



VILLAGE OF WEBSTER

REGULAR MEETING BOARD MINUTES

Wednesday – June 8, 2022 @ 6:00 P.M.
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; and Trustees, Ed Dedman; Kelsey Gustafson; Tim Maloney; Bill Summer and Charlie Weis. Others: Public Works Director, Jay Heyer; Chief of Police, Stephenie Wedin; Cindy Mickelson -Inter County Leader Newspaper, Greg Marsten – Burnett County Sentinel. Visitors: Mark Krause-Wagner Surveying; Nick Nelson-MSA and Dean Hamaker. Absent: Trustee, Aaron Sears and Clerk/Treasurer, Deb Doriott-Kuhnly.
 - III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** –Motion made by Trustee, Summer to approve the agenda as presented; seconded by Trustee, Dedman. **Motion carried 6-0.**
 - IV. **VISITOR RECOGNITION** –President Roberts gave the floor to Mark Krause – Wagner Surveying. Mark began with discussion on extending Main Street West. He handed out a CSM of the property the school purchased on the west end of Main Street. Mark said he has the right of way marked and existing pipes. He suggested making ditch deep enough to handle drainage from Gandy Trail westward and figure out grades and get culvert in first. Roberts stated that the school wants to put in a driveway and will need a culvert and suggests coordinating with Brian Sears. Discussion ensued on grades, drainage, ditches, elevations and culverts. Mark suggested cleaning out existing ditch before the new work starts.

Mark Krause provided an update regarding Roger Wood’s request to move the gate by sewer ponds to give Mr. Wood easier access to his property. Mark said there are questions that need to be answered: although Crappie Av S is on village property; is it considered a village street? Heyer found out that 200 feet, of Crappie, is considered a street. Is the village getting any gas tax on it? If it is opened for someone else to use, does it become a public street? Or just giving him an easement? Roberts and Krause said this should be brought in front of the Planning Commission.

Mark informed the board that the Chelmo property, in the Village and Meenon Township, has been purchased by Ken Erickson. Wagner Surveying is working with the Erickson’s on doing development there. There are some very nice spots they can built on, wetlands along the river/cannot build on and leaving some of fields and the wildlands. 10 acres of the property is in the village limits. The village zoning allows 100 foot lot so the new owner could possibly create 8 to 10 lots. The new owners and Mark will be attending the next Meenon Township meeting on the 20th. Mark would like all the jurisdictions to work together to make practical and reasonable decisions. Maloney asked about the village annexing the portions that are not in Meenon. Mark suggested Planning Commission meeting. Roberts said annexing to a township is very complicated. Roberts said they would be required to hook up to village water and sewer. Mark said there is a lot of things to discuss and would like to get the process started. Next step should be a meeting with Meenon, the Village and the owner; followed by presenting the information to the Village Planning Commission.

- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the May 11, 2022 Reorganizational Meeting Minutes; seconded by Trustee, Dedman. **Motion carried 6-0.** Motion was made by Trustee, Weis to approve the May 11, 2022 Public Hearing Meeting Minutes; seconded by Trustee, Gustafson. **Motion carried 6-0.** Motion was made by Trustee, Dedman to approve the May 11, 2022 Regular Board Meeting Minutes; seconded by Trustee, Gustafson. Maloney questioned verbiage on school resource office wages. It should read 'school will compensate the village at the rate of \$27/hour.' Dedman and Gustafson restated their motion with the corrections. **Motion carried 6-0.** Motion was made by Trustee, Gustafson to approve the May 25, 2022 Street Committee Meeting Minutes; seconded by Trustee, Maloney. **Motion carried 6-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: May 10, 2022 – June 6, 2022** vouchers in the amount of: **\$63,271.17** as follows:
- a. General Fund - \$38,700.42
 - b. Water Fund - \$3,455.35
 - c. Sewer Fund - \$12,155.01
 - d. Capital Replacement Fund - \$690.00
 - e. Library Fund - \$8,270.39
- Approval of receipts were also presented for: **May 10, 2022 – June 6, 2022** in the amount of **\$11,945.11.** Motion was made by Trustee, Maloney; seconded by Trustee, Dedman to approve vouchers in the amount of: **\$63,271.17** and receipts in the amount of **\$11,945.11.** **Motion carried 6-0.**
- VII. **COMMUNICATIONS:** Burnett County Newsletter was included in member's packets.
- VIII. **PERSONNEL – Chairman, Ed Dedman:** Chairman, Dedman raised the conversation on police officer starting wages that was tabled last month. Dedman said he has listed the open position on LinkedIn and will also list on Indeed upon board approval of starting wages. Dedman said the village needs to be more competitive, especially in today's market. Former Chair, Trustee Summer, gave an overview of his suggestion and how he derived at those amounts. Dedman brought up the flexibility and if they take insurance or not. Chief, Wedin said that sponsoring is a valuable tool used for hiring and retaining new officers. i.e. helping pay student loans. Motion made by Trustee, Maloney to approve starting wage for an inexperienced officer at \$19.86 if participating in health insurance and \$20.86 if not participating. Starting wage for an experienced officer would be \$22.31 with insurance and \$24.21 without, depending on their level of experience; seconded by Trustee, Dedman. **Motion carried 6-0.**
- X. **PUBLIC UTILITY – Chairman, Aaron Sears:** Nothing New to Report.
- XI. **FINANCE – Chairman, Bill Summer:** Chairman, Summer stated the Chamber of Commerce is looking to share the additional cost of website maintenance with the village. Motion made by Trustee, Weis to contribute an additional \$395 annually to Yellow River Advertising & Design for website maintenance; seconded by Trustee, Summer. **Motion carried 6-0.**
- XII. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Nothing New to Report. Alterations to the new office building has started. Chief, Wedin reported that she Kuhnly met with the Alison, with Cecil Builders, and picked out paint colors, flooring, doors and cabinets.

