



VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday – August 11, 2021 @ 6:00 pm
7421 Main Street West, Webster, WI

-
- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 6:02 p.m.
 - II. **ROLL CALL** – Village President, Jeff Roberts; Trustees: Kelsey Gustafson; Tim Maloney; Aaron Sears; Bill Summer; Greg Widiker and Charlie Weis. Others present: Webster Police Chief, Stephenie Wedin; Clerk/Treasurer, Debra Doriott-Kuhnly; Greg Marsten – Burnett County Sentinel; Teresa Thoms-Girl Scout Troop Leader; Harriet Rice – Webster Chamber of Commerce; Traci Hopkins – Central Burnett County Fair and Mark Krause – Wagner Surveying. Absent: Public Works Director, Jay Heyer.
 - III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – Deletion: item F c) -Resolution. Correction: Joint Judicial & Personnel Committee Meeting should be listed as August 24th. Motion made by Trustee, Maloney to approve the agenda; seconded by Trustee, Weis. **Motion carried 7-0.**
 - IV. **VISITOR RECOGNITION** –President Roberts gave the floor to Teresa Thoms. Teresa is asking to use the Community Center again this year for the Girl Scout. They would begin after Labor Day until the end of the school year. Same days and times; Mondays 6-730pm and Tuesdays 530-7pm. They will work around elections on Tuesdays. The board verbally agreed – was approved last year.

Next, Traci Hopkins gave updates pertaining to the Central Burnett County Fair and Fairgrounds. The dates of the fair had been changed to September 10th -12th but are now back to the original dates of September 24th – September 26th. The fair board did not want to compete with Osceola’s truck/trailer pull on the 10th. Last year’s funding, from the Village, went toward the derby parking area. They recently received bleachers from the high school and would like this year’s funding to go towards chain link fence and a north wall for safety for the bleachers. They would also like to fix the berms/install chain link fence around the derby area. Public Property Chair, Maloney asked for an estimate and then the committee will review and possible approve. Traci said this work will need to be done before the fair but would like to start next week. Traci also brought up that with the passing of Rod Sr, the Hopkins Family, would like the horse arena dedicated to him. They would pay for any signage and cost. Maloney asked for Traci to bring a proposal back to the board. He agreed this was a good idea.

Roberts gave the floor to Mark Krause. Mark handed out a copy of the proposed CSM for the Connie Bushey and Ed Dedman properties. He went over the details presented to the Planning Commission on July 26th. The Bushey property would be split into two lots and Connie will be keeping lot 2 and selling lot 1. Outlot 1 is future street of sixty-six wide and Outlot 2 will be conveyed to Mr. Dedman in exchange of area in Outlot 1 (in front of Bushey’s Lot 2.) Discussion ensued on easements, future plans on possibly extending Main Street and Smith Pines. Motion made by Trustee, Widiker to approve the CSM presented; seconded by Trustee, Summer. **Motion carried 7-0.** Mark also provided the board with the survey map of the new office building at 7461 Main St W.

Lastly, Harriet Rice provided an update on Gandy Dancer Days. The Legion is cancelling the Veteran's Museum, the bake sale is Friday not Saturday and the walk/run start location is at the beer gardens not the high school. Trustee, Weis asked start time, of the walk/run, so the fire department can be there to monitor for safety reasons/first aid. The board said Harriet can use the Village's UTV on Saturday. There will be a health and safety station at the fairgrounds with masks, gloves and hand sanitizer. The Chamber received a \$1500 COVID grant, from the County, and Harriet will submit the invoices for reimbursement. She also provided an update on replacing the Welcome to Webster signs. The Chamber received the \$1200 Grant from Polk/Burnett Operation Round-Up. In partnership with the Village, which approved a \$125 contribution; The Chamber will also pay \$125 to cover the total expense. The snowmobile friendly sign will need to be moved onto separate post.

V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Widiker to approve the July 12, 2021 Development & Annexation Meeting Minutes; seconded by Trustee, Maloney. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the July 14, 2021 Regular Board Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.** Motion was made by President, Roberts to approve the July 26, 2021 Planning Commission Meeting Minutes; seconded by Trustee, Widiker. Ed Dedman will replace Bill Rock on the Planning Commission Board. **Motion carried 7-0.**

VI. **APPROVAL OF VOUCHERS & RECEIPTS: July 9, 2021 – August 9, 2021** vouchers in the amount of: **\$69,056.20** as follows:

- a. General Fund - \$45,957.13
- b. Water Fund - \$5,820.92
- c. Sewer Fund - \$7,051.17
- d. Capital - \$1,085.04
- e. Library Fund - \$9,141.94

Approval of receipts were also presented for: **July 9, 2021 – August 9, 2021** in the amount of **\$110,482.97.** Motion was made by Trustee, Weis; seconded by Trustee, Sears to approve vouchers in the amount of: **\$69,056.20** and receipts in the amount of **\$110,482.97.** **Motion carried 7-0.**

