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VILLAGE OF WEBSTER

DEVELOPMENT & ANNEXATION MEETING MINUTES

Wednesday, January 19, 2022 @ 4:00 p.m.
7505 Main Street West, Webster, WI

- I. **CALL TO ORDER** – Village President, Roberts called the meeting to order at 4:00 p.m.
- II. **PRESENT** – Village President, Jeff Roberts; Village Trustees: Kelsey Gustafson, Tim Maloney, Charlie Weis and Greg Widiker. Trustee, Summer arrived at 4:05 p.m. Others Present: Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; MSA Representatives Dave Rasmussen, Teresa Anderson and Nick Nelson. Absent: Trustee, Sears.
- III. **PUBLIC NOTICE OF AGENDA** – Motion made by Trustee, Weis to approve the agenda as presented; seconded by Trustee, Maloney. **Motion carried 6-0.**
- IV. **REPLACE OLD WATER PIPES** – President, Roberts gave the floor to Teresa Anderson. Heyer presented maps showing the current water pipes. The remaining old transite water pipes are marked in yellow. Teresa explained that Heyer had called her asking if any of the Infrastructure Funding would help replace some of the remaining old transite water pipes. Teresa said what they are seeing is maybe coming through Safe Drinking Water, Clean Drinking Water and maybe Rural Development. However, some of the existing funding that is in place might be a pretty good deal for the village to start replacing the old transite pipes. The village is a great candidate for a CDBG grant and it has changed to one-million-dollar maximum vs half of million. The grant is a 2/3's CDBG and 1/3 of other funds. Could use the Safe Drinking Program to match this with. And, if did a \$850,000 loan/grant with that, would get a maximum of \$500,000 principal forgiveness. So, one million dollars with CDBG, half a million of principal forgiveness and about \$350,000 to \$400,000 worth of low interest loan to pay back which would be a twenty-year revenue bond. So, putting all the funding together, it is about a \$1.9 million project that would maximum the village benefit from the two funding programs: the best dollar value on getting the most grant money and not spending more on a loan. If going to do a total street reconstruction of replacing the street, replace water main and sewer (because would be there) this would get the village about 3000 feet. Dave said on the Safe Drinking Water, it is not guaranteed that the village would get the principal forgiveness but a lot of the infrastructure monies that he knows is happening is going to the EPA; of which goes down to the DNR for the Safe Drinking Water and Clean Water Fund Programs. These are 1% loan and have been able to match that quite abit. Dave reiterated the 2/3 and 1/3 CDBG and informed the board that the application is due in May. Next year, the Department of Administration (DOA) will require plans and specs already completed at the time of applying so this a good reason to apply this year. Maloney confirmed that starting in 2023, applicants would be required to 'pony up' for the costs before applying. Dave and Teresa said yes, starting next year. Dave mentioned that there is talk of a two-stage application process where there would be a pre-application submitted and then if invited, by the DOA, to submit a full application (this is a sign that pretty sure will get the funds) that is when the municipality would 'pony up'. Dave then went over the process timeline for this year: apply for CDBG in May, would probably hear back end of July, submit initial information to the Safe Drinking Water Program by October 31, to get on the list, by that time will know about the CDBG. In the fall, start the engineering, plans and specs so can bid and then apply for the Safe Drinking Water in June 2023. The

Safe Drinking Water will go back and reimburse so don't have to wait; can construct in 2023. The risk is, at that point, not 100% sure if will get the principal forgiveness. Trustee, Weis asked the criteria for the principal forgiveness. Teresa said small population, low income/ LMI/MHI, helps if replacing small mains and or asbestos mains. So, looks good for the village. Teresa then brought up the DOT project timeframe of 2025 or 2026 for Highway 35. She thinks it would make the most sense to get this piece done (replacing 3000 feet of transite piping) and then focus on replacing the water main under the highway as the next project when the DOT schedules. This would be 1800 feet, from Fir Street to Alder Street (County Rd X), of water main replacement. Trustee, Gustafson said his understanding is the DOT plans is to mill 24 feet wide from the center line (12 feet each way) and the rest would be an overlay and the village's responsibility. Dave brought up the timing of these two projects and right now at the CDBG level is having to wait two years between applying for another grant but there is talk of this changing to three years. Teresa asked if the water main is down the center of the highway. Heyer said it is on the east side of the highway; about six to eight feet from the curb. Teresa will touch base with the DOT to try to coordinate.

