



VILLAGE OF WEBSTER

REGULAR MEETING

BOARD MINUTES

Wednesday – July 8, 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; Charlie Weis and Greg Widiker. Others present: Public Works Director, Jay Heyer; Webster Police Chief, Stephenie Wedin; Clerk/Treasurer, Debra Doriott-Kuhnly; Becky Strabel, Inter-County Leader; Kris Schmid, Legacy Solar. Absent: None.
 - III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – None.
 - IV. **VISITOR RECOGNITION** – Kris Schmid, Legacy Solar presented later in meeting during Development & Annexation.
 - V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Weis to approve the June 10, 2020 Regular Meeting Minutes; seconded by Trustee, Sears. **Motion carried 7-0.** Motion made by Trustee, Maloney to approve the June 16, 2020 Judicial Meeting Minutes, with an amendment noting he was also present; seconded by Trustee, Gustafson. **Motion carried 7-0.**
 - VI. **APPROVAL OF VOUCHERS & RECEIPTS: June 6, 2020 – July 1, 2020** vouchers in the amount of **\$95,517.51** as follows:
 - a. General Fund - \$77,247.66
 - b. Water Fund - \$3,889.42
 - c. Sewer Fund - \$4,859.34
 - d. Library Fund - \$9,521.09

Trustee, Weis asked about Brodart, Company. The Library buys books through Brodart. Approval of receipts were also presented for: **June 6, 2020 – July 1, 2020** in the amount of **\$11,967.57**. Motion was made by Trustee, Weis; seconded by Trustee, Widiker to approve vouchers in the amount of **\$95,517.51** and receipts in the amount of **\$11,967.57**. **Motion carried 7-0.**
 - VII. **COMMUNICATIONS:** Burnett County Administration Newsletter was presented in the Board Member packets.
 - VIII. **PERSONNEL – Chairman, Bill Summer.** Pay rate for Police Officers that are scheduled to work on a Holiday was discussed at the June 16, 2020 Judicial Meeting. Chairman, Summer stated the committee recommends an Officer be paid time and half when scheduled to work on a Holiday and their Holiday paid day off would then be taken with 14 days. Summer than brought up banked hours and he understands, per Federal guidelines, that it would be earned at time and half. Trustee, Maloney asked if Summer was referring to comp time. Trustee, Weis said this was an issue at one time due to high amount of comp hours banked. Trustees Weis and Maloney explained that the Village refers to comp hours not

banked hours. Clerk/Treasurer, Kuhnly explained that, per the union contract, comp time is earned at time and half. Motion made by Trustee, Weis to approve when an Police Officer is scheduled to work on a Holiday, the pay rate would be time and half and the Holiday paid day off would be taken within 14 days of the Holiday; seconded by Trustee, Summer. **Motion carried 7-0.**

- IX. PUBLIC UTILITY – Chairman, Darrel Sears:** Public Works Director, Heyer reminded the board of the benefits of using a portable water tank while the water tower is being painted. This will act like a mini water tower – holding 5,000 gallons of water. The portable water tank will save on power consumption from not having the well running 24/7 for 14 days and eliminate wasting 365,000 gallons of water a day. During June’s Board meeting, Heyer presented an estimate from CTW Corporation, in the amount \$10,700, for the portable tank and the board discussed paying this expense out of the Water Fund. Motion made by Trustee, Widiker to approve the portable water tank rental from CTW in the amount of \$10,700; seconded by Trustee, Gustafson. **Motion carried 7-0.** Trustee, Widiker confirmed the painting of the water tower would be done this fall.

Heyer then informed the board that he had submitted the Consumer Confidence Report (CCR.) This is an annual water report, mandated by the DNR, that is posted in the newspaper, throughout the Village and instructions on how to view the entire report was included in the utility customer’s newsletter. The Village continues to not have any violations. Suggestion was made to also post on Village website next year.