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 started the discussion on increasing water rates. He reported that the village is currently at a 1.3% rate of return and the PSC wants this at least 4.9%. The minimum increase of water rates is 3%. Roberts explained this is doing a Simplified Rate Case, which the village can do at any time. If the PSC demands we do an increase, this could cost \$5,000-\$8,000 and would require a Full Conventional Rate Case and could be a much larger percentage of an increase in rates. Trustee, Weis asked if this is part of ten-year plan where the village should raise every couple of years. Roberts said Kuhnly was told 3% every year. Roberts further explained that the village is so far behind (in rate of return) because the village has tried to keep the rates reasonable for the citizens but on the other hand; the village needs to keep things maintained and function to provide water. Roberts said looking to increase 3% effective January 1st, 2022 and then a 3% increase each year. Trustee, Weis asked if PSC would look at the reserves. They will at some point; the village auditor has pointed this out each year. Kuhnly stated that the auditor submits annual reports to the PSC which includes the water fund financial information. Trustee, Weis reminded the board that the village can not give credit for water

leak; this is state statute. Motion by Trustee, Maloney to increase the water rates by 3% effective January 1, 2022 and review each August; seconded by Trustee, Weis. Kuhnly brought up the point that after so much time; the PSC may require full conventional rate increase. The last increase was done in 2012 and increasing in 2022 may raise a 'red flag' with a ten-year gap. She asked about doing the increase effective 4th quarter of this year. Trustee, Maloney said he would be willing to take the chance. Further discussion and clarification took place. Kuhnly pointed to the spreadsheet she provided that shows the small financial impact a 3% increase would have on a sample of residents. Sears asked if the increase should be more so the village could be closer to where it should be. Maloney stated for years the village has operated below the recommended guidelines and haven't suffered any real consequences and have been able to keep the rates low for residents on a fixed income. He said he would "go into a higher rate increase 'kicking and screaming.'" Trustee, Weis pointed out that the village will now have a loan payment for the water tower project. Trustee, Widiker asked how the residents will be notified. Kuhnly said the notice will be posted in the newspaper and will include in the 3rd quarter water bill newsletter. *The motion was amended to 3% increase beginning on October 1, 2021 (4th quarter billing cycle) and review rates again at budget time with the auditor by Trustee, Maloney; seconded by Trustee, Weis. Motion carried 7-0.*

Next, Sears informed the board that Public Works Operator, Phernetton was told the radio heads and the Trimble (handheld unit to read meters) are no longer supported by Metering and Technology. In fact, the radio heads are obsolete. Phernetton ordered 10 but will no longer be able to get them. The new tablet system and software will work with both the old and new meters/radio heads. The cost to upgrade is \$14,600. There would be a yearly savings of approximately \$600 from current maintenance agreement. There is money in the water fund to cover this expense. Maloney asked if any grant available. Roberts will check. Summer suggested looking at a tower to pick up readings. Motion made by Trustee, Weis to purchase the metering upgrade, in the amount \$14,600; seconded by Trustee, Sears. **Motion carried 7-0.**

- X. **FINANCE – Chairman, Greg Widiker:** Nothing new to report.
- XI. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Motion made by Trustee, Weis to adopt Proclamation 30th Anniversary Larsen Family Public Library; seconded by Trustee, Sears. **Motion carried 7-0.** All board members signed the Proclamation.
- XII. **STREETS – Chairman, Kelsey Gustafson:** Nothing new to report
- XIII. **JUDICIAL – Chairman, Charlie Weis:** The Police Department schedule for September was handed out. Changes will be made due to the change in dates for the fair. Chief, Wedin read the monthly calls for service – total of 73.

President, Roberts spoke on zoning setbacks along the Gandy Dancer Trail. The Planning Commission met on July 26th and two property owners were in attendance. They both are wanting to build on their properties, along the Gandy Trail. The Planning Commission is recommending to the board to set the zoning set back at 20 feet from the trail right-a-way for the whole length of the Gandy throughout the Village. Motion made by Trustee, Widiker to approve 20 feet zoning set back along the Gandy Dancer Trail; seconded by Trustee, Maloney. **Motion carried 7-0.**

Motion made by Trustee, Maloney to table reconfigure property at 7464 Fir St W until Wagner Surveying completes the CSM; seconded by Trustee, Gustafson. **Motion carried 7-0.**

XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts: Roberts received an email from Northwest Regional Planning Commission about the Main Street Bounceback Grant Program. A copy was provided in the meeting packet. If anyone asks about it, forward them to Village Office. In short, the program provides \$10,000 grants to businesses moving into vacant commercial spaces.

Informational – Roberts has been trying to get in touch with Dave Rasmussen to discuss extending sewer and water in Smith Pines and extending Main Street. He will meet with Dave as soon as it can be scheduled.

Roberts reported that there is only one lot left in Smith Pines. All the others have been purchased.

XV. CHAMBER OF COMMERCE - Discussed earlier in the meeting.

XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Nothing new to report.

XVII. ANNOUNCEMENTS & FUTURE MEETINGS:

- **August 24, 2021* Joint Judicial & Personnel Committee Meeting @ 6:00 p.m.**
- **September 8, 2021 *Public Hearing: Conditional Zoning @ 5:45 p.m.**
- **September 8, 2021 *Regular Board Meeting @ Immediately following Public Hearing**
- **TBD *Joint Zoning Committee Meeting with Oakland and Meenon Township.**

XVIII. ADJOURNMENT. Motion was made by Trustee, Gustafson; seconded by Trustee, Sears to adjourn the meeting at 7:10 p.m. **Motion carried 7-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer

August 11, 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