



VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday – January 14, 2015 @ 5:55 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 5:55 p.m.
 - II. **ROLL CALL** – Village President, Jeff Roberts; Trustees: Kelsey Gustafson; Tim Maloney; Greg Widiker; and Darrell Sears. Others present: David Rasmussen, MSA; Police Chief, Michael Spafford; Public Works Director, Jay Heyer; Sherrill Summer, Inter County Leader; and Clerk-Treasurer, Patrice Bjorklund. Absent: Trustee, Charlie Weis.
 - 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. **UTILITIES – Chairman, Darrell Sears:** Village President, Roberts gave the floor to David Rasmussen of MSA. He discussed the Webster CDBG Grant Agreement #PF 14-34 Draft which Village President, Roberts and Clerk-Treasurer, Bjorklund had previously reviewed. The original copy that was mailed and e-mailed from the WI Department of Administration – Division of Housing Grant Specialist, Angela Davis was incorrect. It was for the City of Antigo, not the Village of Webster. David brought the corrected copy and discussed with the board. The Department had approved an award in the amount of \$410,000 for the eligible sewer activities detailed during the application process for CDBG Funding. David noted a few changes in the agreement, such as start date and completion of the projects. He would like Angela to know that the village would like to start the projects on September 1, 2015 and completion would take place on October 31, 2016. He reminded the board that there will be no CDBG dollars used for administration of the project, and the costs would be \$25,000. He stated that after approval, the board will be able to obtain a final copy once approved by the Department. The board could choose to make changes at that time if necessary. After David discussed the grant agreement, motion was made to approve by Trustee, Sears; seconded by Trustee, Widiker. **Motion carried 5-0.** Village President, Roberts also noted that loan paperwork for Interim Financing took place earlier in the day and a Cashier’s Check from US Bank was issued in the amount of \$200,000 for the project.
 - VI. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the December 10, 2014 Regular Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 5-0.**
 - VII. **APPROVAL OF VOUCHERS & RECEIPTS: December 9, 2014 – January 12, 2015** vouchers in the amount of; **\$195,759.76** as follows:
 - a. General Fund - \$161,424.39
 - b. Water Fund - \$9,667.72
 - c. Sewer Fund - \$13,555.63
 - d. Library Fund - \$11,112.02

and approval of receipts for: **December 9, 2014 – January 12, 2015** receipts in the amount of **\$224,058.50**. Motion was made by Trustee, Maloney; seconded by Trustee, Sears to approve vouchers in the amount of **\$195,759.76** and receipts in the amount of **\$224, 058.50**. **Motion carried 5-0**.

VIII. COMMUNICATIONS: Village President, Roberts asked the board to look over the minutes from the last Burnett Town's Association Meeting. He reminded the board that there will be another meeting next Thursday, January 19, 2015 @ 7:00 p.m. at the Burnett County Government Center if anyone else would like to attend with him.

Clothing purchase slips were looked over from Part-time Officer, Petersen; Chief, Spafford and Full-time Officer, Getts for 2014 purchases. Trustee, Maloney asked about purchase of a handgun safe for Officer, Getts. Chief, Spafford stated that this was a purchase to secure her handgun in her home. Trustee, Maloney would like to see the Clothing Allowance changed to Clothing/Equipment Allowance in the General Fund. He would also like this discussed and possibly changed in the Union Contract during negotiations of that contract.

- IX. PERSONNEL – Village President, Jeff Roberts:** Village President, Roberts stated that most Full-time employees are satisfied and agreed to wages and benefits proposed. The union employee still has not settled with the village. There is an upcoming Personnel Meeting after the Judicial Meeting on January 19, 2015 to discuss this issue.
- X. UTILITIES – Chairman, Darrell Sears:** Chairman, Sears's discussion took place in an earlier portion of the meeting.
- XI. FINANCE – Chairman, Greg Widiker:** Trustee, Widiker had under his portion of the agenda discussion regarding Fair Board donation. During the December 2014 Budget Hearing, the board approved \$5,700 for a fair donation. Clerk-Treasurer, Bjorklund wanted to know when she should distribute this payment to them. Trustee, Maloney stated that once they ask for the check, Clerk-Treasurer, Bjorklund should make note of who received the donation. The board agreed. Clerk-Treasurer, Bjorklund will note who receives the payment after the fair board requests it.
- XII. PUBLIC PROPERTY – Chairman, Tim Maloney:** Trustee, Maloney had nothing new to report.
- XIII. STREETS – Chairman, Kelsey Gustafson:** Trustee, Gustafson had nothing new to report.
- XIV. JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis was absent, so Village President; Roberts chaired this portion of the meeting.
- Chief, Spafford read the monthly police report. Operator's licenses for: Jenna Henry, Amanda Bruss and Whitney Smith were looked over for Stop-A-Sec/Holiday. There were no land use permits at this time.
- XV. 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 January 15, 2015.
- 2) **FUTURE MEETINGS:**
 - a) *Webster Rural Fire Association Meeting – Thursday, January 15, 2015 @ 7:00 p.m.
 - b) *Quarterly Judicial Meeting – Monday, January 19, 2015 @ 6:00 p.m.
 - c) *Personnel Meeting – Monday, January 19, 2015 “immediately after Judicial Meeting.”
 - d) *Town’s Association Meeting – Thursday, January 22, 2015 @ 7:00 p.m.
 - e) *Regular Meeting – Wednesday, February 11, 2015 @ 6:00 p.m.

XVI. ADJOURNMENT. Motion was made by Trustee, Maloney; seconded by Trustee, Sears to adjourn at 6:40 p.m. **Motion carried 5-0.**

Respectfully submitted,

Patrice Bjorklund

Patrice Bjorklund, Clerk-Treasurer – January 15, 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