- X. FINANCE – Chairman, Greg Widiker:** Chairman, Widiker shared that a COVID related expenses spreadsheet was included in the meeting packet. *The grand total on the spreadsheet should be \$2,970.44. He then gave the floor to Clerk/Treasurer, Kuhnly to provide an update on CARES Act Allocations. As a reminder, there are two programs: Routes to Recovery in which the Village is allotted \$10,519 and Wisconsin Election Commission (WEC) for allocation of \$568.50. She informed the board that the additional payroll expense of her overtime hours and the election inspectors extra pay for the April and May Elections are not eligible for reimbursement under Routes to Recovery. President, Roberts suggested she submit Chief, Wedin and Officer, Thoms’ hours because they were providing public safety. Officer, Barker loss Resource Officer wages for when school was canceled is not eligible. Kuhnly stated she has exhausted the entire WEC allocation yet there is still almost \$8,000 available under Routes to Recovery. She suggests purchasing touch less soap and paper towel dispenses and hand sanitizers stations. These would be used at the Community Center, Village Office, and Police Department. Trustee, Maloney suggested the Library and Fairgrounds, too. Rubber gloves and masks will also be ordered and submitted.

A letter from Burnett County Clerk, Wanda Hinrichs and a pamphlet on the new voting equipment; ImageCast Evolution Optical Scan Tabulator and Ballot Marking Device (ICE All-in-One Tabulator), was included in the board meeting packet. Kuhnly explained the needs, functions, and benefits of the ICE Tabulator. A big change for our voters will be going to paper ballots. The ballots will then be inserted into the ICE tabulator, where they will be scanned and tabulated. The equipment will be purchased in early 2021 and each municipality will have three years to pay. All Clerks in the County are looking forward to this new voting equipment as it has the latest handicapped accessibility and will tabulate the ballots, including the absentee ballots. This should result in all votes counted within a half hour after polls close!

- XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Informational only. Chairman, Maloney recently met with the Fair Board. Since there will not be a Fair, and probably not a demolition derby, this year he suggested they use the financial donation from the Village to make infrastructure improvements (fencing, road for parking, etc.) at the fairgrounds.
- XII. STREETS – Chairman, Kelsey Gustafson:** Chairman, Gustafson provided an update on Main Street and Hickory Street projects. Main Street turned out good and the painting looks great. He would like to consider doing the same at the Fairgrounds/Apple Street. Hickory Street projects is also done and hopefully it will drain better. Heyer said he checked it today and reported that after the rain it is draining well.
- XIII. JUDICIAL – Chairman, Charlie Weis:** The Police Department schedule for July was handed out. Chief, Wedin then read the monthly calls to service – total of 121 incidents.
- Motion made by Trustee, Weis to donate the old Police Squad to Central Burnett County Fair Board; seconded by Trustee, Summer. **Motion carried 7-0.**
- XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** President, Roberts gave the floor to Kris Schmid from Legacy Solar. Kris reported that the Focus on Energy Grant is no longer available. This significantly changes the financial impact and pay back years. Incentives changed from the initial amount of \$14,000 to only \$3000 and will be a 20 year pay back vs 12 years. Trustee, Maloney brought up the inverter would need to be replaced in 12 years. Solar Energy will be tabled until Kris provides an updated spreadsheet. President, Roberts said he will set up a Development & Annexation Committee Meeting to follow up on this discussion and Smith Pines.
- XV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Nothing new to report. Next meeting is Wednesday, July 22 at 7:00 P.M.
- XVI. FUTURE MEETINGS:**
- **August 12, 2020 *Regular Board Meeting @ 6:00 P.M.**
 - **TBD – Development & Annexation**
- XVII. ADJOURNMENT.** Motion was made by Trustee, Sears; seconded by Trustee, Widiker to adjourn the meeting at 6:52 p.m. Trustee, Summer asked if the Village should put notice of its official stance regarding masks due to COVID-19. Trustee, Weis asked about the Village businesses views. President, Roberts suggested recommendation vs required. A press release and flyers will be prepared containing language that the Village of Webster recommends wearing a mask and practicing social distancing while in the Village. **Motion carried 7-0 to adjourn at 6:59 p.m.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer

July 8, 2020

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

Village President, Jeff Roberts

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Darrell Sears

Trustee, Bill Summer

Trustee, Charlie Weis

Trustee, Greg Widiker

Attest: _____
Clerk-Treasurer, Debra Doriott-Kuhnly