Getting back to the transite water pipes, Heyer stated the village has had no problems with the water tests that are required by the DNR so the water is safe. Teresa said the real risk is to the public works employees that must get down there to fix any leaks, when cutting on the transite pipes and hook ups. Teresa reiterated that it is not a hazard for the water coming out. The locations of the transite pipes that have already been replaced were discussed. Dave said will need to define the locations to replace water mains and sanitary sewer, before applying for CDBG, because will need to prove to the DOA that there is a community wide benefit vs just a neighborhood benefit. Trustee, Maloney asked the cost to apply. Dave said the cost for the CDBG and Safe Drinking Water is \$10,000 each. Dave stated that at this time, none of the infrastructure money will go to HUD, which is the CDBG program, it is going to EPA which is the Safe Drinking Water and Clean Water Funds. Teresa brought up the point that the Safe Drinking Program is a revenue bond on water utility, so it doesn't hit the village's general operating capacity; unless the village wants to or split with water and general operating. Heyer asked if can use any of the money towards well rehabilitation. Teresa asked the cost and timeline. Heyer said between \$10,000 - \$15,000 and in the next couple of years. Dave suggested included that in the CDBG application as the well is considered more of a community wide benefit. Teresa agreed and said should target the water main replacement in the area of this well (well #4). Discussion then turned to the money the village received from ARPA and this could be used for water and sewer projects. Teresa said MSA is advising folks to spend ARPA money on things that are hard to get other funding for i.e. new development, small projects, etc. But, could put this in the match funds if the village wanted to. Dave said the APRA funds did not go through any agency, but the Infrastructure Funding is (i.e. Safe Drinking Water, Clean Water Fund, Principal Forgiveness). Roberts asked for the board's thoughts on replacing the old transite water pipes, if the village should apply, and the sections of replacing. Trustee, Weis repeated the benefit of replacing around the well that needs rehabilitated. He also stated his concerns of the business owner's perceptions of the village's decision to tear up part of the highway (for water main replacement) and then two years later the State will tear it up again. Roberts stated the highway doesn't need to be done now. Teresa said the village is eligible for CDBG Block Grant but need to define the area(s) so it impacts the entire community not just helping out a neighborhood. Motion made by Trustee, Weis to proceed with the grant process; seconded by Trustee, Gustafson. Trustee, Maloney confirmed that Dave will come back in February with the contract. Dave said yes, for the CDBG. Trustee, Widiker asked if DOA say it's not community wide then can village make readjustments and submit again. Teresa said yes. **Motion carried 6-0.** Discussion ensued on possible locations. Alder Street would benefit the community as it is at the school and close to the clinic yet Trustee, Gustafson suggested waiting on this section

because the County Commission has applied for a grant to do County Road X and the village will piggyback with the County's plans from the village limits to the highway. West Fir Street, as it is by the gas station, US Bank and the ambulance garage and go across the highway going East. Also, Birch East; north side of the school. Teresa said they will crunch some numbers of footage and get back with Jay.

- V. **SMITH PINES EXTENSION** – Teresa said this really isn't a real fundable project in terms of grants. TIF is an option. Teresa did find the original map of Smith Pines, when the property was purchased, showing possible future development area/subdivision taking into account the wetlands and minimize wetland disturbance.
- VI. **MAIN STREET EXTENSION** – Teresa said that they would probably try getting the village Safe Drinking Water Funding for looping the water but would be much more village share. Again, TIF is an option for this, too. Dave stated the Safe Drinking Water would only do the water mains not the street. Roberts said this will probably be placed on hold for now.
- VII. **RECONSIDERATION OF CREATING TIF #3** - *This item was not discussed.*
- VIII. **ADJOURNMENT.** Motion was by Trustee, Summer to adjourn the Development and Annexation Meeting at 5:15 p.m., seconded by Trustee, Widiker. **Motion carried 6-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk/Treasurer

January 19, 2022

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