XIII. **STREETS – Chairman, Kelsey Gustafson:** Nothing New to Report.

XIV. **JUDICIAL – Chairman, Jeff Roberts:** The Police Department schedule was sent out. Chief, Wedin read the monthly calls for service – total of 108 (increase due to background checks for liquor and operator license renewals.)

Chair, Roberts read Resolution #2022-06: Compliance Maintenance Annual Report (CMAR). Motion made by Trustee, Dedman to approve Resolution #2022-06: Compliance Maintenance Annual Report (CMAR); seconded by Trustee, Gustafson. **Motion carried 6-0.**

Chair, Roberts read Resolution to Borrow Funds & Levy Tax: State of Wisconsin Board of Commissioners of Public Land. (*Financing Interior Alterations to New Village Office/Police Department Building*) He confirmed everyone understood what he just read. Roll Call Voice Vote was then conducted. Votes are as follows: Trustee, Ed Dedman “Yea”; Trustee, Kelsey Gustafson “Yea”; Trustee, Maloney “Yea”; Trustee, Summer “Yea”; Trustee, Weis “Yea”; Trustee/President, Roberts “Yea”; Trustee, Sears was absent. Votes were closed and declared resolved and **motion carried 6-0 (1 absent).**

Copies of Q1 and Q2 Land Use Permits were included in the member packets.

Roberts read all license applications for Retail Alcohol Beverages, Operator’s, Cigarette & Tobacco, Pool Tables and Mobile Home Park.

- Motion made by Trustee, Summer to approve the Renewal Retail Alcohol Beverage Licenses; seconded by Trustee, Dedman. **Motion carried 6-0.**
- Motion made by Trustee, Gustafson to approve the Temporary Class “B” Fermented Malt Beverage License; seconded by Trustee, Maloney. **Motion carried 6-0.**
- Motion made by Trustee, Dedman to approve the Cigarette & Tobacco Licenses; seconded by Trustee, Summer. **Motion carried 6-0.**
- Motion made by Trustee, Weis to approve the Pool Table Licenses; seconded by Trustee, Gustafson. **Motion carried 6-0.**
- Motion made by Trustee, Gustafson to approve the Mobile Home Park License; seconded by Trustee, Dedman. Discussion was held on the condition of the Mobile Home Park. **Motion carried 5-1.**
- Motion made by Trustee, Weis to approve the Operator’s Licenses; seconded by Trustee, Dedman. **Motion carried 6-0.**

XV. **DEVELOPMENT & ANNEXATION – Chairman, Charlie Weis:** Chair, Weis reminded the board, according to the amended Planning Commission Ordinance, three citizen members shall be appointed by the Village President and approved by the village board. Their terms will be determined by drawing of number [1, 2 and 3]. Gaelyn Sears, Gaylen Brown and Greg Widiker have expressed interest in serving on the Planning Commission. The drawing was held, and results are as follows: Gaelyn Sears- 2 years, Gaylen Brown – 3 years and Greg Widiker – 1 year. Motion to approve the three citizen members and their terms was made by Trustee, Maloney; seconded by Trustee, Dedman. **Motion carried 6-0.** Weis will notify the members. Motion made by Trustee, Gustafson to approve Trustee, Weis as the Village Trustee member appointment; seconded by Trustee, Maloney. **Motion carried 6-0.** The Village President, Public Works Director and Village Surveyor are also on the Planning Commission.

Weis provided an update on the potential spec building and development in the Industrial Park. A steering committee is needed for the RISE grant and Dick Hartman has secured two committee members. Weis and Summer are recruiting a couple business owners to also be on the committee. The 1st meeting will be by the end of July. Weis has been in contact with an agency to assist with the grant writing. Summer added that an appraisal of the property is needed to use the value as part of the 20 % match for the grant. Roberts provided a name of a commercial appraiser.

XVI. CHAMBER OF COMMERCE - Chamber President, Summer provided an update on Gandy Dancer Days and Chamber activities. The next Chamber meeting is at 11:30am on June 21st at The Gallery.

XVII. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Nothing New to Report. Next meeting is July 27th at 7:00 p.m.

XVIII. ANNOUNCEMENTS & FUTURE MEETINGS:

- **June 21, 2022 *Judicial Committee Meeting @ 6:00 p.m.**
- **July 13, 2022 *Regular Board Meeting @ 6:00 p.m.**

XIX. ADJOURNMENT. Motion was made by Trustee, Summer; seconded by Trustee, Dedman to adjourn the meeting at 7:13 p.m. **Motion carried 6-0.**

Respectfully submitted,
Debra Doriott-Kuhnly

Clerk-Treasurer and Village President
June 8, 2022

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

Village President, Jeff Roberts

Trustee, Ed Dedman

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Aaron Sears

Trustee, Bill Summer

Trustee, Charlie Weis

Attest: _____
Clerk-Treasurer