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VILLAGE OF WEBSTER

DEVELOPMENT & ANNEXATION COMMITTEE MEETING MINUTES

Wednesday, March 22, 2023 @ 3:30 p.m.
Webster Village Office

- I. **CALL TO ORDER** – Village President, Roberts called the meeting to order at 3:38 p.m.
- II. **PRESENT** – Village President, Jeff Roberts; Trustees, Ed Dedman, Kelsey Gustafson; Tim Maloney; Bill Summer and Charlie Weis (arrived 4:42 p.m.). Others Present: Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Kuhnly; Kianna Lindh and Teresa Anderson – MSA; Dick Hartmann – Burnett County Economic Development; Mark Krause – Wagner Surveying; Mick Peterson and Russ Burford. Absent: Aaron Sears.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** –Motion made by Trustee, Gustafson to approve the agenda as presented; seconded by Trustee, Summer. **Motion carried 5-0.**
- IV. **EXTENDING MAIN STREET WEST, WHITE PINE AV AND WATER & SEWER** – President, Roberts stated the board has discussed extending Main Street West for over twenty years. Now, the village also has White Pine Av that could hook up to Main Street West and make a loop. If doing those extensions, it makes sense to also extend water and sewer at the same time. MSA provided a preliminary cost estimate packet. Roberts then gave the floor to Teresa Anderson and Kianna Lindh. Teresa explained the cost estimate and suggests bringing the school's water main together with Main St W and Smith Pine Av; looping both ends as the DNR may look more favorable on this for funding. New development as extending streets and utilities are generally difficult to get funding. The DNR Safe Drinking Water Loan Program, which offers principle forgiveness, will fund some looping projects. Kianna said the Village is eligible for 65% principle forgiveness. This is for the water portion only. That program does require plans and specs in order to apply. Teresa said this would help defray the cost of water but not much funding available for sewer or streets. She stated this is where and why TIF district came up in last year's discussion of extending Main St and Smith Pines as any development that happens; that TIF increments can help pay back the costs of the engineering and improvements for the streets and the sewer. But this does mean the Village would take on the expenses up front. Some TIF funds are better than none. Teresa said the 1st steps are to get engineered plans and specs, and get new TIF District set up, if interested. Dick Hartmann is the Economic Director for Burnett County and on seat for Burnett County Development Association (BCDA). Their top priority is housing and has been looking at Smith Pines as a subdivision. Dick has received a request form from Senator Baldwin's office for appropriation. He put in an appropriation request for infrastructure for housing projects for all 3 Villages in the County. He requested \$3 million that would be divided, equally, between the 3 villages. Dick would like a letter of support from the Village. Dick reiterated there is a housing shortage: need housing for the work force, seniors and affordable housing. Smith Pines is the perfect venue. Summer spoke of Governor Evers' 2023-2025 budget and it will provide money for affordable housing and infrastructure. Dick said it is a good idea to find a developer that would be interested in this project. Summer asked Public Works Director, Heyer what challenges he foresees with these extensions. Heyer reported that improvements are needed on storm sewers and water drainage in the proposed areas. Getting good drainage around these types of

