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**VILLAGE OF WEBSTER**

# SPECIAL BOARD MEETING MINUTES

Wednesday – September 29, 2021 @ 6:00 p.m.  
Webster Community Center  
7421 Main Street West, Webster, WI

- 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; Village Trustees, Kelsey Gustafson; Aaron Sears; Bill Summer; Charlie Weis; Greg Widiker. Others present: Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; Cindy Mickelson- Inter-County Leader; Dave Rasmussen- MSA and Village Residents, Russell Burford and Ed Dedman. Village Trustee, Tim Maloney arrived at 6:10 p.m. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA DELETION/CORRECTIONS** – Motion made by Trustee, Weis to approve the agenda as presented; seconded by Trustee, Gustafson. **Motion carried 6-0.** (Trustee, Maloney arrived at 6:10 p.m.)
- IV. **TIF DISTRICT AND RESOLUTION** – A copy of the resolution was provided to each board member. Roberts gave the floor to Dave Rasmussen from MSA. To summarize, Dave explained that it is a mixed used TIF District with a length of 20 years. The Village has until 2036 to make any infrastructure improvements of items listed in the project plan. The project plan is general in nature for the types/names of projects and cost estimates to avoid having to do an amendment at a later date. Amending a TID costs the same as a new or initial plan. Being a mixed use TIF, can be residential development and limited to 35% or less in terms of newly platted residential subdivision. Part of Smith Pines is already platted so it would not be included in this 35%. For the project boundary, MSA went up to the Industrial Park so any available vacant land could be developed.

Village resident, Russell Burford stated he opposes the resolution to approve creating TIF District #3 for a couple of reasons. Russell explained that he attended the last Planning Commission meeting and pointed out 2 discrepancies in the proposal (project plan). Dave Rasmussen hadn't been able to connect with Kianna (she was representing MSA at the Planning Commission meeting) but he said the changes will be made. Russell said those discrepancies are what was put out to the public and there should be a revision and another public hearing so they can review the corrected version. Trustee, Widiker commented that he was expecting to see the revisions. He reiterated the corrections are the parcel numbers on the chart need to match the map and the 10-year debt service was showing 11 years. Russell informed the board that he is some people who looked at the chart, and their property wasn't listed yet they should be. He understands it was a mistake but the public should have an accurate view of the tax IDs so they can identify if they are in of the TIF or not. In the Planning Commission meeting it was stated that the map was correct, but he says the key is hard to determine and should be a different color coded. Dave explained that when creating a new TIF District the map needs to show it this way to identify that overlapping TID #2. And when submitting the packet, it needs to show that part of TID #3 is overlapping TID #2 and identifying those parcels. Russell said the other reason why he says it is too early for a vote, is he raised a concern in the Planning Commission meeting and no offence to Mr. Dedman but is there is a concern that the public can have, based on conflict of interest

