage tickets, accident reports, car deer tags, etc. is almost in place. SLEET Software which is the records management system for the Webster Police Department will be updated shortly. This software was purchased previously by the Clerk/Treasurer/Court Clerk and she had used

it. Ordinances are being updated in the Police Department computer for these systems Chief, Spafford stated.

There were no Operator's Licenses at this time.

There was a land use permit presented for Richard and Terri Estridge for an addition to their store and a storage garage. The village is quit claiming a small lot which is approximately 25' x 100' for that use. They will use that lot combined with current property they own at 26500 Lakeland Avenue North for that purpose. Adam Benson, Attorney at Law drafted the Quit Claim Deed document for the Village of Webster. The amount of value associated with this property is \$100.00. Motion was made by Trustee, Sears to Quit Claim the lot owned by the Village of Webster to Richard and Terri Estridge for that purpose. The Estridge's will pay any fees associated with filing the Quit Claim Deed through Adam Benson and the Register of Deeds Office in Burnett County. Motion was seconded by Trustee, Widiker. **Motion carried 6-0.**

XIII. DEVELOPMENT AND ANNEXATION COMMITTEE: Village President, Roberts had nothing new to discuss.

- 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) ***Regular Meeting – Wednesday, March 11, 2015 @ 6:00 p.m.**
 - c) ***Personnel Meeting – March 24, 2015 @ 6:00 p.m.**
 - d) ***Quarterly Judicial Meeting – Tuesday, March 24, 2015 *immediately following Personnel Meeting @ 6:00 p.m.**

XIV. ADJOURNMENT. Motion was made by Trustee, Sears; seconded by Trustee, Widiker to adjourn at 7:04 p.m. **Motion carried 6-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer – February 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