



VILLAGE OF WEBSTER

# REGULAR MEETING BOARD MINUTES

Wednesday – May 13, 2020 @ 6:00 p.m.  
7421 Main Street West, Webster, WI

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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** – Trustees: Kelsey Gustafson; Tim Maloney; Darrell Sears; Bill Summer; and Greg Widiker. Others present: Public Works Director, Jay Heyer; Webster Police Chief, Stephenie Wedin; Webster Police Officer, Mark Thoms; Clerk/Treasurer, Debra Doriott-Kuhnly; Becky Strabel – Inter County Leader Newspaper; and Quinn Widiker. Trustee, Weis arrived at 6:04 p.m. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – None.
- IV. **VISITOR RECOGNITION** –None.
- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Gustafson to approve the March 11, 2020 Regular Meeting Minutes; seconded by Trustee, Maloney. **Motion carried 7-0.** Motion made by Trustee, Maloney to approve the March 19, 2020 Personnel Meeting Minutes; seconded by Trustee, Sears. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the March 24, 2020 Special Full Board Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 7-0.** Motion made by Village President, Roberts to approve the March 24, 2020 Judicial Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 7-0.** Motion made by Trustee, Weis to approve the April 29, 2020 Board of Review Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 7-0.** \*\*\***THE APRIL REGULAR BOARD MEETING WAS NOT HELD DUE TO COVID-19.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: March 10, 2020 – May 8, 2020** vouchers in the amount of **\$206,993.29** as follows:
- General Fund - \$128,245.35
  - Water Fund - \$34,775.84
  - Sewer Fund - \$30,020.49
  - Library Fund - \$13,495.41
  - Capital Replacement Fund - \$305.20 (Late Fee for Bobcat – while waiting on Loan)
  - TID - \$150.00
- Trustee, Maloney asked about the following vouchers. *Burnett County Highway Department* – Public Works Director Heyer stated this was for salt/sand. *Tapco* –Heyer explained this is the company Village buys signs from and this voucher was for the flashing light for the crosswalk on Fairgrounds Rd. Maloney asked if we got restitution. The culprit was never found. *Waste Management and Midtown Transfer*– Heyer clarified that the Village still has a dumpster outside the garage and sometimes there is additional waste that needs to go to the dump, i.e. shingles. *Maloney questioned when and why the roof work was done on the Community Center entrance and the pavilion.* He was not aware this work was being done. He also asked about the new lights for Community Center. Trustee, Summer stated the vendor asked for a delay as they were helping build mobile hospital for COVID-19. *Robert Lindberg* - work done at the Library. Trustee, Weis questioned \$1200 voucher for *Mike Pomerleau* – 3 protective barriers/shields for

voting, Community Center roof repairs and repair door at Well #4. President, Roberts reported that we may get reimbursed, from the State, for the protective barriers/shields due to COVID-19. *Northwoods Lumber* – supplies for roofing and protective shields. *Mark Thoms reimbursement for gas; doesn't he have a gas card?* – Chief, Wedin explained Mark accidentally used his personal card vs village gas card. *Zarnoth Brushworks* – new broom for street sweeper. *Benton A1 Septic* – pipe repair by old Co-op. *Great Lake Pipes* – video and cleaning mains. Maloney questioned the amount for auditing firm *CliftonLarsonAllen*. He thought the yearly amount was around \$16,000 and already over that – Kuhnly said there will be one more payment made as they bill quarterly. Maloney would like further research done on contract and perhaps other auditing firm(s). Approval of receipts were also presented for: **March 10, 2020 – May 8, 2020** in the amount of **\$122,379.33**. Motion was made by Trustee, Widiker; seconded by Trustee, Gustafson to approve vouchers in the amount of **\$206,993.29** and receipts in the amount of **\$122,379.33**. President, Roberts reiterated that these are 2 months. **Motion carried 7-0.**

VII. **COMMUNICATIONS:** None.

VIII. **PERSONNEL – Chair is Open.** Nothing new to report.

IX. **PUBLIC UTILITY – Chairman, Darrel Sears:** Chairman, Sears said that since the sludge removal is now postponed, the focus will now be on painting the water tower. Sears then gave the floor to Public Works Director, Heyer. The outside does not need to be sandblasted but the inside tank does. This will also require the water tower to be drained and a couple wells will be running the entire time of this project. Heyer obtained an estimate from Lane Tank Company in the amount \$92,800. This includes sandblasting the inside, painting the tower and the following new requirements from the DNR - hand rail on the top of the tower, an overflow discharge pipe on the bottom, and new roof vent on the top. Clerk, Kuhnly spoke to the Village auditor about financing. The advice given was to borrow money from The Board of Commissioners of Public Land Fund (BCPL) and leave reserve money in our fund accounts. Kuhnly then read off the terms and interest rates, which were recently lowered, with the BCPL. The plan is for this to be completed in 7 days during the month of July. Motion made by Trustee, Maloney to approve Lane Tank Company to prep and paint the water tower; seconded by Trustee, Summer. **Motion carried 7-0.** Motion made by Trustee, Widiker to borrow the money from BCPL with the interest rate of 2.75% for 10 years; seconded by Trustee, Weis. **Motion carried 7-0.**

