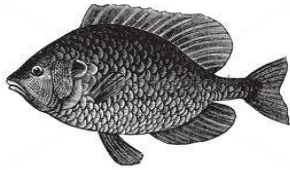


# REGULAR MEETING

## BOARD MINUTES

Wednesday – April 12, 2023

@ Immediately following the 5:45 p.m. Public Hearing.  
7421 Main Street West, Webster, WI



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**VILLAGE OF WEBSTER**

- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 5:55 p.m.
- II. **ROLL CALL** – Village President, Jeff Roberts; and Trustees, Ed Dedman; Kelsey Gustafson; Aaron Sears; Bill Summer; Tim Maloney and Charlie Weis. Others: Clerk/Treasurer, Deb Doriott-Kuhnly; Public Works Director, Jay Heyer; Police Officer, Gavyn Anton; Greg Marsten - Burnett County Sentinel; Dave Rasmussen- MSA; Traci Hopkins; Nancy Meindel; Mary Smoliak; Wendy Larson; Russ Burford and Sherill Summer arrived at 6:14 p.m. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** – Motion made by Trustee, Dedman to approve the agenda with moving the vote on MSA Professional Service Agreement to under Development and Annexation; seconded by Trustee, Weis. **Motion carried 7-0.**
- IV. **VISITOR RECOGNITION** – Roberts gave the floor to Wendy Larson. Wendy is representing the American Legion. They would like to replace the current smaller sign that is on east outside wall of the Community Center, with a larger sign measuring 36 X 48 - people are not seeing the smaller sign. Maloney asked Wendy to coordinate with Heyer. Motion made by Trustee, Sears to approve the larger sign placement; seconded by Trustee, Weis. **Motion carried 7-0.**

Traci Hopkins, with the Central Burnett County Fair Association (CBCFA), is asking to use the grandstand from 4:00 pm to 7:00 pm on 5/20, 6/17, 7/1 (same day as Fireworks), 8/12 (Gandy Dancer Days) and 9/22 (Fair) for a car race series as a fund-raising activity. Maloney said they have the fairgrounds for the days of the Fair, so they do not need to rent that date. Maloney confirmed that they are just looking for use of the grandstands. Admissions and concessions will all be held within the grandstands. Maloney reminded Traci that they need their own insurance rider. Weis asked about garbage removal – Traci said the Fair Association will take care of it. Discussion was held on if the Fair Association would make enough money on each race to afford the rental fee of \$350 per day. Traci said she is unsure, the cost to the drivers will only be \$20 to enter the race, so any money earned will be based on spectators showing up. Summer asked about if there will be prerace car inspections – Traci said yes. Motion made by Trustee, Summer to approve CBCFA use of the grandstands for car races; seconded by Trustee, Maloney. **Motion carried 7-0.** Traci then asked about the cost of the rental fee and if it can be waived as it is a gamble of how many spectators and if they will make money. After discussion, motion made by Trustee, Weis to waive the rental fees and CBCFA will make a donation to Village; seconded by Trustee, Maloney. **Motion carried 7-0.**

Next, Traci asked if a CBCFA could put a permanent sign, advertising the dates of the fair, on the north side of the village, on or next to the Welcome to Webster sign. Traci will work with Heyer and Chamber President, Mary Smoliak. (Bill stepped down as Chamber President and Mary is the new President.)

Larsen Family Public Library Director, Sherill Summer is asking for use of the Community Center, again this year, for the Summer Reading Program. The program will be held on Fridays, June 9<sup>th</sup> – July 14<sup>th</sup>

1230pm -2:30pm. (with ½ hours on each side for set-up and clean-up.) The hourly rate is \$45. Motion made by Trustee, Maloney to approve the Summer Reading Program to held at the Community on Fridays, June 9<sup>th</sup> – July 14<sup>th</sup> with the rate of \$90 each Friday; seconded by Trustee, Dedman. **Motion carried 7-0.**

