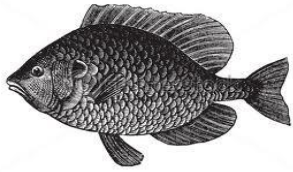


REGULAR MEETING BOARD MINUTES

Wednesday – October 11, 2017 @ 6:00 p.m.
7505 Main Street West, Webster, WI



VILLAGE OF WEBSTER

- 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; Greg Widiker; Darrell Sears; Charlie Weis; Sarah Casady and Tim Maloney. Others present: Ryan Streff-Mobilitie, Bill Summer-Webster Chamber, Marie Masters-Resident, Chuck and Deb Vogland-Potential Residents, Public Works Director, Jay Heyer; Chief, Michael Spafford; Clerk/Treasurer, Debra Doriott-Reineccius, Sean Devin-Burnett County Sentinel, and Becky Strabel – Inter County Leader Newspaper. 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. Village President, Roberts gave the floor to Ryan Streff from Mobilitie. Ryan handed out final plans for installing communication tower on Industrial Avenue. He has been in contact with the Village Attorney; Adam Benson, who is drafting the agreement. He is looking to bring the agreement; which would include the yearly lease fee, to the November 2017 Board Meeting for final approval. President, Roberts will talk to Adam Benson about the agreement and perhaps have a Finance or Development meeting before the November Board Meeting. Clerk/Treasurer, Reineccius asked if any discussion and agreement needed on the amount for the yearly lease. President, Roberts stated that he will talk to Adam about this. Ryan did state that there are differing amounts depending on private land or in right of way; ranging from \$500.00 to \$2500.00. Trustee, Maloney asked Ryan to provide examples of lease amounts that other municipalities are receiving. Ryan will get these examples to Adam Benson.

President, Roberts than gave the floor the Chamber President, Bill Summer. The chamber has an idea of building an ice rink, within the village, for open skate, broom ball, etc. He is seeking ideas on where to put it. He is thinking of buying a portable rink and potentially obtaining grant money to help with the cost. The size of the rink would be approximately 30 X 50. Trustee, Maloney suggested the areas between the ball field and the Senior Center, or the horse arena. He also stated that in the past, when there was an ice rink, the participation weened. Bill stated that the Chamber is very interested and hopefully this will spark group and or individual activities in the winter time. Conversation took place on how the rink was flooded in the past. The board gave the Chamber permission to pursue the future ice rink.

President, Roberts than gave the floor to village resident, Marie Masters. Ms. Masters stated that her leaky toilet got fixed yesterday and she is requesting her utility bill will be reduced. She provided her last bill, which was \$333.00. This amount is approximately triple her normal quarterly bill. Trustee, Weis suggested taking a 12-month average to determine a new amount. Motion was made by Trustee, Casady to reduce Ms. Masters' utility bill to a 12-month average amount; seconded by Trustee, Widiker. **Motion carried 7-0.**

President, Roberts than introduced Chuck and Deb Vogland. The Voglands have put in an offer to purchase two lots in Smith Pines. The offer is \$9000.00 and they have put \$1000.00 down in earnest money. President, Roberts said there are two things to discuss: (1) if the Village is willing to accept the offer and (2) current covenants. One of the covenants states that a building permit must be obtained within 90 days and construction must be completed within two years. The Voglands are okay with the construction timeframe but would like to postpone the building permit as they will not begin building until Spring or Summer 2018. Another covenant that the Voglands would like amended is the requirement of at least 1200 square feet; they are looking at building a house around 900-1000 square feet. Public Works Director, Jay Heyer, asked if their plans were to only have a garage on one of the lots. Heyer stated that each lot was set up for water and sewer. Mr. Vogland said not sure on the location of the garage but they want to purchase two lots. President, Roberts said that the board previously said this was okay for a previous interested party. Trustee, Weis asked to see proposed lay out. Trustee, Widiker asked for the map of available lots and Mrs. Vogland said they are interested in lots two and three. Mr. Vogland asked for the building permit timeframe to be amended. Discussion took place on the initial reason for this covenant. Trustee, Weis asked the size of the garage and if it would be attached or not. Suggestion was made to have the two lots resurveyed and combine into one lot. Trustee, Maloney clarified the initial reason of the 1200 square feet living space covenant was established because the lots in Smith Pines are larger than the normal sized lots in the village. Trustee, Widiker clarified that the Vogland's intent is an attached garage and they still want two lots. Mr. Vogland confirmed they are interested in two lots and that they are having plans drawn up for a 960 square foot house. He said he is fine with 1200 square feet if necessary; but it is bigger than they want. Trustee, Gustafson asked about conditional use and President, Roberts agreed this is something that could potentially be done. He also stated that we can work around the 90-day building permit. Trustee, Weis suggested tabling this until next month's meeting; allowing the Voglands time to submit building plans and the board to make decision on the covenants. President, Roberts said the board is in favor of selling the lots and getting homes built. Trustee, Widiker suggested discussing further in a Development and Annexation Committee Meeting. The board agreed. The Voglands will let President, Roberts know when they get their house plans back.

