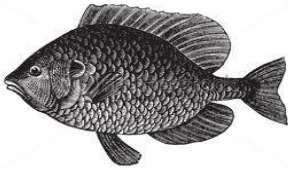


REGULAR MEETING BOARD MINUTES

Wednesday – August 10, 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; and Trustees, Ed Dedman; Kelsey Gustafson; Tim Maloney; Aaron Sears; Bill Summer and Charlie Weis. Others: Clerk/Treasurer, Deb Doriott-Kuhnly; Chief of Police, Stephenie Wedin; Greg Marsten – Burnett County Sentinel; Mark Krause – Wagner Surveying; Kianna Lindh – MSA; Residents, Greg Widiker; Ken Erickson and Tim Vasatka arrived at 6:25 p.m. and left 6:30 p.m. Absent: Public Works Director, Jay Heyer.

- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** –Motion made by Trustee, Weis to approve the agenda with correction to September 14th for next Regular Board Meeting; seconded by Trustee, Sears. **Motion carried 7-0.**

- IV. **VISITOR RECOGNITION** –President Roberts gave the floor to Mark Krause. Ken Erickson was also in attendance. Mark explained that at the Planning Commission Meeting on August 3rd, a Planned Unit Development (PUD) for the Erickson property North of Yellow River was reviewed. Most of the land is in Meenon Township but some is within the Village. Mark showed a map indicating the locations. They are looking for the Board’s agreement to proceed. The Village portion is zoned R1, which allows 100-foot lots and about ¼ mile river frontage and shoreline area to the West. The land in Meenon is zoned A2 which allows 300-foot lots so they are proposing a compromise at around 200-foot lots. The plan layout they are looking to do is not necessary a planned residential development but a planned lot size development. Looking to keep a couple larger lots as Agricultural and wetland areas and most of the river lots will be 200-foot. Have not decided if there will be any commercial lot on the highway. There will be covenants including building sizes, no campers/trailers, etc- will need to be permanent residences and comply with County Zoning requirements. Village water and sewer is not accessible, due to the river, so they would get conventional systems on the lower tiers. Would like the board to review, provide their ok and draft a letter that they could present rezoning request to the County at their September meeting. Town of Meenon meeting is next Monday night. Maloney asked when the covenants will be available. Mark said they are waiting the Village and Meenon’s input and then will attach to the plan for the County. The plan will need to meet Local, County and State regulations and ordinances. Weis stated the type and size of structures should also be part of the covenants. Roberts suggested a Development and Annexation meeting, during the week of the 22nd, to discuss covenants before the County Meeting. Mark also pointed out that the plan includes a couple of shared access areas to the river for docks, canoe rack and benches instead of every lot having a dock down to the river. Maloney said the shared river areas sound like a great idea but would like to know who will maintain them - village public works shouldn’t be doing it. Roberts then gave the floor to Village Resident, Greg Widiker. Greg informed the board that he was at the Planning Commission Meeting and he has several things to share. He stated he doesn’t think this is a PUD as it doesn’t meet the requirements. The point of a PUD is to protect open spaces; at least 50% of the property. He also brought up allowing commercial development. He said he would give his blessing for 10 not 25 lots. He pointed out that of the 25; 16 are on the River. There is a

need to protect and preserve the waterfront, river and river bottom. This is a highly sensitive area; the Yellow River is a great local treasure, and it is a major tributary to the St Croix River, which is a national scenic riverway. He is not in favor of putting 250% capacity of what is currently allowable and thinks 25 lots are more than the property can handle. He is also concerned about allowing commercial along the highway. Mark said there will be 75-foot minimum setbacks from the riverbanks and wetland; most are 100-400 feet with some 500 feet. Mark said not 'hiding' as PUD; it is due to zoning/mixed uses of residential, agricultural, possibly some commercial and the layout of the lots. The covenants can be more restrictive. Discussion then took place on temporary camping and high-water mark. Development and Annexation meeting set for August 24th at 6:00 p.m.

There is a 20-foot alley that the Village owns, on Main Street, but deed was never done. Motion made by Trustee, Maloney to approve the quit claim deed; seconded by Trustee, Dedman. **Motion carried 7-0.**

Lastly, Mark spoke of the need for the school to clean the ditch and ditch line on their property- East Side of Main Street West. Roberts will talk to the Superintendent.

Roberts then gave the floor to Kianna Linhd with MSA. Kianna explained that per ACT 57, a Joint Review Board Meeting is required and the Professional Service Agreement for TID 2. Motion made by Trustee, Weis to approve the Professional Service Agreement with MSA; seconded by Trustee, Summer. **Motion carried 7-0.**

Kianna also informed the board that the 2022 preliminary values for TID 2 shows a value of \$1.7 million compared to just a little over \$1 million 2021.

Kianna reported the CDBG application, for replacing water mains, was denied. The Village scored 136.5 and she then went over the scoring in each category. She and Dave Rasmussen's opinion are the Village should appeal due to confusion with the language used in the commitment letter from Bremer Bank. Correct language would change the score to 141.5 – the minimum score awarded was 142. This would make the Village next in line and or any remaining funds could go to the Village. Maloney confirmed the appeal process is something MSA would do at no additional charge. Motion made by Trustee, Weis to appeal the Department of Administration's score; seconded by Trustee, Dedman. **Motion carried 7-0.**

Visitor Tim Vasatka arrived at 6:25 p.m. and left shortly after that. Robert explained he was on the agenda to express concern about the Police Department being directly across the street from his bar. The Police Department is in the back part of the building and they can/will park in the back and use back door.

