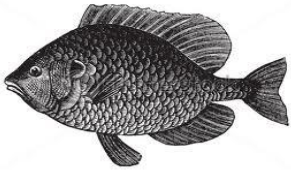


# REGULAR MEETING BOARD MINUTES

Wednesday – October 9, 2019 @ 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: Kelsey Gustafson; Tim Maloney; Darrell Sears; Charlie Weis and Greg Widiker. Others present: Public Works Director, Jay Heyer; Webster Police Chief, Stephenie Wedin; Clerk/Treasurer, Debra Doriott-Kuhnly; Don and Sue Hamilton; Jonathon Ritchie – Burnett County Sentinel Newspaper. Absent: Trustee, Sarah Casady.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – None.
- IV. **VISITOR RECOGNITION** –President, Roberts gave the floor to Don Hamilton. Don is Vice President of Wonderland Sno-trails Snowmobile Club. He is asking the board for permission to nominate Webster for the Association of Wisconsin Snowmobile Club Friendly Community Award. Don explained the four pillars and the process to apply. There is no cost and would be a good marketing tool. Motion was made by Trustee, Weis to nominate Webster for the award; seconded by Trustee, Sears. **Motion carried 6-0.**
- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Widiker to approve the September 11, 2019 Regular Board Meeting Minutes; seconded by Trustee, Maloney. **Motion carried 6-0.** Motion made by Trustee, Maloney to approve the September 17, 2019 Personnel Committee Meeting; seconded by Trustee, Weis. **Motion carried 6-0.** Motion made by Trustee, Weis to approve the September 17, 2019 Judicial Committee Meeting; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion made by Trustee, Maloney to approve the September 30, 2019 Personnel Committee Meeting; seconded by Trustee, Widiker. **Motion carried 6-0.** Motion made by Trustee, Maloney to approve the October 2, 2019 Full Board Personnel Committee Meeting; seconded by Trustee, Weis. **Motion carried 6-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: September 10, 2019 – October 7, 2019** vouchers in the amount of: **\$60,305.07** as follows:
  - a. General Fund - \$36,823.11
  - b. Water Fund - \$6,043.46
  - c. Sewer Fund - \$9,827.41
  - d. Library Fund - \$7,611.09Trustees, Maloney and Weis asked about the two vouchers for Electric Pump. Public Works Director, Heyer stated that one was for repair on one of the sewer lift station pumps and the second was for yearly maintenance/inspection on all four lift stations. Approval of receipts were also presented for: **September 10, 2019 – October 7, 2019** in the amount of **\$21,571.85**. Motion was made by Trustee, Maloney; seconded by Trustee, Sears to approve vouchers in the amount of: **\$60,305.07** and receipts in the amount of **\$21,571.85**. **Motion carried 6-0.**
- VII. **COMMUNICATIONS:** None.

**VIII. PERSONNEL – Chair, Sarah Casady:** In Chair, Casady’s absence, President, Roberts asked for motion to approve Part-Time Police Officer’s wages. Chief, Wedin clarified Officer, Holmes wage is higher due to the previous union contract. Motion made by Trustee, Weis to approve Part-Time Police Officer’s wages at \$15.00 an hour; seconded by Trustee, Sears. **Motion carried 6-0.** Amended to effective date of January 1, 2020.

**IX. PUBLIC UTILITY – Chairman, Darrel Sears:** Informational - Chairman, Sears informed the board that a couple weeks ago there was a clog and sewer back up in a house on East Birch Street.

**X. FINANCE – Chairman, Greg Widiker:** Motion made Trustee, Maloney to approve the purchase of an office folding machine for \$800; seconded by Trustee, Weis.