Chairman, Sears then spoke of the letter from Linda Sears, owner of Cuts & Curls. A copy of the letter was included in the board members' packets. She is asking for forgiveness on her quarterly utility bill due to vandalism; teenagers turned the outside water on and flooded her lot. Trustee, Weis asked if the SCADA system should have notified the Village. Heyer said no. Motion made by Trustee, Weis to write off the amount that was caused by the vandals (so the amount due would equal the past 3 quarters average) with the expectation that Cuts & Curls install shut off valves and if it happens again, to contact the police department; seconded by Trustee, Summer. Discussion ensued on Linda's comment about Police Department monitoring. **Motion carried 7-0.**

X. **FINANCE – Chairman, Greg Widiker:** Nothing new to report.

XI. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Motion made by Trustee, Maloney to reappoint Sherill Summer to the Library Board; seconded by Trustee, Gustafson. **Motion carried 7-0.** Maloney stated that there is still a need for an additional Village resident for the board.

**XII. STREETS – Chairman, Kelsey Gustafson:** Chairman, Gustafson informed the board that he and Public Works Director, Heyer have been discussing the need for repair work on the West Side of Main Street. Through conversations Heyer has had with Fahrner and he and Gustafson inspecting Village of Siren’s streets; Gustafson and Heyer propose patching and micro-surfacing the street. Heyer explained the benefits of micro-surfacing vs chip sealing. *\*Amended 6/10/2020 The estimate from Fahrner is \$27,445 which includes painting the lines. \*Amended to say: The estimate from Fahrner is \$27, 445 (does NOT include painting the lines.)* Motion made by Trustee, Widiker to approve Fahrner to patch and micro-surface the West Side of Main Street; seconded by Trustee, Sears. **Motion carried 7-0.**

**XIII. JUDICIAL – Chairman, Charlie Weis:** The Police Department schedules for May and June were handed out. Chief, Wedin pointed out the full-time officers are now scheduled for 12-hour shifts with cutting out 4 hours during the payperiod. Trustee, Maloney said he has heard many positive comments about the increased Police presence. Roberts said he has heard this as well. Chairman, Weis then publicly acknowledged and praised Officer, Thoms for his professional, responsible and use of sound judgement during a recent traffic pursuit. Weis has asked Chief, Wedin to draft a letter of commendation, Weis will sign and then place in Officer, Thoms’ file. Chief, Wedin then recognized Officer, Barker for a letter of commendation that she received from the Burnett County Dispatcher. In addition, Chief Wedin shared a letter of commendation she typed up for Officer, Thoms going above and beyond on a 911 call that took place on April 24<sup>th</sup>. Thanks for Officer, Thoms’ exceptional actions, the person survived. Chief, Wedin then read the monthly calls to service – total of 53 incidents each for both April and May.

Chairman, Weis presented the Certified Survey Map (CSM) for Connor’s Service Station. Connor’s is combining their 2 lots into 1. Weis asked about the zoning classifications on the individual lots. Kuhnly stated she and Mark Krause, from Wagner Surveying, discussed this and he said the zoning decision was up to the Board but would not affect the CSM. Kuhnly asked if there is a map that shows zoning by address vs the maps that show boundaries. There is not. Motion made by Trustee, Maloney to approve Connor’s CSM; seconded by Trustee, Weis. **Motion carried 7-0.**

The next agenda item discussed was reducing Class B Alcohol Licensing renewal fees due to these businesses having to close due to COVID-19. A handout from the League of Wisconsin Municipalities showing the minimum and maximum municipalities can charge was provided. Motion was made by Trustee, Widiker to reduce the fee by 50% for all “Class B” and Class “B” 2020-2021 Renewing Alcohol Licenses; seconded by Trustee, Summer. **Motion carried 7-0.**

Chairman, Weis then opened discussion on the location for the speed board. After several options, the decision was made to place the speed board back on Austin Lake Road. Heyer will check on getting additional brackets.

Lastly, 4<sup>th</sup> of July fireworks was discussed. Jim Olson, who is the organizer for the parade, has talked to both President, Roberts and Chamber President, Summer and the decision has been made to cancel the parade this year; due to COVID-19. The annual Arts and Craft Fair has also been cancelled, as well as Gandy Dancer Days. Decision was made to not do the fireworks on 4<sup>th</sup> of July but to do so during the Fair in September.

- XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts: Nothing new to report.
- XV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Nothing new to report.
- XVI. FUTURE MEETINGS:
- May 20, 2020 \* Board Reorganizational Meeting @ 6:00 P.M.
  - June 10, 2020 \*Regular Board Meeting @ 6:00 P.M.
- XVII. ADJOURNMENT. Motion was made by Trustee, Sears; seconded by Trustee, Maloney to adjourn the meeting at 7:09 p.m. **Motion carried 7-0.**

Respectfully submitted,

*Debra Doriott-Kuhnly*

Debra Doriott-Kuhnly, Clerk-Treasurer  
May 13, 2020

\*\*\*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, Kelsey Gustafson

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Trustee, Tim Maloney

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Trustee, Darrell Sears

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Trustee, Bill Summer

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Trustee, Charlie Weis

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Trustee, Greg Widiker

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Attest: \_\_\_\_\_  
Clerk-Treasurer, Debra Doriott-Kuhnly