

# REGULAR MEETING BOARD MINUTES

Wednesday – December 14, 2022 @ Immediately Following  
5:45 p.m. Public Hearing.  
7421 Main Street West, Webster, WI



**VILLAGE OF WEBSTER**

- 
- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 5:49 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; Police Chief of Police, Stephenie Wedin; Police Officer, Gavyn Anton; Greg Marsten – Burnett County Sentinel; Nick Nelson – MSA; Dan Kegley – REM Inspecting LLC. Mark Krause – Wagner Surveying arrived at 5:56 p.m. Absent: Public Works Director, Jay Heyer.
  - III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** – Traci Hopkins is not able to attend due to the weather. Motion made by Trustee, Sears to approve the agenda with deletion of Traci Hopkins; seconded by Trustee, Maloney. **Motion carried 7-0.**
  - IV. **VISITOR RECOGNITION** –President Roberts gave the floor to Dan Kegley, President/CEO/Inspector of REM Inspecting LLC. Dan provided an overview of his background, information about REM Inspecting services and staffing. Board member questions were answered and clarification on fee schedule and compensation (made by homeowner not village which is on the amended version). Dan said he makes presentation to the board annually. Motion was made by Trustee, Maloney to approve the Inspection Agency Services Agreement with REM Inspecting; seconded by Trustee, Dedman. **Motion carried 7-0.**

Next, Mark Krause presented a Certified Survey Map (CSM) for the resurveyed lots owned by Wild Rivers Habitat for Humanity. Kuhnly reported that they have submitted a land use permit application to move a house onto their property on Birch Street West. Motion made by Trustee, Dedman to approve the Certified Survey Map; seconded by Trustee, Weis. **Motion carried 7-0.**

Mark also reported that he has continued discussions with WI DOT and they are looking into reducing the speed limit on North Lakeland Av/Highway 35 and installing a traffic light at the intersection of Highway 35 and Alder St/County Rd X. He will keep us updated.

- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the November 9, 2022 Regular Board Meeting Minutes; seconded by Trustee, Dedman. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the November 16, 2022 Personnel Committee Meeting Minutes; seconded by Trustee, Dedman. **Motion carried 7-0.** Motion was made by Trustee, Weis to approve the November 28, 2022, Budget Public Hearing Meeting Minutes; seconded by Trustee, Sears. **Motion carried 7-0.** Motion was made by Trustee, Dedman to approve the November 28, 2022, Personnel Committee Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the December 7, 2022, Public Property Committee Meeting Minutes; seconded by Trustee, Weis. **Motion carried 7-0.**

- VI. APPROVAL OF VOUCHERS & RECEIPTS: November 8, 2022 – December 12, 2022** vouchers in the amount of: **\$140,052.14** as follows:
- a. General Fund - \$69,871.37
  - b. Water Fund - \$4,775.98
  - c. Sewer Fund - \$5,594.71
  - d. Capital Fund - \$48,990.83
  - e. Library Fund - \$10,819.25

Approval of receipts were also presented for: **November 8, 2022 – December 12, 2022** in the amount of **\$169,343.68**. Trustee, Dedman asked what the PILOT-SCRMC receipt was. (Payment In Lieu of Taxes). Motion was made by Trustee, Sears; seconded by Trustee, Dedman to approve vouchers in the amount of: **\$140,052.14** and receipts in the amount of **\$169,343.68**. **Motion carried 7-0.**

- VII. COMMUNICATIONS:** A thank you card was received from Harriet Rice for the plant the Village sent her as she recuperates.

- VIII. PERSONNEL – Chairman, Ed Dedman:** Chairman, Dedman read the memo from Kuhnly requesting that the board consider appointing the following Election Inspectors for January 1, 2023 – December 31, 2024: Christy Wilkins-Chief Inspector, Debra Doriott-Kuhnly- Alternate Chief Inspector, Sue Weis-Deputy Clerk, Peggy Korlath, Debbie Maloney, Roxi Roberts, Sherill Summer and Gaelyn Sears. Motion made by Trustee, Dedman to approve appointment of the Election Inspectors; seconded by Trustee, Gustafson. **Motion carried 7-0.**

Dedman reported that after numerous discussions, meetings, and research, the Personnel Committee is recommending to the board to proceed with Medica Choice Plan-Option 1 from Security Plus, LLC for the Police Department Health Insurance beginning January 1, 2023. Motion made by Trustee, Weis to approve Medica Choice Plan-Option 1 from Security Plus; seconded by Trustee, Summer. **Motion carried 7-0.**