because part of this will pass improved streets through Mr. Dedman's property. He was placed on the planning committee, replacing Bill Rock, and the vote taken seems to run afoul of the open meeting laws. He then read part of the minutes from the August 11<sup>th</sup> board meeting where motions were carried. He went on to say there was nothing on the agenda notifying the public. He then stated that there was no motion identified (on replacing a person on the Planning Commission) there was a motion on approving the minutes. He thinks there are some issues that should be resolved before there is a vote on TID #3. Kuhnly reiterated what she said in the Planning Commission Meeting about the board meeting minutes. She acknowledged that how she typed up the August 11<sup>th</sup> board meeting minutes could be interrupted as misleading. Ed Dedman replacing Bill Rock was informational and the motions were only referring to approving the minutes of the July 26<sup>th</sup> Planning Commission Meeting. Russell then confirmed that there was no vote replacing Rock with Dedman. A couple board members said it was done at the Planning Commission meeting. Russell said it was not on that agenda or minutes either. He then restated that his position, as a member of the public, is pressing ahead with approval is putting the cart before the horse; there are some steps that should be taken so the public is fully informed and has an opportunity to speak. Dave said part of the process of creating a TIF District is having that public hearing, that was held at the Planning Commission Meeting on September 15, that is where the public is allowed to present their views on the creation of the TIF District. That meeting was held, and the Planning Commission recommended approval, so the public had a chance to speak. The meeting was properly noticed in the local newspaper to notify the public. Russell said he agreed with this but there were discrepancies noted in the plan. Dave said it was a draft project plan at that point of time and the Village Board has the options of changing the project plan at their meeting before approval of the TIF District. Russell then asked if the meeting minutes are available from the September 15<sup>th</sup> Planning Commission and then spoke of the sheet (resolution) which has requirements for voted yea, voted nay, approved by Chair, etc. and asked if completed. Kuhnly answered yes that is correct, the minutes and the resolution are complete. Russell then asked how Mr. Dedman voted. Kuhnly reported the motion was carried 7-0 so there were no opposition. Russell said so Mr. Dedman voted – Kuhnly said this was correct. Russell said Mr. Dedman has a conflict of interest. Russell said he continues to believe there are some issues and would ask the trustees to consider before proceeding with this vote. Per Widiker's request, Dave explained why the changes weren't made, yet, on the project plan. The final draft will include these changes. He again assured everyone that the maps were always correct. Russell then questioned agenda item 8 on the Joint Review Board Meeting from September 15<sup>th</sup>. Dave explained the process and steps required for creating a TIF District. And if the resolution is not approved tonight and the next scheduled Joint Review Board doesn't take place, the TIF District will not be approved before the important deadline of September 30<sup>th</sup>, for the Village to capture any tax increment for any new development as of January 1<sup>st</sup>, 2021. Widiker stated that there seems to be enough development in Smith Pines, this year, to make that significant. Further discussion took place on the timing of tax increments for what year's tax roll, TID, and corrections needed on the project plan. Russell said he thinks the board should consider the ramifications of putting someone on the Planning Commission without adhering to the open meeting laws. Roberts agreed and said he didn't know the Village did that wrong and mistake may made (on the appointment). Widiker expressed he hasn't sure if Robert's comments where correct (mistake made or not) but need to review the minutes. Kuhnly questioned if a motion is required for appointment to Commission. Kuhnly will research. Discussion ensued. Widiker said he firmly believes that Mr. Dedman wants to part of the process, has made some concessions (trading parcels) and Widiker doesn't see any obvious concerns of Mr. Dedman benefiting directly from being on the Planning Commission; he just wants to be involved. Yet, the process for appointing to the Planning Commission needs to be looked at. Roberts agreed – if

needs to approval or just an appointment. Kuhnly will contact the League attorney. Motion made by Trustee, Widiker to approve Resolution #04: Village Board Resolution approving the Creation of Tax Increment Finance District No. 3, based on the revisions/corrections made to the project plan as expressed to Kianna and Dave from MSA; seconded by Trustee, Weis. Weis confirmed with Dave that the corrections include 11 to 10-year debt service phase 2 and the correct parcel numbers will be listed on the table (should have all the parcels listed). Weis asked Dave when the Village will get feedback from him that the corrections were made. Dave said tomorrow. Weis asked if something comes up/something else is wrong or overlooked on the project plan, what ramifications does the Village have. Does this negate the board's approval tonight? Dave said with the changes discussed, the Village is good to go. The Department of Revenue would catch any errors. By approving tonight, TID 3 is in place. If there is something MSA missed on their end or something that is misleading, MSA would amend the project plan at no cost to the Village. Maloney acknowledged Mr. Dedman has property in the TIF District and maybe should have abstained from the vote but questioned how he would benefit from having property in the TIF District, he also asked if there are members in the TIF. Widiker said if road, and water and sewer get put in, he may or may not benefit but Maloney brought up a good point that there are village residents on the Planning Commission that may or may not be in the TID and may or may not benefit directly. It's not necessary a 'deal breaker'. Maloney asked Widiker what he was referring, earlier in the meeting, when he mentioned Mr. Dedman has made concession. Widiker reminded the board that Mr. Dedman's property has a little jog down into what will become Main Street but the parcel south of the proposed Main Street extends across the new Main Street and he could acquire that parcel from the new owner. And in concession, he would give up the parcel that would go over Main Street. Village Surveyor, Mark Krause suggested this trade. Roberts interjected that that is all contingent on the parcel (on the south) being sold. All this conversation took place prior to Planning Commission Meeting and before Mr. Dedman joined the Planning Commission. These concessions have not been before the Planning Commission as these are still up in the air until the interested party buys that parcel. Gustafson again questioned what the benefit could be to a member of the Commission. Maloney said could get a street and water and sewer. Gustafson said the resident/member would be paying for these installations. Being no further discussion, a vote voice was taken: Trustee, Widiker Yay; Trustee, Sears Abstain; Trustee, Summer Yay; Trustee, Weis Yay; Trustee, Gustafson Yay; Trustee, Maloney Nay; President, Roberts Yay. **5 YAYS, 1 ABSTAIN, 1 NAY; motion carried.**