V. APPROVAL OF MINUTES: Motion was made by Trustee, Dedman to approve the July 13, 2022 Regular Board Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the August 2, 2022 Personnel Committee Meeting Minutes; seconded by Trustee, Dedman. **Motion carried 7-0.** Motion was made by President, Roberts to approve the August 3, 2022 Planning Commission Meeting Minutes; seconded by Trustee, Weis. **Motion carried 7-0.**

VI. APPROVAL OF VOUCHERS & RECEIPTS: July 12, 2022 – August 8, 2022 vouchers in the amount of: **\$125,088.86** as follows:

- a. General Fund - \$46,470.39
- b. Water Fund - \$13,033.16

- c. Sewer Fund - \$9,001.55
- d. Capital Replacement Fund - \$49,116.90
- e. Library Fund - \$7,466.86

Approval of receipts were also presented for: **July 12, 2022 – August 8, 2022** in the amount of **\$306,288.70**. Motion was made by Trustee, Maloney; seconded by Trustee, Gustafson to approve vouchers in the amount of: **\$125,088.86** and receipts in the amount of **\$306,288.70**. **Motion carried 7-0.**

VII. COMMUNICATIONS: None.

VIII. PERSONNEL – Chairman, Ed Dedman: Chairman, Dedman stated that to stay competitive and retain the current police staffing, the Personnel Committee makes the following recommendation. Increase Officer, Thoms wage increase to \$22.31/hour and Chief, Wedin wage increase to \$30.35 an hour. Both would retain health insurance. Wage increases effective on next pay period which is August 22, 2022. Motion made by Trustee, Weis to approve the recommended wage increase; seconded by Trustee, Dedman. **Motion carried 7-0.**

X. PUBLIC UTILITY – Chairman, Aaron Sears: Chairman, Sears reported Heyer spoke to him about the need for a transfer switch on Well #3. This is to use a generator. There is a motor there, but it is very old. The estimate is \$4,000 and is looking for approval. Summer asked the size of the transfer switch and wants to make sure it is large enough down the road. Motion made by Trustee, Maloney to table the decision until the September meeting; seconded by Trustee, Dedman. **Motion carried 7-0.**

XI. FINANCE – Chairman, Bill Summer: Nothing New to Report.

XII. PUBLIC PROPERTY – Chairman, Tim Maloney: Motion made by Trustee, Weis to approve the appointment of Ashley Heinz to the Library Board; seconded by Trustee, Summer. **Motion carried 7-0.**

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

XIV. JUDICIAL – Chairman, Jeff Roberts: The Police Department schedules for August, September and October were handed out previously. Chief, Wedin read the monthly calls for service – total of 24.

Dedman asked the status of the letter sent to unsafe building owners. Roberts reported they have all been received but one returned from the post office. Have heard back from two. They were given 90 days to reply, repair or raze.

Summer asked Chief, Wedin to do a wellness check on a house on Oak W. They are living off a generator and he is concerned of a fire risk as it is sitting on their porch.

XV. DEVELOPMENT & ANNEXATION – Chairman, Charlie Weis: Chairman, Weis shared he has been in contact with Fox Advancement, a grant writing specialist, to assist in the grant writing process for the RISE grant for the potential spec building in the Industrial Park. Weis, Summer and Dick Hartmann attended a Zoom meeting with Fox Advancement and sent him the proposal that was included in the board member’s packets. Their 75% success rate, for securing grants, is noteworthy. Weis reminded the board that the RISE grant is between a half million and 2 million dollars. The project is called the W.I.T.C (Webster Incubator Training Center.) Roberts asked if there is a match. Weis said yes but Dick indicated

the County should be able to help. A focus committee is being formed with members of the community. Currently, the committee members are Weis and Summer (Village), Dick Hartman (County), Roy Ward (School), two vocational teachers (Northwoods Technical College), a member from Nexen Group and Brad Peterson (a builder). Dick is working on getting someone from a financial institution. Next, a concept paper needs to be drafted. Fox Advancement can do this. As indicated on the proposal, the cost for the concept paper is \$8000. The Rise Grant Writing, Strategy and Project Management piece is \$26,250. The next meeting with Fox Advancement is scheduled for August 17th. At that time, Weis needs to give them a verbal answer if the village will be using their services. Weis is asking for a verbal commitment, from the board, for 50% of the cost. County could probably pay for at least 50%. Motion made by Trustee, Weis to approve the Village commitment of half the total cost, in the amount of \$17,000, to Fox Advancement; seconded by Trustee, Summer. Maloney asked if proceeds from the grant be used for grant writing. Weis did not think so but there is County Development money to be used for things like this. **Motion carried 7-0.**

Roberts asked Summer if he has monitored how the solar panels are doing. Summer reported that the solar panels are making about 9% more than initially projected.

Weis informed the board that the Webster Fire Department will be shutting down Musky Street, on the side of the Fire Department (from Main to Elm) for the Fire Department Banquet on August 20th

XVI. CHAMBER OF COMMERCE - Nothing New to Report.

XVII. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Maloney reported that the Fire Associations annual budget meeting will be held the 1st Wednesday in October. Roberts reported that the Town’s Association did reach a contract agreement with North Memorial Ambulance. This will be a 5-year contract with a minimum of 5% increase per year and maximum of 7.6%

XVIII. ANNOUNCEMENTS & FUTURE MEETINGS:

- **August 24, 2022 *Development and Annexation Meeting @ 6:00 p.m.**
- **September 14, 2022 *Regular Board Meeting @ 6:00 p.m.**

XIX. ADJOURNMENT. Motion was made by Trustee, Sears; seconded by Trustee, Dedman to adjourn the meeting at 7:26 p.m. **Motion carried 7-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Clerk-Treasurer

August 10, 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