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VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday – September 8, 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; Aaron Sears; Bill Summer; Greg Widiker and Charlie Weis. Others present: Webster Police Chief, Stephenie Wedin; Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; Greg Marsten-Burnett County Sentinel; Cindy Mickelson-Inter-County Leader; and Dave Rasmussen-MSA. Absent: None.
 - III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** –Motion made by Trustee, Gustafson to approve the agenda as presented; seconded by Trustee, Widiker. **Motion carried 7-0.**
 - IV. **VISITOR RECOGNITION** –President Roberts acknowledged Dave Rasmussen and asked that he wait to discuss the professional service agreement with MSA.
 - V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Weis to approve the August 11, 2021 Regular Board Meeting Minutes; seconded by Trustee, Sears. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the August 24, 2021 Joint Personnel/Judicial Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.**
 - VI. **APPROVAL OF VOUCHERS & RECEIPTS: August 10, 2021 – August 31, 2021** vouchers in the amount of: **\$52,685.86** as follows:
 - a. General Fund - \$38,856.46
 - b. Water Fund - \$5,729.23
 - c. Sewer Fund - \$3,031.65
 - d. Library Fund - \$5,068.52Approval of receipts were also presented for: **August 10, 2021 – August 31, 2021** in the amount of **\$224,702.96**. Motion was made by Trustee, Maloney; seconded by Trustee, Sears to approve vouchers in the amount of: **\$52,685.86** and receipts in the amount of **\$224,702.96**. **Motion carried 7-0.**
 - VII. **COMMUNICATIONS:** Burnett County Newsletter was included in member’s packets. Trustee, Summer read a letter from the Gandy Dancer Ping Pong Club thanking the Village for their use of the Community Center and contributed \$250.00 to the Village.
 - VIII. **PERSONNEL – Chairman, Bill Summer:** Nothing new to report.
 - IX. **PUBLIC UTILITY – Chairman, Aaron Sears:** Nothing new to report.
 - X. **FINANCE – Chairman, Greg Widiker:** Chairman, Widiker gave the floor to Clerk/Treasurer, Kuhnly. Kuhnly explained that part of the American Rescue Plan Act (ARPA) included financial assistance to Municipalities. She provided a handout showing eligible uses of this funding and reported that many

municipalities are planning on using their money on water and sewer projects. She also reported that President, Biden's proposed Infrastructure Bill would include the water and sewer. The dollar amount that each municipality received was based on its population. The Village's allotment totals \$64,789 and \$33,000 has already been received; the remaining amount will be distributed in 2022. The funds will need to be spent by 2024 but need to report what the money will be spent on in 2022. Dave Rasmussen shared the Senate made an amendment to include the infrastructure part right before the bill was passed. Kuhnly did point out that this money could impact the levy limit and the need to talk to the auditor. She also told the board that she was approached by the Webster Senior Center's President, Fred Bauerfield Sr. requesting some funding from this. (non-profits are an eligible use.) Trustee, Widiker said he would encourage thoughts on ways the Village could help with disparities and loss of income for those impacted in our community. No action was taken as this was informational.

- XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Chairman, Maloney discussed Legacy Builders' estimate for the demolition of the interior walls at the new village office building. Discussion ensued on the specifics of the demolition that were noted on the estimate. Motion made by Trustee, Maloney to approve the bid from Legacy Builders with payment upon satisfactory completion and approval by the architect; seconded by Trustee, Widiker. **Motion carried 7-0.**
- XII. STREETS – Chairman, Kelsey Gustafson:** Chairman, Gustafson started by discussing plans of milling, repaving, and widening Apple Street West from Highway 35 to just past the curve by Wayne's. Then patching the street heading north towards Alder Street. He stated that there isn't a need for board approval for this project as it was in the budget. The proposal from Monarch Paving indicates the full width pavement will cost \$23,415.95 and the patching will be \$8,403.38. The work will be done at the end of September.

The other item is along with the project just discussed but will take place next year. This involves crack filling and sealcoating on the rest of the block of Apple Street that runs all the way through the fairgrounds. Gustafson suggested doing micro sealing like what was done on Main Street last year. Heyer obtained an estimate from Fahrner in the amount of \$33,590.15. Fahrner cannot do the work this year so Gustafson is asking that the board to set this money aside from this year's budget and roll it into next year's budget. Motion made by Trustee, Gustafson to approve the crack filling and micro sealing on Apple Street throughout the Fairgrounds with the caveat that money will be set aside from this year's budget for 2022 budget; seconded by Trustee, Summer. Gustafson said Fahrner's will honor the estimated amount next year. **Motion carried 7-0.**

- XIII. JUDICIAL – Chairman, Charlie Weis:** The Police Department schedule for September was handed out. Chief, Wedin read the monthly calls for service – total of 63.

