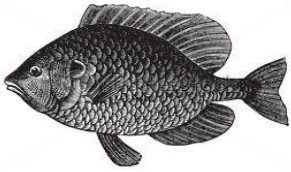


# REGULAR MEETING BOARD MINUTES

Wednesday – December 12, 2018 @ 6:00 p.m.  
7505 Main Street West, Webster, WI



**VILLAGE OF WEBSTER**

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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: Sarah Casady; Kelsey Gustafson; Tim Maloney; Darrell Sears; Greg Widiker and Charlie Weis. Others present: Rick Estridge, Wayne’s Foods Plus; Mark Krause, Wagner Surveying; Webster Police Chief, Stephenie Wedin; Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; Becky Strabel -Inter County Leader Newspaper and Jonathon Richie – Burnett County Sentinel Newspaper. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – Item 6 E. a) Should say *Price* for Main Street Snow Removal (Not Bid)
- IV. **VISITOR RECOGNITION** – Village President, Roberts gave the floor to Rick Estridge, Wayne’s Foods Plus and Mark Krause, Wagner Surveying. Mark handed out maps of where Wayne’s Foods Plus is situated on the lot. Throughout the years, Wayne’s Foods Plus has expanded; resulting in their property encroaching on the Village Streets of Apple W and Musky S. Although this was previously approved via a hand shake agreement with the Village Board, it now must be officially addressed. Christa King is selling Wayne’s to R & J Grocery Enterprises, LLC; owners Rick Estridge and Jason Nilssen. With Wayne’s prior expansions, the store is also very close the Village’s water and sewer lines. These utilities serve Wayne’s and the Senior Center. Mark provided two options: Village sell the portions of the streets to Wayne’s or establish a permanent easement. Rick reiterated the need for this to be officially resolved quickly and he feels a permanent easement is the solution. President, Roberts agrees. Trustee, Widiker asked the reason for Village to retain the area west of Wayne’s. Trustee, Maloney stated if the Village ever wanted to extend Musky south of Wayne’s. President, Roberts pointed out the permanent easement would not be the entire street but only 10-15 feet. Mark further explained that the sewer manhole is only about 10-12 feet from Wayne’s back corner. Public Works Director, Heyer interjected that the water main is actually closer to the building than the sewer. Mark questioned if something did happen to the water/sewer lines; who would be financially responsible for repair. He suggests this also be covered in the legal documentation. Rick said closing date in January 14<sup>th</sup> and the easement language will need to be included. Trustee, Widiker questioned whose legal team will be drafting the agreement. The consensus was that the Village’s attorney will draft and then be reviewed by Wayne’s legal team. Motion was made by Trustee, Widiker to pursue a permanent easement through the Village Attorney; seconded by Trustee, Sears. Wagner Survey will also draft CSM. Mark also suggested including all Wayne’s dimensions of the building and parking lots; all encroachments and setbacks. **Motion carried 6.0.**
- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the November 14, 2018 Budget Public Hearing Meeting Minutes; seconded by Trustee, Casady. **Motion carried 6-0.** Motion was made by Trustee, Casady to approve the November 14, 2018 Regular Board Meeting Minutes; seconded by Trustee, Weis. **Motion carried 6-0.**

