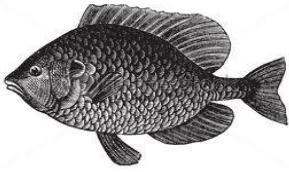


REGULAR MEETING BOARD MINUTES

Wednesday – June 14, 2023

@ Immediately following the 5:45 p.m. Public Hearing
Meeting.

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VILLAGE OF WEBSTER

- I. **CALL TO ORDER** – Village President, Bill Summer called the meeting to order at 6:00 p.m.
- II. **ROLL CALL** – Village President, Bill Summer; and Trustees, Ed Dedman; Kelsey Gustafson; Aaron Sears; Matt Stuart and Tim Maloney. Others: Public Works Director, Jay Heyer; Clerk/Treasurer, Deb Doriott-Kuhnly; Police Chief, Stephenie Wedin; Greg Marsten - Burnett County Sentinel; Russ Burford; Richard Brown; Mark Elliott; Kevin Wilson; Harriet Rice and Sherill Summer. Absent: Trustee, Charlie Weis.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** – Motion made by Trustee, Gustafson to approve the agenda as presented; seconded by Trustee, Stuart. **Motion carried 6-0.**
- IV. **VISITOR RECOGNITION** – President, Summer gave the floor to Richard Brown. Richard said he lives on Bass Av N and is concerned with speeding on this street, vehicles not stopped at stop signs and there are small children on this block. He is asking for increased police presence in the neighborhood. Chief, Wedin asked if there is a particular time that this occurring. Richard said random times. Dedman asked if it is the same vehicles; Richard said yes. Chief, Wedin said the police will patrol the area.

Russ Burford again asked about the Capital Improvement Plan and anticipated lots that were included with the CDBG grant application. President, Summer asked Russ if he read response from Dave Rasmussen, from MSA – Summer then read it, *“Again, the CIP process was simply to identify projects in the Village that the Village would like to undertake. This was completed without any engineering design involved. As far as Russ’ question; I don’t think it really has been determined how many lots will be created in Smith Pines at this time. The purpose of MSA’s current project with the Village is to develop cost estimates and concept planning for the extension of Main Street to the connect with the current street and utilities in Smith Pines. Once this concept planning is completed, we may be able to determine the number of potential lots that may be created in Smith Pines because of this project.”* Dave Rasmussen, Community Development Specialist, MSA Professional Services.

Summer further explained that there have not been any concept papers developed, yet, on expanding Smith Pines nor any definitive number of lots. Kuhnly, again, explained that the capital improvement plan had nothing to do with the current discussions on potentially expanding Smith Pines; it was included in the grant application for replacing water mains; not Smith Pines. Russ said he understands that but why include Smith Pines in the capital improvement plan. Trustees Sears, Maloney and President, Summer further explained that any further potential plans were a placeholder to increase the score. Once the grant was denied, the plan was null. Russ questioned if the plan was based on facts or not; what had validity and what didn’t. Summer said nothing wrongdoing, MSA guided the Village on the grant and explained dollar amounts used for the plan to get points up for the grant. Dedman recapped that the Capital Improvement Plan was a supporting document that was needed in support of the grant application. It simply contained placeholder numbers/amounts and projects to create that document for the grant process---nothing more and nothing less. Dedman also shared that the document is no longer applicable because the Village didn’t get the grant. Gustafson said it was basically a ‘wish

list' of possible projects for the 5-years. Dedman stated that if or before the village moves forward in expanding Smith Pines, there will plans put together and presented to the public before any action is taken. Summer said there will be complete transparency and an open forum, but that time is down the road. Kuhnly told Russ that they (MSA) should have titled that document something different other than capital improvement plan.