V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the September 13, 2017 CDBG Public Hearing Meeting Minutes, seconded by Trustee, Casady. **Motion carried 7-0.** Motion was made by Trustee, Casady to approve the September 13, 2017 Board Meeting Minutes, seconded by Trustee, Weis. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the September 20, 2017 Board of Review Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the October 2, 2017 Personnel Meeting Minutes; seconded by Trustee, Casady. **Motion carried 7-0.** Trustee, Gustafson pointed out error in the September 13, 2017 CDBG Public Hearing Meeting Minutes. Minutes show original grant amount of \$100 million and the correct amount should read \$1 million. Motion made by Trustee, Gustafson to amend and approve the September 13, 2017 CDBG Public Hearing Meeting Minutes with the correct amount of \$1,000,000.00; seconded by Trustee, Maloney. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the October 3, 2017 Special Board with SCRMC Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 7-0.** Trustee, Weis asked where the banner boards went. President, Roberts said that two went to Library and one is at the high school gym door for display.

VI. **APPROVAL OF VOUCHERS & RECEIPTS:** September 12, 2017 – October 9, 2017 vouchers in the amount of: **\$116,275.52** as follows:

- a. General Fund - \$58,756.41
- b. Water Fund - \$7,212.09
- c. Sewer Fund - \$43,156.90
- d. Library Fund - \$7,150.12

Trustee, Weis confirmed the voucher for JKP was the final payment. He also asked what voucher made out to Ascensus Trust was for. Clerk/Treasurer, Reineccius informed board that this payment is for retirement for the Librarian, Full-Time Police Officer and Chief of Police. President, Roberts informed the board that the Brick Sale donations were distributed. Larsen Family Library received \$800.00 and \$200.00 each to Northwest Passage/In A New Light, Burnett County Tourism and Webster Education Foundation. Approval of receipts were also presented for: **September 12, 2017 – October 9, 2017** in the amount of **\$4,448.04**. Motion was made by Trustee, Maloney; seconded by Trustee, Widiker to approve vouchers in the amount of **\$116,275.52** and receipts in the amount of **\$4,448.04**. **Motion carried 7-0.**

VII. COMMUNICATIONS: Clerk/Treasurer, Reineccius included in all board member’s packets Burnett County Newsletter. Also included in the packets was a thank you card from MSA.

VIII. PERSONNEL – Chairman, Sarah Casady: Nothing new to report.

IX. PUBLIC UTILITY – Chairman, Darrel Sears: Nothing new to report.

X. FINANCE – Chairman, Greg Widiker: President, Roberts explained that American Tower does reviews for cell phone communication tower leases. They have sent us a letter explaining two new options on our tower lease; consisting of lump sum payments or continue with the current yearly lease amount. He did do research and it is a legitimate company. He also said that we may be able to negotiate. Discussion ensued on current lease benefit vs. the benefits of the new options. President, Roberts reiterated that current lease contract is through year 2039. Trustee, Casady would like more time to think about it. Trustee, Weis suggested checking with other municipalities. Decision was made to table for now.

Trustee, Widiker brought up advertising in the 2018 Burnett County Visitor Guide. Last year, the village purchased a full color half page ad in the amount of \$425.00. He asked the board for their opinion and passed around last year’s ad. Trustee, Casady thinks the ad is beneficial. Trustee, Weis commented that it would be more conspicuous if we were not in there. Trustee, Widiker suggested adding the fireworks, fair and redoing the pictures on the ad. Motion made by Trustee, Weis to purchase a full color half page ad in the 2018 Burnett County Visitor Guide; seconded by Trustee, Widiker. **Motion carried 7-0.**

XI. PUBLIC PROPERTY – Chairman, Tim Maloney: Trustee, Maloney had nothing new to report. He asked the members of the Press to be careful and ensure accuracy when quoting or paraphrasing board members. Trustee, Maloney stated that he has been incorrectly quoted, his words have been taken out and or he has been incorrectly paraphrased in the newspaper and this has caused him some issues.