- VI. APPROVAL OF VOUCHERS & RECEIPTS: November 13, 2018 – December 9, 2018** vouchers in the amount of: **\$68,549.82** as follows:
- a. General Fund - \$49,419.53
  - b. Water Fund - \$3,773.58
  - c. Sewer Fund - \$3,598.80
  - d. Library Fund - \$8,014.77
- Approval of receipts were also presented for: **November 13, 2018 – December 9, 2018** in the amount of **\$159,688.92**. Motion was made by Trustee, Weis; seconded by Trustee, Maloney to approve vouchers in the amount of: **\$68,549.82** and receipts in the amount of **\$159,688.92**. **Motion carried 6-0.**
- VII. COMMUNICATIONS:** The Burnett County Newsletter was included in members’ packet. Caucus Meeting set for January 9, 2018.
- VIII. PERSONNEL – Chair, Sarah Casady:** Motion was made by Trustee, Weis to approve the International Union of Operating Engineers Collection Bargaining Agreement; seconded by Trustee, Sears. **Motion carried 6-0.**
- IX. PUBLIC UTILITY – Chairman, Darrel Sears:** Nothing new to report.
- X. FINANCE – Chairman, Greg Widiker:** Chairman, Widiker opened his portion of the meeting with discussion of Employee Christmas Bonuses. Motion was made by Trustee, Widiker to keep the parameters as last year; to pay Full-Time Employees \$100 and Part-Time Employees \$50, with minimum of 120 hours worked required for eligibility; seconded by Trustee, Gustafson. **Motion carried 6-0.**
- The Larsen Family Public Library Donation letter was just informational. Trustee, Weis praised the Library Board for the well written letter.
- President, Roberts stated that SCRMC PILOT Agreement is also just informational.
- XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Nothing new on agenda. Chairman, Maloney said the new kitchen floor is done in the Community Center and looks nice.
- XII. STREETS – Chairman, Kelsey Gustafson:** Chair, Gustafson clarified that although the agenda says “Bid for Main Street Snow Removal” is should say Price; there was no bidding for this. Price from Bruce Gibbs, from Bruce’s Auto, went up \$5 an hour from last year; for a total of \$95 an hour. This price is good through Spring 2020. Motion was made by Trustee, Widiker to accept the price of \$95 an hour from Bruce’s Auto; seconded by Trustee, Casady. Public Works Director, Heyer contacts Bruce when his services are needed, unless there is a substantial amount and then Bruce just knows he needs to remove the snow on Main Street. **Motion carried 6-0.**
- XIII. JUDICIAL – Chairman, Charlie Weis:** The Police Department schedule was handed out. Chief, Wedin read the calls of service for the month.

Chairman, Weis then presented Wayne’s Foods Plus Alcohol License Application and Tobacco Products License Application. As stated earlier in the meeting, there will be a change in ownership for Wayne’s in

January, 2019. Motion made by Trustee, Weis to approve Wayne's License applications; seconded by Trustee, Widiker. **Motion carried 6-0.**

Chairman, Weis then discussed the request to approve the Certified Survey Map for Martin Manfield's property. Currently, the lot line between his two parcels goes through a building. This CSM merely reconfigures the lot line between the two parcels. Motion made by Trustee, Gustafson to approve the Certified Survey Map for the Manfield's property; seconded by Trustee, Sears. **Motion carried 6-0.**

Chairman, Weis then presented the request from SCRMC for a Land Use Permit to install directional signs in their parking lots. Public Works Director, Heyer approves of these signs and their locations. Motion was made by Trustee, Maloney to approve the Land Use Permit; seconded by Trustee, Casady. **Motion carried 6-0.**

Chairman, Weis read Resolution #2018-04 : Resolution for County Library Levy Exemption. Motion made by Trustee, Maloney to approve Resolution #2018-04; seconded by Trustee, Widiker. **Motion carried 6-0.**

Chairman, Weis opened the floor for dialog on choosing the official newspaper for the Village. After discussion, it was determined that having both newspapers would not be financially feasible. Motion was made by Trustee, Widiker to retain The Inter-County Leader as the Village's legal newspaper; seconded by Trustee, Gustafson. **Motion carried 6-0.**

XIV. **DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** Nothing new on agenda.

XV. **WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Nothing new to report.

XVI. **ANNOUNCEMENTS & FUTURE MEETINGS:**

- **January 3, 2019 \*Development and Annexation Meeting @ 6:00 p.m.**
- **January 9, 2019 \*Caucus @ 5:45 p.m.**
- **January 9, 2019 \*Regular Board Meeting @ 6:00 p.m.**
- **January 17, 2019 \*Webster Rural Fire Association @ 7 p.m.**

XVII. **ADJOURNMENT.** Motion was made by Trustee, Widiker; seconded by Trustee, Sears to adjourn the meeting at 6:45 p.m. **Motion carried 6-0.**

Respectfully submitted,

*Debra Doriott-Kuhnly*

Debra Doriott-Kuhnly, Clerk-Treasurer  
December 12, 2018

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

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Village President, Jeff Roberts

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Trustee, Sarah Casady

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Trustee, Kelsey Gustafson

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Trustee, Tim Maloney

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Trustee, Darrell Sears

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Trustee, Charlie Weis

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Trustee, Greg Widiker

Attest: \_\_\_\_\_  
Clerk-Treasurer