projects have been a problem in the past. And then getting water and sewer installed. Currently the water stops East of the Bushey property. The sewer comes from the lift station on Hickory and services the School and Smith Pines. Mark Krause said they did topographic maps on the shots of Main Street extension last year. It was too late in the year so Hopkins could not act on it. He did not design anything but noted the drainage will work. MSA will need to be involved for the decision and design of storm sewers, from Bruce's on out. Mark provided copies of the topo maps of Main Street and Smith Pines. He said the biggest thing he sees is the wetlands. He has a photo, from 1978, showing it was all farm field. Now all the ditches out there are all grown up. Every time the ditches were cleaned, the DNR made the Village plug the ditches and wouldn't let them drain to the North/South. The 1st thing that needs to be done is get the permits, from the DNR, to open the ditches, get them drained out to minimize the amount of wetlands. It can be proven from the 1978 photos that it was all farmed and ditched. These plans and options have been thought about for over 30 years. Mark said it's a matter of how many phases and prioritize the steps in extending Smith Pines and Main Street. Maloney asked how many feet to extend White Pine Av to Main Street – Teresa said 800 feet and how many feet to extend Main Street W to intersect with White Pine Av - Teresa said approximately 1700 feet. Mark said there are some areas that can happen pretty quickly to get use of the available lots for the housing needs and payback to the Village. Roberts reiterated that Jay has already talked to Hopkins about extending Main St to the ditch so the school can use it as a gravel street as access to their property. The projected cost of that is \$12,000. Mark brought up if put connector mains or cross mains in to make sure to allow for that so don't have to redo. Roberts asked where the Board wants to start. Summer suggested presenting to the Village resident the overall whole concept plan of the projects to see the 'big picture'. Lay it out by phases. Gustafson asked how much more to Smith Pine intersection from where the school wants their road. Mark said 700-800 feet. Teresa said Main St extension is 2/3rd the cost and White Pine Av is 1/3rd the cost. Mark asked Dick the timelines for Senator Baldwin's funds. Dick said the BCDA is putting affordable housing as top priority, but he is not sure of the timing of funds. He said there may be other funding too. Heyer said the village can get the gravel road done for the school and not necessarily go all the way to the ditch right now. And then concentrate more on expanding Smith Pines. Mark said need to have the plan together; knowing what the infrastructure needs are for the long range. Maloney said he heard there are developers interested. Gustafson agreed that it would be nice to know what could potentially go in extending Smith Pines. Summer said the community needs assisted care and housing. Dick said there are people who accepted jobs, in the area, but there wasn't affordable housing available. Dick said need for mixed housing, senior housing and affordable housing. Burnett County has an aging population and need to start thinking about their housing needs. He has also heard of potential developers interested. Mick Peterson, a member of Lakeside Lutheran Church out in A&H, said back in 2018 Lakeside and Yellow Lake Lutheran employed a firm from St Cloud to do a demographic study of the area. The firm provided the following housing units needed: 65 coop housing, 100 independent living, 77 for assisted living. The demand is here. In 2020, they connected with a developer and contactor, from the St Cloud area, that has done 40 projects; the last one was a three-story, 86-unit independent assisted living facility. Teresa asked for clarification on if the Village is looking at assisted living or senior living. Roberts said senior living and that assisted living would be down the road. Mick added that they also talked to WITC and SCRMC about setting up a CNA program but was shot down due to requirements for teaching the program. Roberts sees a mix of senior housing and affordable housing. Teresa said after hearing the discussion, she is already thinking of potential developers and funding. Mick suggested the Board go check out Glenview in Shell Lake. Glenview is a senior living campus with independent and assisted living. Roberts said 'they' won't come in until the roads and infrastructure are in place. He continued that maybe start with extending White Pine and make the loop and not worry about going west, for now.

Or get the numbers for everything and go from there. Mark said the Village should have options for multiple use type of things as some of the areas are unique, some areas have wetlands, some need retention areas, etc. Might work well for multiple sized buildings. Mark mentioned the last major project, that was turn-key, was on Perch Av. That is the ideal situation (duplexes, retired senior housing units) and it filled up fast. Mick spoke of need for continuum of care; independent living, assisted living, memory care, etc. and again spoke of the campus in Shell Lake. Mark said biggest selling point is new clinic in town. Discussion took place on all that the Village has to offer. Creating affordable and senior living housing is a win/win but the question, and challenge, is how to pay for it. Discussion went back to the need of cleaning the drainage ditches in Smith Pines and undeveloped areas, and to Fairgrounds Rd (west of the School). Summer asked Dedman his thoughts. Dedman stated he recused himself. (from voting) From a procedural standpoint the village will want a ballpark cost for the entire project, based on phase-approach and identify the steps and then prioritize based on logical needs and costs. Roberts agreed and said the village would not be able to do this project all at once, unless major grants and funding are obtained, so will to prioritize based on needs and most cost efficient. Teresa said to be cautious about extending Main St, for the school access, without extending utilities underneath it; even if there isn't a need for the school; would need to tear up when utilities are needed. Mark spoke of extending Main St. W and the benefits of available properties/options such as multiple housing. Motion made by Trustee, Summer to clean ditches, as indicated on topographic map; seconded by Trustee, Gustafson. **Motion carried 7-0.** Motion made by Trustee, Summer to direct MSA to create a Concept Development Plan of Extending Smith Pines, Main St W and Water and Sewer; seconded by Trustee, Weis. Maloney asked Teresa an estimated cost from MSA for this Concept Plan. Teresa estimated \$5,000 to \$10,000. **Motion carried 6-0 (Dedman abstained).**

- V. **ADJOURNMENT.** Motion was made by Trustee, Summer to adjourn the Development and Annexation Committee Meeting at 4:55 p.m., seconded by Trustee, Dedman. **Motion carried 7-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Clerk/Treasurer

March 22, 2023

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