Chairman, Widiker first explained the need to upgrade the office software by January, 2020. He then informed the board that the Wisconsin Election Commission(WEC) has made available a \$1200 grant to upgrade software and hardware to achieve recommended levels for Election Security. A quote, for the new software and a new laptop in the amount of \$1399, was presented from Professional Tutors. Motion made by Chairman, Widiker to submit the Memorandum of Understanding to WEC for the Elections Security Subgrant Program; seconded by Trustee, Gustafson. **Motion carried 6-0.**

**XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Informational – Chairman, Maloney said the Library is working on their budget and will be available for the board budget meeting. The library has a donor who is willing to match up to \$10,000 if they can raise that amount by the end of the year. They have raised \$8,500 so far. With this donation, the Library will owe less than \$60,000 on their mortgage. Public Works Director, Heyer informed the board that he moved part of the fence from the Library to the heated building in the Fairgrounds so Charla could finish painting the mural.

**XII. STREETS – Chairman, Kelsey Gustafson:** Chairman, Gustafson provided an update on the curb and gutter/street project on County Rd FF/Hickory Street. Monarch will not be able to do this project this year so the plan is early Spring 2020. Wagner Surveying took photos and discovered that it is too flat so need more pitch/lower road to combat drainage issues. Over the winter, a solid plan will be drafted. Public Works Director, Heyer said he will be looking into obtaining a grant from MSA to help with the cost.

**XIII. JUDICIAL – Chairman, Charlie Weis:** The Police Department schedule was handed out at the September meeting. Chief, Wedin then read monthly calls to service – total of 33.

Chairman, Weis provided updates from the last quarterly Judicial meetings. The committee is seeking approval to charge \$10 for background checks. Motion made by Trustee, Sears to charge \$10 for background checks, effective January 1, 2020; seconded by Trustee, Gustafson. **Motion carried 6-0.** The next item was Lexapol software for the Police Department. On an annual basis, this software package will review and update policies and procedures; based on any state law and village ordinance changes. This will help reduce liability. The cost is \$1600 a year. Motion made by Trustee, Widiker to purchase Lexapol software, in January, 2020; seconded by Trustee, Sears. **Motion carried 6-0.**

**XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** Nothing new to report.

- XV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Trustee, Maloney provided an update from the Annual Budget Meeting. There was 91 calls last year and total fire loss was \$395,000. Truck 3 will be replaced with a used truck and the Fire Chief was approved to spend up to an additional \$8,000 over the insurance payout. There are two new volunteers. They are having trouble with WITC providing the mandatory training needed. WITC will not hold a training for less than 10 participants. Only 3 of the 6 townships attended the meeting. The furthest north door is needing repair and estimate came in at \$5,000. The pumper committee reported the estimates for the new pumper truck will be \$300,000 - \$400,00. The 2020 budget was set and will only increase by \$300 over 2019. The Village share will be 7.2% of the total. The next meeting is the January 16<sup>th</sup>, 2020 at 7:00 p.m.
- XVI. FUTURE MEETINGS:**
- **October 15, 2019 \*2020 Budget Workshop Meeting @ 6:00 p.m.**
  - **November 13, 2019 \*2020 Budget Public Hearing @ 5:45 p.m.**
  - **November 13, 2019 \*Regular Board Meeting @ Immediately following the Budget Public Hearing**
- XVII. MOTION TO GO INTO CLOSED SESSION PER WIS. STAT. § 19.85(1) (c) –**Motion to go into closed session was made by Trustee, Maloney; seconded by Trustee, Weis. **Motion carried 6-0.**
- XVIII. MOTION TO RECONVENE INTO OPEN SESSION PER WIS. STAT. § 19.85(2) –** Motion to reconvene into open session was made by Trustee, Widiker; seconded by Trustee, Weis. **Motion carried 6-0.** Motion made by Trustee, Weis to offer Full Time Police Officer position to Mark Thoms, pending physical and drug testing, with starting wage of \$20.00 an hour and standard benefits; seconded by Trustee, Maloney **Motion carried 6-0.**
- XIX. ADJOURNMENT.** Motion was made by Trustee, Maloney; seconded by Trustee, Sears to adjourn the meeting at 6:55 p.m. **Motion carried 6-0.**

Respectfully submitted,  
*Debra Doriott-Kuhnly*

Debra Doriott-Kuhnly, Clerk-Treasurer – September 11, 2019

\*\*\*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