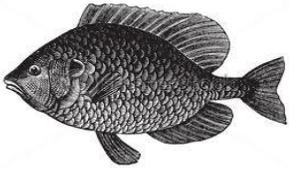


REGULAR MEETING BOARD MINUTES

Wednesday – September 13, 2017 @ 6:00 p.m.
7505 Main Street West, Webster, WI



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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: Sarah Casady; Kelsey Gustafson; Tim Maloney; Darrell Sears; Charlie Weis; and Greg Widiker. Others present: Teresa Anderson, MSA; Chuck Awe, Cub Scouts; Chief, Michael Spafford; Public Works Director, Jay Heyer; and Clerk/Treasurer, Debra Doriot-Reineccius; Sean Devlin - 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 Teresa Anderson, from MSA. The manhole project rehab documents were included in member’s packets. She informed the board that she, Public Works Director, Heyer and Public Works Operator Phernetton met with JKP. After a lengthy meeting, an agreement was reached on the Change Order and Application for Final Payment due to number of manhole covers. The final cost did still come in under initial bid. She is requesting board approval for the change order, certificate of substantial completion and final pay request to JKP, Inc. Trustee, Maloney made motion to approve the change order; seconded by Trustee, Sears. **Motion carried 6-0.** Motion was made by Trustee, Widiker to approve the certificate of substantial completion; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Sears to approve the final pay request in the amount of \$32,504.58; seconded by Trustee, Gustafson. **Motion carried 6-0.**

Village President, Roberts then gave the floor to Chuck Awe, from The Boy Scouts. Chuck expressed gratitude to the board for last year’s arrangement of allowing the Cub Scouts to use the Community Center free of charge. He is asking for approval to renew the agreement for this year. He stated that they are changing their meetings from the 1st Thursday of each month to the 3rd Thursday to avoid conflict with the Lions Club meetings. Motion was made by Trustee, Maloney to allow the Cub Scouts to use the Community Center, free of charge, on the 3rd Thursday of each month; seconded by Trustee, Widiker. **Motion carried 6-0.**
- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Casady to approve the August 9, 2017 Regular Meeting Minutes, seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the August 29, 2017 Personnel Committee Meeting Minutes, seconded by Trustee, Casady. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the August 29, 2017 Judicial Committee Meeting Minutes; seconded by Trustee, Sears. Trustee, Maloney asked the members of the Judicial Committee if they are on board with the police school liaison budget as presented. Conversation ensued on funding and hours Officer Getts will be working between Webster School

District and the Village of Webster. Judicial Committee Chair, Weis asked Chief, Spafford to provide measurements of performance on the Liaison position and reiterated that the funding from the Webster School District is supplementing the funding for the hours Liaison Getts is in the school. President, Roberts stated that the 2017-2018 Police School Liaison role and funding has not had final approval at this time. It was stated that if a police matter comes up in the Village, while Officer Getts is at the school performing Liaison duties, Officer Getts would leave the school to attend to the police call. **Motion carried 6-0.**

- VI. APPROVAL OF VOUCHERS & RECEIPTS: August 5, 2017 – September 11, 2017** vouchers in the amount of: **\$83,814.65** as follows:
- a. General Fund - \$56,040.39
 - b. Water Fund - \$10,894.57
 - c. Sewer Fund - \$7,871.40
 - d. Library Fund - \$9,008.29

Questions were addressed on vouchers for Taylor Paving (Dog Park paving is complete), Patti Meyer refund on retirement portion overpayment, Benson Law Firm for Clark property, Davy Laboratories, Skylights for cattle barn at the Fairgrounds, and Farrell Gas on yearly propane tank rental.

Approval of receipts were also presented for: **August 5, 2017 – September 11, 2017**, in the amount of **\$237,368.71**. Motion was made by Trustee, Maloney; seconded by Trustee, Casady to approve vouchers in the amount of **\$83,814.65** and receipts in the amount of **\$237,368.71**. **Motion carried 6-0.**

- VII. COMMUNICATIONS – Clerk/Treasurer, Reineccius** included in all board member’s packets Burnett County Newsletter and invitation to St Croix Valley Health Care Foundation Gala.

- VIII. PERSONNEL – Chairman, Sarah Casady:** Nothing on the agenda. Chair, Casady informed the board that she will be done with employee reviews by the end of next week.

- IX. PUBLIC UTILITY COMMITTEE – Chairman, Darrell Sears:** MSA update was covered earlier in the meeting, by Teresa Anderson.