XII. STREETS – Chairman, Kelsey Gustafson: Trustee, Gustafson started his portion of the meeting with snow removal on main street. He asked if there are any other options than Bruce’s Auto. He did state that Bruce has done a great job and is reasonable but asking if anyone has desire to seek other options. Question was raised if we had a two -year contract with Bruce’s. Public Works Director, Heyer stated that there was a contract the first time but last year there was not. Last year, Bruce said he would do it

for same price as the previous year. So, Bruce he did the snow removal last year. Heyer doesn't think Hopkins is interested but Bruce said he can continue to do it. However, Bruce may need to raise the price but it will be close to last year. The decision was made to get a quote from Bruce's. President, Roberts clarified that he would be paid the same amount for the remainder of the year and the new price would go into effect in 2018. Heyer stated that a few years ago, Rick Hopkins presented an option that the village could lease a front- end loader, from Hopkins. But, we would have to store it here, have someone run it, etc. It was decided that this option is not feasible. Trustee, Maloney asked Public Works Director, Heyer to get a written quote from Bruce's Auto that would go in effect January 2018. Trustee, Gustafson asked if this would be January to January or season to season. It was clarified that it would be season to season (i.e. 2017-2018 Snow Season.) President, Roberts asked amount Bruce charged last year. Heyer thought it was \$75 an hour. Heyer will bring quote from Bruce's Auto to November Board Meeting for discussion and possible approval.

Trustee, Gustafson informed the board that since last month's meeting, the two culverts have been replaced on Bass Avenue. He added that the cost was much more than expected. Trustee, Maloney has been asked by residents if it will remain gravel. Trustee, Gustafson said it will remain gravel until spring.

- XIII. JUDICIAL – Chairman, Charlie Weis:** Trustee, Weis opened his portion of the meeting with the land use permit for Mobilitie. He stated that we don't need to approve these. The permit indicates an estimated value of \$30,000 and it's under 20 foot utility pole. Weis then informed Public Works Director, Heyer that the bottom of the pole will hit within 12 feet of our sewer line. Heyer said that it will be too close. Trustee, Maloney said this will need to be reviewed before the board approves and is asking for Mobilitie's land use permit to be approved, at a later date, by the village board. Trustee, Widiker asked if we need or should notify Nexen of this pending pole.

Police Call Summary was included in members' packets. Chief, Spafford stated a lot of damage was done during the fair. Some carnival workers removed barricades and police tape and tore up the lawn between the Senior Center and the ball field with their personal vehicles. They also drove into the RV Dump stand pipe and broke it. Someone, from the public, backed into the north slider door on Forestry Building. Accident reports were done and insurance filed for the damaged door. Chief, Spafford reported the damage done by the carnival workers to the carnival owner. He also told the owner about prior year damage. The owner will be sending a check to cover damage to the lawn at the Senior Center. Chief, Spafford stated that in years' past he would meet with the fair owner ahead of time; but the owner did not come up this year so the meeting never happened. The October 2017 Police Schedule was also included. Chief, Spafford is in training a couple days next week. Trustee, Weis stated that all three part-time officers are on the schedule and he thought their hours would be cut back. He also asked about November. Chief, Spafford will keep their hours in November, too.

- XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** Village President, Roberts said he will set up committee meeting to discuss Smith Pines covenants and Vogland's offer.

- XV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Trustee, Maloney stated the Fire Association set the budget for 2018; which represents a 3.4% increase. The reason for the increase was mostly because of a \$17,000 repair to the ladder truck. There are currently 26 firefighters and their hope is to increase to 30. The renovations to the fire hall are complete and if

any residents would like to visit; they can get ahold of Chief, Steiner. The next meeting is set for January 17, 2018.

XVI. BURNETT COUNTY DEVELOPMENT ASSOCIATION (BCDA) – No appointment at this time. This committee may be dissolved and replaced with something else.

XVII. FUTURE MEETINGS:

- **October 18, 2017 *Budget Meeting @ 6:00 p.m.**
- **October 24, 2017 *Judicial Meeting @ 6:00 p.m.**
- **November 8, 2017 *Regular Meeting @ 6:00 p.m.**

XVIII. ADJOURNMENT. Motion was made by Trustee, Widiker; seconded by Trustee, Weis to adjourn the meeting at 7:15 p.m. **Motion carried 7-0.**

Respectfully submitted,

Debra Doriott-Reineccius

Debra Doriott-Reineccius, Clerk-Treasurer – October 11, 2017

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

Village President, Jeff Roberts

Trustee, Sarah Casady

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Darrell Sears

Trustee, Charlie Weis

Trustee, Greg Widiker

Attest: _____
Clerk-Treasurer