Next, the floor was given to Russ Burford. Russ said he had questions from the last Development and Annexation meeting about extending Main St and Smith Pines. He understands the tax base would increase by extending Smith Pines. Weis said that is part of it but to also grow the Village and bring more people in. Russ then asked the benefit of extending Main St. Summer said to get to White Pine Av/Smith Pines. Also, for additional housing, increase traffic on Main St and loop the water. Weis said it may be cheaper to extend water and sewer from the end of Main St to tie into Smith Pines vs coming off Hickory St. Russ brought up the cost, provided by MSA. Weis provided clarification on the cost and that is why it would be done in phases. Russ asked if it would be funded by a TID. Weis said don't know yet but more than likely from Federal money. Russ then questioned the 2022-2027 Capital Improvement Plan. The plan shows projected costs for both extensions, including water and sewer. It shows a huge difference (a lot less money) in projected cost vs what was discussed at the recent Development and Annexation meeting. Dave Rasmussen explained that the figures were 'place-holders' to submit with the CDBG Block Grant. The Capital Improvement Plan was used to increase the score when applying for the Grant to replace old water mains (these mains have nothing to do with Smith Pines nor Main St W extension. These were old asbestos mains in a couple areas in the Village.) Weis explained that he is not comparing apples to apples; the most recent discussions involve a lot more work that would need to be done. Russ also questioned the priority level on items listed on the Capital Improvement Plan. Maloney said the Village is not bond to that plan, Russ said he understands that. Dave further explained the CDBG Block Grant application, scoring points, etc. to replace old water mains and did not include extending water main on Main St.

Lastly, Mary Smoliak and Nancy Meindel took the floor for follow up discussion regarding Oktoberfest that will held on August 19 from 1pm-5pm. They will be using the fair building and beer garden. Maloney informed them that their request to install a new door, on the fair building, will not happen. The Temporary Retailer License application (aka Picnic License) can be obtained from the Village office and approved at the June or July board meeting. The Tap will be selling the alcohol. Roberts explained that The Tap will not have to obtain operator (aka bartenders) licenses but do need the Temporary Retailer's License. The Chuckwagon Diner will be selling food from the food truck and they will need to get a seller's permit- cost is \$10. The High School will not need a permit to sell pretzels. The Village insurance will cover the event. Mary and Nancy will contact Chief, Wedin about police coverage.

**V. APPROVAL OF MINUTES:** Motion was made by Trustee, Weis to approve the March 8, 2023 Regular Board Meeting Minutes; seconded by Trustee, Sears. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the March 22, 2023 Development and Annexation Committee Meeting Minutes; seconded by Trustee, Summer. **Motion carried 7-0.**

**VI. APPROVAL OF VOUCHERS & RECEIPTS: March 7, 2023 – April 10, 2023** vouchers in the amount of: **\$104,534.07** as follows:

- a. General Fund - \$55,837.15
- b. Water Fund - \$18,352.76
- c. Sewer Fund - \$7,719.34

- d. Capital Fund - \$3,454.00
- e. TIF – 150.00
- f. Library Fund - \$19,020.82

Approval of receipts were also presented for: **March 7, 2023 – April 10, 2023** in the amount of **\$54,236.85**. Motion was made by Trustee, Dedman; seconded by Trustee, Summer to approve vouchers in the amount of: **\$104,534.07** and receipts in the amount of **\$54,236.85**. **Motion carried 7-0.**

**VII. COMMUNICATIONS:** None.

**VIII. PERSONNEL – Chairman, Ed Dedman:** Clerk, Kuhnly swore in the following newly elected Board Members for their 2-year terms: Village President, Bill Summer and Village Trustees Tim Maloney and Kevin “Charlie” Weis”.

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

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

**XI. PUBLIC PROPERTY – Chairman, Tim Maloney:** Chairman, Maloney asked the board’s opinion on keeping WIFI at the Community Center when the Police Department moved. The board agreed to keep a WIFI connection at the Community Center. Weis suggested checking with Starwire.