- X. FINANCE – Chairman, Greg Widiker:** President, Roberts informed board that Mary Hafenstein, from Coldwell Banker, is asking if the board would like to continue listing Smith Pines with her. Discussion took place on their involvement vs. if we do on our own. Clerk/Treasurer informed the board that Mary said the main entrance sign would stay and we would just cover Coldwell Banker information. Motion was made by Trustee, Maloney to not renew the listing agreement with Coldwell Bank; seconded by Trustee, Widiker. **Motion carried 6-0.**

President, Roberts informed the board that he has been approached by business owners and residents asking him why the village does not having hanging flower baskets, on street light poles, like other villages in our area. President, Roberts obtained a quote from Austin Lake Greenhouse. In addition, we would need to purchase a water tank, a trailer and hooks for the light poles. The hanging flower baskets would need to be watered daily. Roberts said the size of the baskets would be 18 inches and we would need about 20 baskets at \$95.00 each; resulting in a cost of approximately \$1,900. Austin Lake Greenhouse would need to order the hanging flowers, for next year, soon. Discussion took place on asking businesses for donations on this community project and who would do the daily watering. Trustee, Widiker suggested asking businesses to adopt a basket. Board members agreed that the hanging flowers would

look nice and it's important; especially with SCRMC's new building coming in. Motion was made by Trustee, Weis to approve the purchasing of hanging baskets for the streets lights for 2018; seconded by Trustee, Gustafson. **Motion carried 6-0.**

Chairman, Widiker stated that Restorative Justice is looking for a monetary donation. We did \$150.00 last year. Public Works Director, Heyer and Chief, Spafford informed the board that Restorative Justice is currently going through some personnel issues and they heard that the future of this program is not known at this time. Trustee, Maloney made a motion to table the approval of any donation; seconded by Trustee, Weis. **Motion carried 6-0.**

- XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Cub Scouts use of Community Center was covered earlier in the meeting.

President, Roberts explained the liability claim for a lady who tripped, on the cement, outside the Library in December, 2016. Chairman, Maloney read the Notice of Disallowance, provided by the Village's insurance company, on the claim. Motion was made by Trustee, Widiker to proceed with the Notice of Disallowance Claim; seconded by Trustee, Weis.

- XII. STREETS – Chairman, Kelsey Gustafson:** President, Roberts said Central Burnett County Fair is seeking approval to close Alder Street – Musky to Pike – for a car show during the fair on Sunday, September 24th. Trustee, Gustafson approved closing Alder from 1:00 -4:00pm on Sunday, September 24th for the Fair Car Show; seconded by Trustee, Casady. **Motion carried 6-0.**

Chairman, Gustafson informed the board that we have received two bids for building the sidewalk on the south side of Alder Street from Pike to Apple. He explained the school has constructed a sidewalk to Pike, and we will put a crosswalk in at Alder and Pike. The bids presented will expand the sidewalk coverage to keep the school kids off the street. The board reviewed and discussed specifics on both bids and the specs. Public Works Director, Heyer asked if any future plans on expanding the sidewalk to the highway. He stated that there is not enough room to put a sidewalk in by the lift station. He made the suggestion to put the sidewalk on the north side of Alder Street. Conversation took place on the possible negative impact on residents; since there are houses on the north side. Decision was made to continue with plans on building the sidewalk on the south side. Motion was made by Trustee, Gustafson to give the bid to A-Z Contracting; seconded by Trustee, Widiker. **Motion carried 6-0.**

- XIII. JUDICIAL – Chairman, Charlie Weis:** The police department schedule and report were presented. Chairman, Weis asked Chief, Spafford about split shift during the fair. Trustee, Maloney asked if any complaints and or any updates on changing the ordinance on acceptable height of grass. Chairman, Weis said this will be put on the agenda for the next Judicial meeting; as well as opening all streets, other than county roads and the highway, for ATV use on Village streets. Chief, Spafford asked for curfews to also be placed on the agenda. Chairman, Weis asked Clerk/Treasurer to set up Judicial Committee Meeting in October.

Chairman, Weis then discussed the Notice of Zoning Revision. The address of 26428 Musky Avenue South (Old High School/New SCRMC location) needs to be corrected- from R-1, Single Family Residential to B-2, Highway Commercial. Motion was made by Trustee, Weis to change the zoning from R-1 to B-2; seconded by Trustee, Widiker. **Motion carried 6-0.**

Chairman, Weis stated there is an application for temporary Class "B" License for the Central Burnett County Fair. Weis confirmed, with Clerk/Treasurer, Reineccius, that Central Burnett County Fair has approved Operator Licenses/Responsible Servers. Motion was made by Trustee, Weis to approve the temporary Class "B" License for the Central Burnett County Fair; seconded by Trustee, Maloney. **Motion carried 6-0.**

- XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** President, Roberts said he has a map/drawing of the outside of the SCRMC building. He will forward to board members.

- XV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Nothing New to Report. Trustee, Maloney informed board that there is a Rural Fire Association budget meeting set for October 3rd at 7:00 pm and Library budget meeting on September 27th at 4:00 pm.

- XVI. FUTURE MEETINGS:**
 - 1. September 20, 2017 *Board of Review @ 4:00 p.m. to 6:00 p.m.
 - 2. October 11, 2017 *Regular Board Meeting @ 6:00 p.m.
 - 3. October 18, 2017 *Budget Meeting @ 6:00 p.m.
 - 4. Date in October TBD *Personnel Meeting for Contract Negotiations
 - 5. Date in October TBD *Judicial Meeting

- XVII. ADJOURNMENT.** Motion was made by Trustee, Maloney; seconded by Trustee, Sears to adjourn the meeting at 7:17 p.m. **Motion carried 6-0.**

Respectfully submitted,

Debra Doriott-Reineccius

Debra Doriott-Reineccius, Clerk-Treasurer September 13, 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