Next, Kevin Wilson and Mark Elliott were given the floor. Kevin is President of the Gandy Dancer Pickleball Association. Kevin stated they are now a 501(c)(3) and currently have 102 members. Their goal is to continue to grow the sport in the Burnett County area. Pickleball is the fastest growing sport in the Midwest. They have been holding classes to teach school kids and offer free lessons to anyone with a certified trainer. They will have a tournament during Gandy Dancer Days and would like to partner with the Village. They are looking for financial help from the Village and they will share revenue. He then shared future plans that include fundraising to potentially resurfacing the court courts and or support 3 different court options. 1st option: Expand the current courts from two into four and extend the fencing. The estimated cost is \$80,000. 2nd option: Leave the current court but resurface it and build two new court with an estimated cost of \$125,000. 3rd option: Build four new courts at a cost of \$178,000. For funding, they are looking for an investment from the Village, GDPA membership contributions, donations from the business community, banner sponsorship (attached the fencing at the courts) and grants. Discussion ensued on plans on expanding courts, grant funding and other pickleball courts in the area. Trustee, Maloney asked how many of the members are residents of the Village of Webster. Kevin did not know. He then asked if the Webster School District is interested in providing any funding. Kevin thought so. Maloney clarified that the Village did not cost share with the school when the previous tennis court was located at the old high school. Mark spoke of the benefits to the village and businesses with all the pickleball players coming to the village. Trustee, Maloney spoke of the meagre amount of funds in the village annual budget for Parks & Playgrounds and it will be a challenge to help with funding new courts. Discussion took place on village obtaining a loan and possible grants- Maloney explained that we already have loans out, mill rates/taxes, priorities for spending, etc. Summer explained that the money from COVID relief is already spent. He also spoke of priorities of the Village and not prepared to make a commitment on funding courts. Maloney concurred that it will be challenging to find funding. Summer said the village can look into grant and Mark said they will as well. Dedman summarized that the Village supports the growth of Pickleball in the area and would like things to move forward. The board struggles every year, and is ongoing, is funding what all needs to be done and wants to be done. He suggested to keep the courts in mind and see how the village and GDPA can grow it together. Maloney informed Mark and Kevin that the property, along the Gandy Dancer Trail, has been transferred to the Village from the County. Perhaps the land can be used as collateral.

Harriet Rice provided an update on future Webster Chamber activities, which included Gandy Dancer Days and Augtoberfest. She reminded the board of the Arts Gallery and upcoming family activities. She also said it is time for annual membership renewals and provided an update, of activities, from the last year.

Sherill Summer is requesting Musky Av be closed on 6/16 from 1:00 pm to 2:30 pm for the Library Summer Reading Program "Touch A Truck". Motion made by Trustee, Maloney to approve the street closure request – closing Musky Av between Main St and Cedar St on 6/16 from 1:00 pm to 2:30 pm; seconded by Trustee, Dedman. **Motion carried 6-0.**

- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Maloney to approve the May 10, 2023 Reorganizational Meeting Minutes; seconded by Trustee, Dedman. **Motion carried 6-0.** Motion was made by Trustee, Dedman to approve the May 10, 2023 Regular Board Meeting Minutes; seconded by Trustee, Sears. **Motion carried 6-0.** Motion was made by Trustee, Maloney to approve the May 15, 2023 Personnel Meeting Minutes; seconded by Trustee, Stuart. **Motion carried 6-0.** Motion made by Trustee, Dedman to approve the June 5, 2023 Board of Review Meeting minutes; seconded by Trustee, Stuart. **Motion carried 6-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: May 9, 2023 – June 12, 2023** vouchers in the amount of: **\$105,917.86** as follows:
- a. General Fund - \$77,673.38
 - b. Water Fund - \$7,424.67
 - c. Sewer Fund - \$9,088.66
 - d. Capital Fund - \$2,668.66
 - e. Library Fund - \$9,062.49
- Approval of receipts were also presented for: **May 9, 2023 – June 12, 2023** in the amount of **\$33,884.55.** Motion was made by Trustee, Maloney; seconded by Trustee, Stuart to approve vouchers in the amount of: **\$105,917.86** and receipts in the amount of **\$33,884.55.** **Motion carried 6-0.**
- VII. **COMMUNICATIONS:** Burnett County Newsletter was included in the board member's packet.
- VIII. **PERSONNEL – Chairman, Ed Dedman:** Motion made by Trustee, Dedman to approve hiring Tanner Pardun as Part-time Police Officer; seconded by Trustee, Sears. Officer, Pardun's wage will be \$20.86 an hour. **Motion carried 6-0.** Chief Wedin will conduct the 1st interviews to fill the vacant Full-Time Police Officer position and then the Personnel Committee, and the Chief, will do 2nd interviews.
- Motion made by Trustee, Dedman to approve hiring Betty Teschler as Part-Time Village Clerk; seconded by Trustee, Stuart. She will work 16 hours a week with wage of \$16 an hour. **Motion carried 6-0.**
- Hiring a replacement for the open Part-Time Public Works Employee position was discussed. Dedman and Heyer will review the job description and post the position soon.
- X. **PUBLIC UTILITY – Chairman, Aaron Sears:** Nothing New to Report.
- IX. **FINANCE – Chairman, TBD:** Nothing New to Report.
- XI. **PUBLIC PROPERTY – Chairman, Tim Maloney:** Motion made by Trustee, Maloney to table to discussion on C Weis land purchase until the July meeting; seconded by Trustee, Stuart. **Motion carried 6-0.**
- XII. **STREETS – Chairman, Kelsey Gustafson:** There was an error in which an agenda item was carried over from last month's agenda. Nothing New to Report.
- XIII. **JUDICIAL – Chairman, Bill Summer:** June Police Department schedule was provided. Chief, Wedin read the total monthly calls for service – total of calls was 134.