Chairman, Weis read Resolution #2021-02: Adopt Water Services Utility Rate Increase. Motion made by Trustee, Widiker to approve Resolution #2021-02; seconded by Trustee, Gustafson. President, Roberts reiterated the board's intentions of reviewing water rates on an annual basis and this new rate increase would be effective first quarter of 2022. **Motion carried 7-0.**

Before reading the Professional Service Agreement for Police Department Administrative Services with the Village of Siren, Chairman Weis provided the background. Linda Luhman had been working 2 days as Administrative Assistant for the Webster Police Department. She has accepted a full time

Administrative Assistant position with the Village of Siren Police Department. Siren Police Chief, Sybers has agreed to allow Linda to work for the Webster Police Department for 8 hours a week. Motion made by Trustee, Weis to approve the Professional Service Agreement between the Village of Siren and the Village of Webster; seconded by Trustee, Summer. **Motion carried 7-0.**

XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts: Roberts said he contacted Dave Rasmussen, with MSA, about the board considering extending Smith Pines. And with that, it would be the perfect time to hook to Main Street West and loop the water. He then gave the floor to Dave. Dave said MSA looked at it and first thing they thought of was to create a TIF District. No new improvements can be done in the current TIF as the expenditure period ending in 2020. It does have 5 years left and is not doing well but can be extended to cut down the deficient. The new TIF District would overlay the existing TIF District, add additional parcels and extend into the Industrial Park area and vacant land to the East of Industrial Park. There is a short timeframe to create the TIF to collect any new construction tax increment for this year. The September 30th deadline is significant as it allows the Village to retain all the taxes on new construction; the taxing jurisdictions do not get the taxes from this. This is to help pay for any project costs within the new TIF. There would be 15 years to do improvements and the length of the TIF District would be 20 years. Dave also reported that MSA has developed a draft project plan and timetable for approval prior to September 30th. The cost to develop will be \$13,500 and a copy of the Professional Service Agreement with MSA was included in the board member’s packets. Potential funding sources were discussed. Roberts reported that a village resident saw the public hearing notice in the newspaper and is concerned that his taxes will increase due to this potential TIF District. Dave explained that taxes are not impacted for individual taxpayers due to the TIF. Dave reiterated that just the taxing jurisdictions are impacted by the tax increments. Dave provided a map of the new TIF District. Discussion ensued on TIF timetable, meetings, steps needed, extending TIF #2 and TIFs in general. Motion made by Trustee, Weis to approve the Professional Service Agreement with MSA to create the TIF District; seconded by Trustee, Summer. **Motion carried 7-0.**

XV. CHAMBER OF COMMERCE - Chamber President and Village Trustee, Summer shared that Governor Evers announced a grant, up to \$100,000 per entity, for Economic Impact on Tourism. He would like the Chamber to apply for this grant and purchase the old gift shop on Main Street. He would like to turn it into a Central Burnett County tourism kiosk. Trustee, Weis suggested working with Siren and having this be a joint venture. Summer’s thoughts include the kiosk being run by volunteers and open from Memorial Day through fall. Trustee, Maloney asked if there is a way to tap into Burnett County Tourism. Trustee, Sears brought up the Main Street Bounce Back program. The board agreed that it is a good idea.

XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Nothing new to report. The annual budget meeting will be held at 7:00 p.m. on October 6th.

XVII. ANNOUNCEMENTS & FUTURE MEETINGS:

- **September 15, 2021* Joint Review Board Meeting @ 5:45 p.m.**
- **September 15, 2021 *Planning Commission Meeting @ 6:00 p.m.**
- **September 29, 2021 *Special Board Meeting @ 6:00 p.m.**
- **October 13, 2021 *Regular Board Meeting @ 6:00 p.m.**

XVIII. ADJOURNMENT. Motion was made by Trustee, Widiker; seconded by Trustee, Maloney to adjourn the meeting at 7:09 p.m. **Motion carried 7-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer

September 8, 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