The Personnel Committee also recommends a \$1.00/hour wage increase for the Part-Time Public Works Employee, effective January 1, 2023. After he obtains a Class B CDL, an additional \$1.50/hour wage increase will be granted. Motion by Trustee, Summer to approve the \$1.00 wage increase effective January 1, 2023 and permit test within 6 months and 6 months after to get the CDL to receive the additional \$1.50/hour wage increase; seconded by Trustee, Dedman. **Motion carried 7-0.**

Kuhnly stated incumbents up for reelection in the Spring of 2023 are Village President, Jeff Roberts and Trustee, Tim Maloney; Trustee, Aaron Sears and Trustee, Charlie Weis. If anyone will not be seeking reelection, they should see her for the required Notification of Non-Candidacy form. This form is due back, to her, no later than December 21<sup>st</sup>. The Candidacy paperwork will be handed out during the January Caucus.

Kuhnly also reported that over the past 2 days, all municipalities in Burnett County did an audit of the November 8, 2022 General Election. This audit consisted of hand counting all ballots and comparing results to results from the Election Machine tally counts. There were no discrepancies, and the Election Machine Tally Counts were 100% accurate.

- X. PUBLIC UTILITY – Chairman, Aaron Sears:** Nothing New to Report.

- IX. FINANCE – Chairman, Bill Sumner:** Motion made by Trustee, Weis to approve a Christmas Bonus of \$150 for Full-Time Employees and \$50 for Part-Time Employees; with a qualifier of a minimum of 40 hours worked; seconded by Trustee, Dedman. **Motion carried 7-0.**
- XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Chairman, Maloney stated there are a couple of changes he would like to make to the Fairgrounds lease and would like to table this agenda item until the January Board Meeting. Maloney also informed the board that the Benson Law Office is working on amending the Village Public Property’s Waiver of Liability and Hold Harmless Agreements. Motion made by Trustee, Maloney to table to Fairgrounds Lease until January 11, 2023 Board Meeting; seconded by Trustee, Dedman. **Motion carried 7-0.**
- XII. STREETS – Chairman, Kelsey Gustafson:** Nothing New to Report.
- XIII. JUDICIAL – Chairman, Jeff Roberts:** Police Department schedule was handed out during last month’s meeting. Chief, Wedin read the monthly calls for service – total of 30. Police presence has increased in the areas that have had reported speeders and this has helped with drivers reducing their speed. Chief, Wedin introduced new Police Officer, Gavyn Anton.
- Motion made by Trustee, Weis to approve Resolution #2022-08: County Library Levy Exemption; seconded by Trustee, Maloney. **Motion carried 7-0.**
- Village Building Inspector Service Agreement was discussed and approved earlier in the meeting.
- Motion made by Trustee, Summer to approve Ordinance #2022-02: Amend Chapter 112-Building Construction; Ordinance §112-8: Electrical Code.
- Informational – Roberts reported that there have been some activities with the properties that were sent a repair or raze letter. One of the properties, located on Fir St E, will be torn down this spring. The property on Cedar St E has been sold, the property across from the Village Office has been repaired and cleaned up, and the property on Fir St W has been transferred to the County.
- XIV. DEVELOPMENT & ANNEXATION – Chairman, Charlie Weis:** Nothing New to Report. Chairman, Weis informed the board that he attended the 1<sup>st</sup> Burnett County Comprehensive Plan Committee Meeting. He asked board members to let him know of anything they foresee in the next 1-5 years that should be addressed with the Comprehensive Plan Committee. Also, Dick Hartmann is still searching for funding to contribute to the Spec Building for Business Incubator. Trustee, Dedman, who is also a member of the Burnett County Tourism Coalition stated they are moving forward in establishing a short term rental tax with a launch date of April 1, 2023.
- XV. CHAMBER OF COMMERCE – Chamber President, Summer** reported 26 people attended the Holiday Happy Hour Social Event. The Chamber gained a couple new memberships. Santa Day is December 17<sup>th</sup> at Fresh Start Coffee Roasters.
- XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Nothing New to Report. Next meeting will be January 25, 2023.

**XVII. ANNOUNCEMENTS & FUTURE MEETINGS:**

- **January 11, 2023 \*Caucus @ 5:45 p.m.**
- **January 11, 2023 \*Regular Board Meeting @ Immediately Following the Caucus**

**XVIII. ADJOURNMENT.** Motion was made by Trustee, Gustafson; seconded by Trustee, Summer to adjourn the meeting at 6:55 p.m. **Motion carried 7-0.**

Respectfully submitted,

*Debra Doriott-Kuhnly*

Clerk-Treasurer

December 14, 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