Kuhnly stated the Village currently only charges a \$10 fee for Direct Seller's Permits. She proposed increasing the fees and shared that Village of Siren charges \$25/day and Village of Grantsburg charges \$300.00 for annual/seasonal food truck or \$25/day. Motion made by Trustee, Dedman to increase the Direct Seller's Permit Fees to \$25/day and \$300 for annual, effective with new applications July 1, 2023, for portable non-fixed locations (Central Burnett County Fair Association, Orange 4H, Lions, Methodist Church will not be required to obtain a Direct Seller's Permit); seconded by Trustee, Gustafson. **Motion carried 6-0.**

Motion made by Trustee, Sears to approve the Street Use Application for the Webster Fire Department to close Musky Av N from Main St W to Elm St W, 10:00 am to Midnight on Saturday, August 19th for their fund-raising activity; seconded by Trustee, Stuart. **Motion carried 6-0.**

Motion made by Trustee, Maloney to approve Resolution #2023-01: Compliance Maintenance Annual Report (CMAR); seconded by Trustee, Gustafson. **Motion carried 6-0.**

Summer read all license applications for Retail Alcohol Beverages.

- Motion made by Trustee, Dedman to approve the Renewal Retail Alcohol Beverage Licenses and Temporary Class "B" Fermented Malt Beverage Licenses; seconded by Trustee, Stuart. **Motion carried 6-0.**
- Motion made by Trustee, Maloney to approve the Cigarette & Tobacco Licenses; seconded by Trustee, Stuart. **Motion carried 6-0.**
- Motion made by Trustee, Gustafson to approve the Pool Table Licenses; seconded by Trustee, Dedman. **Motion carried 6-0.**
- Motion made by Trustee, Dedman to approve the Mobile Home Park License; seconded by Trustee, Stuart. Stuart suggested raising the fee. This will be discussed in the next Judicial Meeting. **Motion carried 5-1.**
- Motion made by Trustee, Maloney to approve the Operator's Licenses; seconded by Trustee, Dedman. **Motion carried 6-0.**

XIV. DEVELOPMENT & ANNEXATION – Chairman, Charlie Weis: Nothing New to Report.

XV. CHAMBER OF COMMERCE – Harriet Rice provided an update on Gandy Dancer Days earlier in the meeting.

XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Nothing New to Report. Next meeting is scheduled for 7:00 pm on July 26th.

XVII. BURNETT COUNTY TOURISM COALITION - Trustee, Dedman has been working since late last year to try to coordinate with all Burnett County Municipalities to help initiate an implementation of a Short Term Rental Tax. Burnett County is recognized and qualifies as a tourism zone. Accordingly, that zone needs to create a room tax commission. This which would help manage for each municipality, who wants to implement a room tax on short term rentals, to propose and implement a local ordinance. Per WI State Statue, it can only be taxed from a local perspective. Burnett County Tourism Coalition is simply trying to coordinate all the municipalities. A portion of the tax collected is required to go to the tourism entity, Burnett County Tourism Coalition, and in turn will provide services. They have contracted with a company, LocalGov, that will monitor, identify and collect the taxes so the

municipalities don't need to invest any time or staff to collect the monies. The Village President and Clerk have or will be receiving an email providing a draft resolution to join the commission and then the village would create an ordinance. Currently, there are only 2 properties that have been identified as short-term rental properties. Short-term rental is defined as providing short-term lodging to a transient (tourist) for a period less than 30 days.

XVIII. ANNOUNCEMENTS & FUTURE MEETINGS:

- **July 12, 2023 *Public Hearing**
- **July 12, 2023 *Regular Board Meeting**

XIX. ADJOURNMENT. Motion was made by Trustee, Dedman; seconded by Trustee, Stuart to adjourn the meeting at 8:15 p.m. **Motion carried 6-0.**

Respectfully submitted,
Debra Doriott-Kuhnly

Clerk-Treasurer

June 14, 2023

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

Village President, Bill Summer

Trustee, Ed Dedman

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Aaron Sears

Trustee, Matt Stuart

Trustee, Charlie Weis

Attest: _____
Clerk-Treasurer