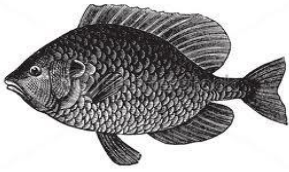


REGULAR MEETING BOARD MINUTES

Wednesday – November 10, 2021 @ 6:00 pm
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; Aaron Sears; Bill Summer; Greg Widiker and Charlie Weis. Others present: Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; Greg Marsten–Burnett County Sentinel; Cindy Mickelson–Inter-County Leader; Village Residents: Millie Hopkins and Russ Burford; Otis-Taylor American Legion Post 96 Members Gerald Vogel and Wendy Larson; ADRC Representatives: Laura Neve and Sabrina Naglosky; and Dave Rasmussen-MSA. Webster Police Chief, Stephenie Wedin arrived at 6:10 pm. Trustee, Weis left at 6:20pm for a fire call. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** –Motion made by Trustee, Sears to approve the agenda as presented; seconded by Trustee, Summer. **Motion carried 7-0.**
- IV. **VISITOR RECOGNITION** –President Roberts gave the floor to Gerald Vogel, Post Commander of Otis-Taylor American Legion Post 96. Gerald spoke of Roderick Hopkins Sr’s World War II military service, his involvement in Otis-Taylor American Legion Post 96 and his passing in June. He then read a certificate, from the American Legion, acknowledging Rod’s 75-year membership and contributions. Gerald then presented this certificate and a 75-year Membership Pin to Rod’s widow Millie.

Next, Roberts gave the floor to Laura Neve, Director of ADRC. Laura introduced Sabrina Naglosky, who manages the Senior Nutrition Meals Program. Laura said they are in the position where they need to look for a new site location. They would like to stay in Webster as it is centrally located for their Meals on Wheels delivery. They have done a walk-through of the Webster Community Center and interested in pursuing this for their new location. Trustee, Weis confirmed they are currently at the Senior Center and rent from them. Laura said their contract is up at the end of the year. President, Roberts stated that the Village gave the Senior Center the building several years ago. Trustee, Summer asked the time they would occupy the Community Center. Laura said 4 days a week; Monday, Tuesday, Thursday and Friday, and because there is no onsite dining; the hours needed are 6:00 am – 11am. When they are allowed to go back to eating on site; the hours would be 6:00 am to about 12:30pm. Laura clarified their operation is good to work with other group using the Community Center and certainly not wanting to push anyone out. (they can be in the kitchen preparing the meals while the other groups are out in the main floor) And, the other groups could stay for the meals. Trustee, Weis asked how many people they serve. Currently they have 100 home delivered meals each day. Trustee, Summer asked why ADRC is leaving the Senior Center. Laura explained that the Senior Center raised the rent significantly higher than ADRC’s budget allows. Trustee, Weis asked about their funding. Laura said they have grants and State and Federal funding. Trustee, Widiker asked about the rental fee the Village would charge. Public Property Chair, Maloney informed the board the amount has not been discussed yet. Maloney had a preliminary discussion with Laura and Sabrina and there is a lot of logistics that need to happen. There are issues with the required storage and equipment space ADRC would need. He said there will be no

decision tonight; Laura's presentation is informational. Maloney acknowledged that Meals on Wheels is an important part of the community and would hate to see them leave the Senior Center. Laura said they have their own equipment to bring in. The Senior Center currently charges them \$340 a month and is increasing it to \$850 at the beginning of 2022. Maloney said there is a Public Property Committee Meeting on Monday night and he will get back to her after that meeting. He informed her the earliest approval date would be at the December 8th Board Meeting.

The floor was then given to Wendy Larson. As a Foster Mom for years, she is very concerned with the high number of Social Workers that have left Burnett County and there is only 2 left. She wanted the Board to be aware of this as she is worried on the negative impact this will have on the community.

- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Weis to approve the October 13, 2021 Regular Board Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the October 18, 2021 Personnel Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.** Motion was made by Trustee, Sears to approve the October 20, 2021 Budget Workshop Meeting Minutes; seconded by Trustee, Weis. **Motion carried 6-0.** *Trustee, Weis had to leave for a fire call.* Motion was made by Trustee, Gustafson to approve the October 27, 2021 Special Board Meeting Minutes; seconded by Trustee, Sears. **Motion carried 6-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: October 12, 2021 – November 8, 2021** vouchers in the amount of: **\$109,412.60** as follows:
- a. General Fund - \$74,837.73
 - b. Water Fund - \$4,407.25
 - c. Sewer Fund - \$3,718.58
 - d. Capital Replacement Fund - \$19,751.52
 - e. Library Fund - \$6,697.52
- Approval of receipts were also presented for: **October 12, 2021 – November 8, 2021** in the amount of **\$50,621.36**. Motion was made by Trustee, Maloney; seconded by Trustee, Gustafson to approve vouchers in the amount of: **\$109,412.60** and receipts in the amount of **\$50,621.36**. **Motion carried 6-0.**
- VII. **COMMUNICATIONS:** Burnett County Newsletter was included in member's packets. The Village received a Thank you letter from the Pickleball Association and a Thank You Card for the use of the Main Street Flowers at the finish line, at Fox Run Golf Course, of the Susan G Komen 3-Day Breast Cancer Walk.
- VIII. **PERSONNEL – Chairman, Bill Summer:** Motion made by Trustee, Maloney to table acting on the International Union of Operating Engineers Contract until the December Board Meeting; seconded by Trustee, Summer. **Motion carried 6-0.** (The Village just received the contract this afternoon.)
- IX. **PUBLIC UTILITY – Chairman, Aaron Sears:** Nothing new to report.
- X. **FINANCE – Chairman, Greg Widiker:** Chairman, Widiker informed the Board that the Village received a \$300.00 donation from the Webster Lions Club.
- XI. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Chairman, Maloney provided the following update on the new office building project: The interior has been gutted and the architect is ready to submit the

project for bids. Chairman, Maloney; Public Works Director, Heyer; Chief Wedin; and Clerk/Treasurer, Kuhnly will meet there tomorrow and tape out, on the floor, the preliminary plan. The architect is looking for board approval at the December Board Meeting so he can get the plan out for bids. The new office building project is also on the agenda for the November 15th Committee Meeting.