- V. **INDUSTRIAL PARK: PROMOTE AND ADVERTISE** – President, Roberts asked if the board wants to advertise the space available for purchase in the Industrial Park and if so, where. Maloney said it should be advertised. Roberts said it has previously been advertised in the newspaper but doesn't think this is the most effective way. Summers reminded the board that he and Weis has met with Dick Hartman, Burnett County Economic Development Director, on building/developing a hub to attract businesses. Weis agreed that advertising that the village 'just' has a plot of land is not the ideal way. Dave Rasmussen suggested contacting Wisconsin Economic Development Corp. (WEDC) and commented that the County is the 1<sup>st</sup> step. He will reach out to WEDC and ask them to contact us. Roberts told Trustees, Summer and Weis to proceed with what they have been working on for the Industrial Park.
- VI. **SMITH PINES: WATER, SEWER AND ROAD** – President, Roberts said he and Heyer are working with Teresa Anderson-MSA, on extending water, sewer and roads in Smith Pines. She is preparing somethings for review. Roberts said some of the options are the Village doesn't do anything or extend

the water, sewer and road through Smith Pines. And make extending Main Street Phase 2 or 3. Or make Main Street the priority and water/sewer/road in Smith Pines a lower priority. Roberts said just some things to think about. Summer asked how many lots sold in the last year. Roberts said 5 and after this year there is only 1 lot left. Extending the road (White Pine Av) is a straight shot. Roberts confirmed with Heyer that can loop the water and sewer without doing Main Street at that time and then can extend Main Street at a later date; possibly 2-3 years down the road. Village resident, Ed Dedman shared his thought on if there is a benefit for selling lots in Smith Pine if White Pine Av attached to Main Street. Ed also shared Twin Cities Publications for posting information on the Industrial Park availability. Widiker brought up the need to think about the impact of increased traffic flow if White Pine Av is attached to Main Street as folks coming from the West and Northwest may take White Pine Av. Heyer said his opinion is to start with expanding Smith Pines and get more lots available. Doing both Smith Pines and extending Main Street at the same time would be very expensive. Widiker agreed.

- VII. **SMITH PINES: LOTS AND PRICES** – President, Roberts asked the trustees to think about the prices the Village should ask for the new proposed lots in Smith Pines. He reminded the board the Village can use ARPA fund for water expansion.
- VIII. **ADJOURNMENT.** Motion was made by Trustee, Weis to adjourn the meeting at 7:03 p.m.; seconded by Trustee, Sears. **Motion carried 7-0.**

Respectfully submitted,

*Debra Doriott-Kuhnly*

Debra Doriott-Kuhnly, Clerk-Treasurer  
September 29, 2021

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