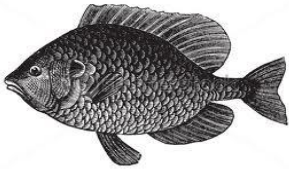


REGULAR MEETING BOARD MINUTES

Wednesday – January 13, 2021 @ 6:00 p.m.
7421 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: Kelsey Gustafson; Tim Maloney; Bill Summer; Darrell Sears; Greg Widiker and Charlie Weis. Others present: Aaron Sears, Robin Blomberg, Tom O'Brien; Webster Police Officer, Noah Barker; Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; and Becky Strabel -Inter County Leader Newspaper. Absent: Webster Police Chief, Stephenie Wedin.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – 5. B. should be December 15, 2020 Judicial Meeting Minutes not Budget Public Meeting.
- IV. **VISITOR RECOGNITION** – Village President, Roberts gave the floor to Robin Blomberg. Robin would like to use the Fairgrounds for flea markets. Trustee, Weis asked if he was asking for himself or would he invite others. Robin said if the board would consider it, he may invite others. Trustee, Weis then asked if permanently or just on weekend. Robin said one Saturday a month during the months of June, July and August. Trustee, Maloney asked space requirements and hours. Robin said typically 8:00 or 9:00 am to 4:00 or 5:00 pm and said up to board on tables, picnic tables, etc. Trustee, Maloney suggested setting up Public Property Committee Meeting to discuss further.

Roberts then gave floor to Tom O'Brien. Tom said he owns a small lot on the alley, behind the old clinic and is asking if the board would approve him putting a tiny house there. Trustee, Summer asked the size. Tom said 24x24 or 30x24 with 2-story, car port towards alley and garage underneath. Public Works Director, Heyer stated zoning set back requirements and may require a variance. Trustee, Maloney suggested giving Tom a copy of the zoning ordinances and variance application and explained variance process. Tom will get in touch with the Village office to get those.

- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the December 9, 2020 Regular Board Meeting Minutes; seconded by Trustee, Weis. **Motion carried 7-0.** *Agenda should have read December 15th Judicial NOT Budget Public Meeting Minutes.* Motion was made by Trustee, Weis to approve the December 15, 2020 Judicial Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 7-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: December 8, 2020 – January 8, 2021** vouchers in the amount of: **\$136,603.19** as follows:
 - a. General Fund - \$116,627.23
 - b. Water Fund - \$6,734.71
 - c. Sewer Fund - \$4,354.47
 - d. Library Fund - \$8,886.78

Trustee, Weis asked about voucher for Display Sales. This is for new Christmas decorations to go on the highway poles. Trustee, Widiker asked about the old decorations, Heyer stated Danbury might be

interested in buying them. Trustee, Gustafson asked about voucher for Bruce's. All for snow removal. President, Roberts clarified that the voucher for Mauer Power was for putting up Christmas decorations and not for rewiring poles. Approval of receipts were also presented for: **December 8, 2020 – January 8, 2021** in the amount of **\$265,457.33**. Motion was made by Trustee, Weis; seconded by Trustee, Sears to approve vouchers in the amount of: **\$136,603.19** and receipts in the amount of **\$265,457.33**. **Motion carried 7-0.**

VII. COMMUNICATIONS: None.

VIII. PERSONNEL – Chairman, Bill Sumner: Chairman, Sumner reached out to the Village Clerk/Treasurer and Public Works Employees on training for 2021. Clerk/Treasurer, Kuhnly would like to attend the UW-GB Clerk/Treasurer Institute and SkillPath training. Due to COVID-19, the Clerk/Treasurer Institute will be virtual July 12th – July 16th at the cost of \$489. Sumner recognized that the Village office will need to be closed for this timeframe and possible find someone to cover. He plans on having a Personnel meeting on February 3rd to discuss further. The SkillPath training is on demand online and cost covers for a year. For the Public Works Employees, there are several training opportunities at the IUOE Training Center in Coloma. Per the 2021 contract, 3¢ per hour has been allotted for training at this facility.

IX. PUBLIC UTILITY – Chairman, Darrel Sears: Nothing new to report. Darrell did ask Heyer if he found anything out on the water line issue for a resident. Heyer said they flushed it and had very little discoloration; it may be coming from their house. Darrell will follow up with residents.

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

XI. PUBLIC PROPERTY – Chairman, Tim Maloney: Chairman, Maloney feels the Village will need to hire an architect to do draft to detail specs. for the bidding process on remodeling project at new office. Maloney did get a drawing but suggests further detail for bids.

Next, Maloney stated the lease agreement with the Fair Association has expired. Kuhnly updated the lease with the current ten-year period and Maloney is requesting motion to approve. Trustee, Weis asked that the lease be reviewed annually as the Fair and Village Board Officers change. Trustee, Sumner suggested the time frame be the same as when the Fair Board elects officers. Maloney agreed that we could run concurrent with their officer installment. Tabled until February.

Informational – Maloney provided the Larsen Family Public Library's end of year 2020 Balance Sheet. The Library has done an amazing job at fund raising. A couple anonymous donors had challenged them with matching \$10,000 donations. The Library Board voted to make an additional \$20,000 payment to the BCPL loan along with the normal yearly payment. The loan balance will then be around \$65,000. This year, the Library will have a 30 for 30 campaign to coincide with their 30th Anniversary.

XII. STREETS – Chairman, Kelsey Gustafson: Informational only – Gustafson reported that he saw Bruce Gibb's new (larger) bucket for his loader in operations and Gibbs is getting the snow removed quicker on Main Street.

XIII. JUDICIAL – Chairman, Charlie Weis: Chairman, Weis expressed condolences in the passing of Chief, Wedin’s Grandmother.

The Police Department schedules for January- March were handed out.

In Chief, Wedin absence, Officer, Barker read the monthly calls for service – total of 71. He also reported that for 2020, the police department had 1015 calls for service.

XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts: Trustee, Weis provided an update on the potential Spec Building and the Board was provided a draft from Berghammer Builders. Weis also has plans from Northwest Builders. He received land survey maps from Wagner Surveying. And the lot is not as clean as Weis thought and a portion in wetland. A bid, in the amount of \$4,700, was obtained for core sampling (soil boring). Weis is trying to put together a feasibility study. The building will be approximately 12,000 square feet. Matching fund grant(s) will be needed. A concern he has is if the building is an incubator, the Village would be landlords. And with that, is there an issue if the Village gets federal money and sells the building in the future? Weis will do more research on this. Discussion ensued on wetland portion and options available.

XV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Nothing new to report. January 27, 2021 next meeting.

XVI. ANNOUNCEMENTS & FUTURE MEETINGS:

- **January 20, 2021 *Public Property Committee Meeting @ 6:00 p.m.**
- **February 3, 2021 *Personnel Committee Meeting @ 6:00 p.m.**
- **February 10, 2021 *Regular Board Meeting @ 6:00 p.m.**
- **March 15, 2021 *Judicial Meeting @ 6:00 p.m.**

XVII. ADJOURNMENT. Motion was made by Trustee, Sears; seconded by Trustee, Summer to adjourn the meeting at 6:55 p.m. **Motion carried 7-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer

January 13, 2021

***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