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VILLAGE OF WEBSTER

REGULAR MEETING

BOARD MINUTES

Wednesday – June 9, 2021 @ 6:00 pm

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** – Village President, Jeff Roberts; Trustees: Kelsey Gustafson; Tim Maloney; Bill Summer; Greg Widiker and Charlie Weis. Others present: Webster Police Chief, Stephenie Wedin; Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; and Greg Marsten – Burnett County Sentinel. Absent: Aaron Sears.
- III. PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – None.
- IV. VISITOR RECOGNITION** –None.
- V. APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the May 12, 2021 Reorganizational Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the May 12, 2021 Regular Board Meeting Minutes; seconded by Trustee, Summer. **Motion carried 6-0.** Motion was made by Trustee, Gustafson to approve the May 12, 2021 Full Board Public Property Meeting Minutes; seconded by Trustee, Weis. **Motion carried 6-0.** Motion was made by Trustee, Maloney to approve the May 17, 2021 Board of Review Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 6-0**
- VI. APPROVAL OF VOUCHERS & RECEIPTS: May 11, 2021 – June 4, 2021** vouchers in the amount of: **\$173,552.74** as follows:
- a. General Fund - \$52,116.63
 - b. Water Fund - \$105,617.43
 - c. Sewer Fund - \$6,226.38
 - d. Capital - \$2,337.06
 - e. TIF - \$682.50
 - f. Library Fund - \$6,572.74
- The large payment from the Water Fund is for the work on the Water Tower. Approval of receipts were also presented for: **May 11, 2021 – June 4, 2021** in the amount of **\$13,804.60**. Motion was made by Trustee, Weis; seconded by Trustee, Widiker to approve vouchers in the amount of: **\$173,552.74** and receipts in the amount of **\$13,804.60**. **Motion carried 6-0.**
- VII. COMMUNICATIONS:** Burnett County Newsletter was included in member’s packets.
- VIII. PERSONNEL – Chairman, Bill Summer:** Nothing new to report.
- IX. PUBLIC UTILITY – Chairman, Aaron Sears:** Chairman, Sears was absent. Roberts stated the water tower project is done and looks good. Two water tests were done before going back online. Heyer explained that while the water tower was empty it was a good time to replace a main water valve going

into the water tower. Trustee, Widiker asked about the excavating by Webster Veterinary. Heyer explained the added pressure (while replacing the water valve) blew a hole in the water main and pushed up part of the street. The street will be repaved in the new future.

- X. **FINANCE – Chairman, Greg Widiker:** Chairman, Widiker presented the contract for assessment services. Motion made by Trustee, Maloney to approve the two-year contract between North Country Assessment Services and the Village; seconded by Trustee, Weis. **Motion carried 6-0.**

Roberts gave the floor to Trustee, Summer to discuss the solar energy project and if approved; options for financing the project. A few weeks ago, Summer forwarded a bid proposal contract from Kris Schmid. The price did go up about 10% resulting in a cost of \$66,000. Summer reported that the Village missed out on a \$14,000 grant but he spoke to the PSC and the Village is already on the list for October. Motion made by Trustee, Weis to approve installing solar panels in the Industrial Park; seconded by Trustee, Summer. Trustee, Maloney asked when the project would start. Summer said as soon as the contract was signed and a down payment of 50% is provided. Trustee, Widiker asked Summer if he had any reservations. Summer stated the only functionality concern he has is the transfer switch, but it does have a ten-year warranty. This will be metered at the Lift Station and will be locked. The Village and NW Electric will have a key. His other concern would be possible vandalism and suggested installing a fence. This is not part of the bid. The panels will be ten feet high. Widiker asked about daily monitoring. Summer said a monitoring system would be extremely expensive. Monthly reports will be available. Heyer reported that public works employees go to the lift station every day. Weis asked the amount of energy each panel will produce; Summer stated 20kw. Weis asked if there will be excess energy; Summer said yes. The meter, located at the lift station, will always indicate how much energy is produced. Widiker asked about heavy snow fall. Summer said the panels will be at such an angle and made of silicon material so very rarely will snow removal be required. Heyer brought up his concern from previous discussions, months ago, where in twenty years there would be another costly expense. Summer stated that the village will start seeing a buy back in eight to nine years (the village will break even/pay for itself.) the panels have a twenty-year warranty and ten years for the transfer switch; replacing the switch would cost around \$10,000. He wasn't sure what Heyer is referring to. Summer said there should be grants every year that would allow the village to expand the solar panels each year. **Motion carried 6-0.** Next financing the project was discussed. Motion made by Trustee, Weis to finance the solar energy project with a ten-year loan from the Board of Commissioners of Public Land Trust; seconded by Trustee, Widiker. **Motion carried 6-0.** Trustee, Maloney informed the board that the largest employee in the Village is in full support of the solar energy project.

- XI. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Nothing new to report. Informational – Chairman, Maloney said the Larsen Family Public Library has a 30/30 fund raising campaign going on. If the Library raises \$30,000 by the end of year; the largest employee in the Village will match. This total funding would take care of the remaining balance of the loan.

Trustee, Maloney spoke to the architect and told him the decision was made to not include a P.D. garage at the new office building. The architect suggested gutting the interior and starting with a 'clean slate'. He gave a deadline of September to get the new plans to him and then take bids and have contractor work on the building during the winter. The Public Property Committee will meet soon.

XII. STREETS – Chairman, Kelsey Gustafson: Nothing new to report. Informational – Chairman, Gustafson informed the board that Heyer has entered discussions with Monarch Paving on repaving Apple and Musky Streets.

XIII. JUDICIAL – Chairman, Charlie Weis: The Police Department schedules for July and August were handed out. Chief, Wedin read the monthly calls for service – total of 95.

Chairman, Weis then read Resolution #2021-01: Compliance Maintenance Annual Report (CMAR). Motion made by Trustee, Maloney to approve Resolution #2021-01: Compliance Maintenance Annual Report (CMAR); seconded by Trustee, Gustafson. **Motion carried 6-0.**

Chairman, Weis then read all license applications for Retail Alcohol Beverages, Operator’s, Cigarette & Tobacco, Pool Tables and Mobile Home. Motion made by Trustee, Summer to approve all licenses as read; seconded by Trustee, Widiker. **Motion carried 6-0.**

Trustee, Maloney asked if letters went out to the property owners in violation of acceptable length of grass. He said it is his opinion that it is time to send out notices and follow up.

XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts: Roberts spoke on the request for public information/records from Daniel Chelmo. Copies of the lengthy request was provided for each board member.

XV. CHAMBER OF COMMERCE - Gandy Dancer Days plans are in progress. There will be a parade on 4th of July and the annual Fire Department Brat feed will also take place. The fireworks will be on July 3rd. Summer asking if the Fair Association will be selling beer at the fireworks and Gandy Dancer Days; follow up with the Fair Association is needed.

XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: The next Fire Association meeting will be on July 28th at 7:00 pm.

XVII. ANNOUNCEMENTS & FUTURE MEETINGS:

- **June 23, 2021*Judicial Committee Meeting @ 6:00 p.m.**
- **July 14, 2021*Regular Board Meeting @ 6:00 p.m.**
- **TBD *Public Property Committee Meeting.**

XVIII. ADJOURNMENT. Motion was made by Trustee, Widiker; seconded by Trustee, Gustafson to adjourn the meeting at 6:55 p.m. **Motion carried 6-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer

June 9, 2021

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

Village President, Jeff Roberts

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Aaron Sears

Trustee, Bill Summer

Trustee, Charlie Weis

Trustee, Greg Widiker

Attest: _____
Clerk-Treasurer