**XII. STREETS – Chairman, Kelsey Gustafson:** Chairman, Gustafson informed the board that the cost will not increase for mowing the ditches and sewer ponds this year. Weis asked Heyer to check if it can be a two-years term. Maloney said proposal can be approved at next month’s meeting.

**XIII. JUDICIAL – Chairman, Jeff Roberts:** Police Department schedule was provided at last month’s meeting. In Chief, Wedin absence, Officer Anton read the total monthly calls for service – total of calls was 75. The board praised the police department for the increase in traffic stops. Maloney asked that the radar signs be brought back out. Heyer reported that they were recently charged. Officer Anton will check with Chief, Wedin on an update for use of Square payment processing. He will ask her for an update on Shawn’s Service Station blocking vision to get on the highway.

**XIV. DEVELOPMENT & ANNEXATION – Chairman, Charlie Weis:** Chairman, Weis informed the board that Dollar General is in preliminary stages of a proposed store where Emily’s Luncheon is currently located. He questioned if their number of proposed parking spots is enough based on the building size. He brought up initial issues with Family Dollar’s parking. Weis also shared that he has been approached by many residents in opposition to the Dollar General store coming to the village, including two neighbors of proposed store. Roberts doesn’t think there is a lot the village can do to prevent it. Kuhnly checked and the current building is not listed as a historical building or site. Summer said the sale is contingent on soil sampling, etc. yet the goal is to close the purchase in early May. The board is not in favor but if they follow regulations and ordinances, the board really can’t stop it. Dave Rasmussen said that he has dealt with Dollar Generals in a lot of communities and typically once they decide on a town, they will do there. He shared that when he was Village President in Luck, they initially denied Dollar General’s permit because their proposed driveway was too close to Highway 35. But Dollar General purchased more land and changed the driveway to come off the street. There was nothing else the Village of Luck could do to stop them, and this is very common in all areas Dollar General wants to get into. DOT

will need to be involved with the proposed one in Webster as the driveway would be right off Highway 35.

Dave then talked through the Professional Service Agreement and the Scope of Services for the Main Street and Smith Pines Extension Concept Plan. Discussion took place on potential funding and grants for the extensions. Weis asked about concept plan vs design plan. Design Plan would be done by a developer; not MSA. Maloney asked if some of the information MSA has already gathered, for other village projects, could be used when applying for funding. Dave said yes. The lump sum fee is \$7,350 for the Concept Plan. Motion made by Trustee, Summer to approve the Professional Service Agreement with MSA; seconded by Trustee, Weis. **Motion carried 6-0. (Trustee, Dedman abstained.)**

**XV. CHAMBER OF COMMERCE** – As stated earlier, Mary Smoliak is now Chamber Commerce as Bill Summer stepped down.

**XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE** – **Trustee, Tim Maloney:** Nothing New to Report. Next meeting will be April 26, 2023 at 7 p.m.

**XVII. ANNOUNCEMENTS & FUTURE MEETINGS:**

- **May 10, 2023 \*Reorganizational Meeting and Appoint Planning Commission**
- **May 10, 2023 \*Regular Board Meeting**
- **May 12, 2023 \*Open Book**
- **May 23, 2023 \*Board of Review**

**XVIII. ADJOURNMENT.** Motion was made by Trustee, Summer; seconded by Trustee, Maloney to adjourn the meeting at 7:17 p.m. **Motion carried 7-0.**

The Village Board honored Jeff Roberts for his years of service on the Village Board.

Respectfully submitted,  
*Debra Doriott-Kuhnly*

Clerk-Treasurer

April 12, 2023

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

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Village President, Bill Summer

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Trustee, Ed Dedman

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Trustee, Kelsey Gustafson

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Trustee, Tim Maloney

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Trustee, Aaron Sears

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Trustee, VACANT

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Trustee, Charlie Weis

Attest: \_\_\_\_\_

Clerk-Treasurer