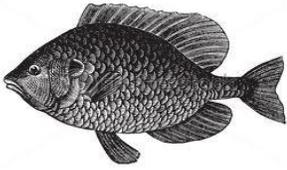


REGULAR MEETING BOARD MINUTES

Wednesday – February 9, 2022 @ 6:00 P.M.
7421 Main Street West, Webster, WI



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: Webster Police Chief, Stephenie Wedin; Clerk/Treasurer, Debra Doriott-Kuhnly; William Berglund and Pat Niklason - Webster Senior Center; Dave Rasmussen and Nick Nelson - MSA; Kris Schmid - Legacy Solar; Greg Marsten - Burnett County Sentinel; Cindy Mickelson - Inter-County Leader; and Village Resident Russ Burford. Absent: Public Works Director, Jay Heyer.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** –Motion made by Trustee, Weis to approve the agenda as presented; seconded by Trustee, Sears. **Motion carried 7-0.**
- IV. **VISITOR RECOGNITION** –President Roberts gave the floor to Pat Niklason, secretary of the Webster Senior Center. Pat is asking if the Village could plow the senior center parking lot when the streets are being plowed. This would save the Senior Center money from paying a contractor. Roberts confirmed that Pat has spoken to Jay and he is ok doing this. Their parking lot would be plowed after all village streets are done. Motion made by Trustee, Gustafson to plow the Webster Senior Center south side parking lot; seconded by Trustee, Summer. Trustee, Weis asked the Senior Center to inform Ross Tollander of this. **Motion carried 7-0.**

The floor was then given to Kris Schmid with Legacy Solar. Kris provided an update on the solar energy system. The project will be less expensive than the bid as he was able to find a less expensive piece of equipment. Kris also submitted a \$15,390 rebate with Focus on Energy. The payback time is now at 15 years vs 20+ years. He also provided a document showing estimated usage and solar generation. Based on Jay and Dean’s suggestion, Kris now has it split between Well #3 and the Lift Station. Everything is operational. For real time monitoring, Kris does recommend getting 2 cellular modems and he would install with no charge for the village. Deb will check on these.

Next, Roberts gave the floor to Dave Rasmussen with MSA. Dave introduced Nick Nelson, who is also with MSA. Dave said since the Development and Annexation meeting at the end of January, MSA has been in contact with the Department of Administration’s (DOA) office that runs the CDBG program. Looking at replacing transite water mains that have a community wide benefit. Last week, MSA submitted a proposal to DOA indicating replacing the water main on East Main, Trout, East Birch and East Alder. The DOA came back and said they didn’t feel East Main and East Alder would qualify under community wide benefit. The DOA did approve Trout and East Birch. MSA went back to DOA with another proposal including the alley behind the business on the North Side of the Main Street and Pike. DOA declined those areas too so Dave and Teresa called them. The DOA verbally thought the stretch from Sturgeon Av going North (Kola to East Poplar), jogging to the East and eventually meeting up with the 10-inch leading to the water tower would be ok. MSA will formally submit this area. Because the

village is at 51% LTM income, the village is looking at community wide benefit for the CDBG program. Dave recapped the CDBG program is \$1 million maximum grant with \$500,000 matching fund: 2/3's CDBG and 1/3 matching funds. Of the matching funds, there is a 60% principal forgiveness with the Safe Drinking Water Program. Trustee, Weis asked how close to the 3000 feet goal that was discussed during the Development and Annexation meeting. Nick said it is close: 375 feet on Trout, 1000 feet on East Birch and about 1500 feet on Sturgeon. Discussion ensued on the map showing all the transite pipe in the village. Dave also reminded the board of the recently passed Infrastructure bill and money from that going into the Safe Drinking Water program for possible principal forgiveness. Dave summarized the timeline: May 12th is the application deadline and will find out if awarded by July 27th. The distressed scoring is a maximum of 70 and the village scores high at 50; so, this is good for the application. The intent to apply for the Safe Drinking Water Loan program would be submitted in October and the actual application is due June 30, 2023. Dave informed the board that the interest is 1% and is a revenue loan so it does not go against general obligation debt. If the village is not awarded the CDBG funds, Dave recommends applying again next year. Before next month's meeting, the board should review the map and the contract (PSA: Professional Service Agreement).

Traci Hopkins was not in attendance.

- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the January 12, 2022 Caucus Meeting Minutes; seconded by Trustee, Weis. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the January 12, 2022 Regular Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the January 18, 2022 Personnel Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.** Motion was made by Trustee, Gustafson to approve the January 29, 2022 Development & Annexation Meeting Minutes; seconded by Trustee, Weis. **Motion carried 7-0.** Motion was made by Trustee, Maloney, to approve the February 3, 2022 Personnel Meeting Minutes with correction that Maloney was not in attendance; seconded by Trustee, Summer. **Motion carried 7-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: January 8, 2022 – February 7, 2022** vouchers in the amount of: **\$148,543.07** as follows:
- a. General Fund - \$121,309.24
 - b. Water Fund - \$7,675.26
 - c. Sewer Fund - \$9,782.57
 - d. Capital Replacement Fund - \$1,242.50
 - e. Library Fund - \$8,533.50
- Approval of receipts were also presented for: **January 8, 2022 – February 7, 2022** in the amount of **\$347,419.66.** Motion was made by Trustee, Maloney; seconded by Trustee, Widiker to approve vouchers in the amount of: **\$148,543.07** and receipts in the amount of **\$347,419.66.** **Motion carried 7-0.**
- VII. **COMMUNICATIONS:** Burnett County Newsletter, Webster Chamber of Commerce letter and Award Letter from League of WI Municipalities Mutual Insurance was included in member's packets.
- VIII. **PERSONNEL – Chairman, Bill Summer:** Nothing new to report.
- IX. **PUBLIC UTILITY – Chairman, Aaron Sears:** Chairman, Sears reported that well #4 is due for rehabilitation. The recommendation is every 10 years, and it has been 12 years (since the village does not

run them full blast.) For basic rehabilitation, the estimate is \$10,000 to \$12,000 and the next level/better rehabilitation is \$12,000 to \$15,000. Jay is in the process of getting bids for future approval.

- X. **FINANCE – Chairman, Greg Widiker:** Chairman, Widiker presented the request for a financial donation from Restorative Justice. Motion made by Trustee, Sears to approve a \$200 donation to Restorative Justice of Northwest Wisconsin; seconded by Trustee, Widiker. The board discussed specific programs and agreed that the donation go to the A.O.D.A Youth Program and Boys Group at the local schools. **Motion carried 7-0.**
- XI. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Chairman, Maloney reported that the Library received their matching funds, from Nexen, to pay off the Library loan around 10 years early.
- XII. **STREETS – Chairman, Kelsey Gustafson:** Nothing new to report.
- XIII. **JUDICIAL – Chairman, Charlie Weis:** The Police Department schedules for February and March were handed out last month. Chief, Wedin read the monthly calls for service – total of 34.
- XIV. **DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:** Nothing new to report. Next month's agenda will include the Professional Service Agreement with MSA.
- XV. **CHAMBER OF COMMERCE -** Chamber President, Bill Summer said 89 letters were mailed to area businesses to generate more interest. To date, only 8 replied. Trustee, Weis said he attended the State's Secretary of Tourism's luncheon last week. He found out the majority of the advertising money, for tourism, is targeted in the Chicago area. He said he was also surprised that they went from 7 to 11 locations that they are targeting for advertising and 3 of the new ones are in Minnesota; and he thought that Minnesota would have been all along.
- XVI. **WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Maloney reported the last meeting was January 27th and responses/fires are up. Membership is at 31. The chassis for the new truck will be delivered to the builder in March and another 6 months, after that, before it will be complete. The colors will be black and orange. Oakland Township would like the old pumper truck stored in their new shop to reduce Oakland's (and North) property insurance.
- XVII. **ANNOUNCEMENTS & FUTURE MEETINGS:**
- **February 11, 2022 * Development & Annexation Meeting with Dick Hartmann @ 1:00 p.m.**
 - **March 9, 2022 *Public Hearing @ 5:45 p.m.**
 - **March 9, 2022 *Regular Board Meeting @ Immediately following the Public Hearing.**
- XVIII. **MOTION TO GO INTO CLOSED SESSION PER WIS. STAT.§ 19.85(1) (c) –** Motion to go into closed session to discuss hiring full time police officer made by Trustee, Maloney; seconded by Trustee, Summer. **Motion carried 7-0.** (Chief, Wedin and Clerk/Treasurer, Kuhnly left the meeting at this point- 6:50pm.)
- XIX. **MOTION TO RECONVENE INTO OPEN SESSION PER WIS. STAT § 19.85 (2) -** Motion to reconvene into open session was made by Trustee, Widiker; seconded by Trustee, Summer. **Motion carried 7-0.** No action taken at this time.

XX. ADJOURNMENT. Motion was made by Trustee, Gustafson; seconded by Trustee, Maloney to adjourn the meeting at 7:20 p.m. **Motion carried 7-0.**

Respectfully submitted,

Debra Doriott-Kuhnly and Jeff Roberts

Clerk-Treasurer and Village President

February 9, 2022

***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