- XII. STREETS – Chairman, Kelsey Gustafson:** Chairman, Gustafson reported that the Village has received its yearly estimate for Main Street snow removal from Bruce Gibbs. It indicates a \$5/hour increase. Motion made by Gustafson to approve Bruce’s Auto Repair and Towing estimate for Main Street Snow Removal; seconded by Trustee, Widiker. **Motion carried 6-0.**

Gustafson informed the Board that Heyer was approached by the Bobcat salesman to trade in the Bobcat as the municipal discount is being reduced after the 1st of the year. Gustafson said initially this was enticing because the salesman told Heyer the price would only be \$3,500 for the new machine. But when the actual quote was received; the cost would be \$7,700. The current Bobcat is only 3 years old and has approximately 100 hours on it, so Gustafson doesn’t think trading it in is worth it. The board agreed.

- XIII. JUDICIAL – Chairman, Charlie Weis:** The Police Department schedule was handed out at last month’s meeting. Chief, Wedin read the monthly calls for service – total of 30.

Trustee, Maloney confirmed that the Chief is handling any issues at the schools since there is currently no School Resource Officer. Trustee, Summer asked if any applicants for the open officer position. Chief Wedin said one but the person is not certified and is about to graduate. The posting doesn’t close until November 19th. Discussion ensued on the open officer position.

- XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** Roberts gave the floor to Dave Rasmussen, with MSA, to provide clarifying information on TID #2. The TID Fund Financial Statement from the 2020 Audit Report was handed out. Dave explained that the fund deficit, at the end of 2020, was a negative \$534,460. This is not debt. It is a fund deficit of the TID. The Financial Statement handout explains the whole history of TID #2. Dave then read the last paragraph, “The fund deficit at December 31, 2020 was financed by long-term advances from the general fund and water utility fund at that date in the amounts of \$479,506 and \$54,954, respectively.” Again, there is no debt on the TID; it is a fund balance deficit. Dave further explained that the TID#2 goes back to 2005 and was a result of the Main Street Project. At that time, he worked with the Village on funding. MSA has a funding team devoted to finding funding for projects such as the Village’s Library Project and the High School Demolition. One of the funding tools is Tax Increment Financing. TID #2 was created to possible help with the Downtown/Main Street Project. Dave then went through the Costs and Revenues from the TID Financial Statement, which results in the fund deficit. Again, there is no debt as the project was paid for by the Village already. Dave pointed out that \$81,247 have been generated by the TID (tax increments) to help pay down the project costs. Dave asked if everyone was clear on that there is no debt in TID #2 – it is a fund balance deficit that the TID has not fully reimbursed the Village for – there is not any debt. The Joint Review Board meets annually to review the performance of the TID. They have approved two – 2 year extensions. Dave then called out the Cash Flow Analysis spreadsheet that he provided. The extensions are highlighted in pink and blue. Instead of terminating in 2025, TID #2 will terminate in 2031 and will get the 2031 increment in 2032. The fund balance deficit is because the TID has not created enough tax increment to reimburse the Village. Don’t need to pay the projected 2032 deficit of \$230,899. In August, MSA met with President, Roberts and Public Works Director, Heyer to discuss upcoming projects within

the Village; the extension of Main Street West and water and sewer utility along Highway 35 in preparation of the 2027 DOT repaving plan. They looked at potential funding sources and Dave suggested TID #3. The reason they looked at overlapping TID #2 with the new TID #3 and the need for approval by September 30th was to capture the new development and tax increment, of the three new houses, for TID #3 and have the ability to make improvements/create new development. (The period for any new investments in TID #2 expired in 2020.) Since TID #3 was not approved, the increment will go to TID #2. The estimated \$450,000 development in 2021, will pay down the deficit, at the end of TID #2, to an estimated amount of \$230,899. Dave then explained the annual value increment and tax increment on the spreadsheet. The more development the more tax increment is generated and that will reduce that fund balance deficit. Dave explained when you overlap a TIF District, basically that value increment is frozen. So, if TID #2 would have been overlapped by September 30th any new development tax increment would have went to TID #3 and TID #2 value increment would have been frozen. But TID #2's deficit would still have been reduced. President, Roberts thanked Dave for the explanation, and it cleared things up.

XV. CHAMBER OF COMMERCE - Nothing new to report

XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Nothing new to report. The next meeting will be in January 2022.

XVII. ANNOUNCEMENTS & FUTURE MEETINGS:

- **November 15, 2021* Public Property Committee Meeting @ 6:00 p.m.**
- **November 16, 2021 *Judicial Committee Meeting @ 6:00 p.m.**
- **November 18, 2021 *Public Hearing: Approve 2022 Budget @ 6:00 p.m.**
- **December 8, 2021 *Regular Board Meeting @ 6:00 p.m.**

XVIII. ADJOURNMENT. Motion was made by Trustee, Widiker; seconded by Trustee, Sears to adjourn the meeting at 6:50 p.m. **Motion carried 6-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer

November 10, 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