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**VILLAGE OF WEBSTER**

# REGULAR MEETING BOARD MINUTES

Wednesday – October 11, 2023

@ 6:00 P.M.

7421 Main Street West, Webster, WI

- 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; Trustees, Ed Dedman; Kelsey Gustafson; Aaron Sears; Matt Stuart; Tim Maloney and Charlie Weis. Others: Director of Public Works, Jay Heyer; Clerk/Treasurer, Deb Doriott-Kuhnly; Police Chief, Stephenie Wedin; Greg Marsten - Burnett County Sentinel; Russ Burford; Sabrina Naglosky; Laura Wagner; Nicole Rossow; Peggy Tolbert; Kenneth Erickson; Maria Erickson; Mary Smoliak; Nancy Meindel; and Douglas Crane. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** – Trustee, Dedman would like to add an informational only update on F.T. Police Officer under Personnel. Motion made by Trustee, Dedman to approve the agenda as presented, with noted addition; seconded by Trustee, Sears. **Motion carried 7-0.**
- IV. **VISITOR RECOGNITION** – President, Summer gave the floor to Doug Crane. Doug presented a Certified Survey Map (CSM) for merging lots 3 & 4 into 1 lot for Webster Ace Hardware. Motion made by Trustee, Gustafson to approve the CSM; seconded by Trustee, Sears. **Motion carried 7-0.**

Peggy Tolbert, representing the Humane Society of Burnett County (HSBC), is asking for each municipality in Burnett County to consider budgeting a minimum amount of \$500.00 for animal control services. She explained the increased use, shots, treatments, etc. that are required by the State and Agencies. The income isn't keeping up with additional expenses. This will be considered during the budget meeting.

Laura Wagner, with ADRC, stated they are looking for a new centralized location with a large enough commercial kitchen for the Meals on Wheels program. Burnett County is looking at the potential of building a new building with a kitchen and congregate meal area. This would be partially county funded and partially ADRC funded (through State and Federal funding and fund-raising efforts). They are reaching out to the village for potential land that may be available and a potential partnership. The building would be approximately 40X60 and would need ample parking so they would like an acre or two. Laura confirmed looking at timeline of Spring 2024. Members of the board suggested additional funding options. Weis suggested a Public Property committee meeting be scheduled once ADRC gets the building draft plans and costs/funding.

Nancy Meindel and Mary Smoliak reported that Augtoberfest for 2024 will take place on August 24<sup>th</sup>. They are asking for use of the property between the ball field and Webster Senior Center. They will be using a tent in 2024 vs. the fairgrounds building. Maloney reminded them to get the rental agreement and waiver forms from Kuhnly and turn in the required deposit.

Laurie Rock was not in attendance.

Russ Burford spoke of how long it took to sell the lots in Smith Pines and questions the need for additional housing there. He stated that he saw that lot 8 is past the time limit of building, per the covenants, and lot 7 will be soon ---there is no building going on. Summer said there is a need for housing, but money is also needed to build. Maloney explained that either the board buys the land back, at 90%, or gives extension to build. Russ brought up prior discussions on lake property owners wanting to move into town and the need - he stated he doesn't see the push for housing in Smith Pines. Gustafson said there are no more lots for folks to buy. Maloney further explained that one owner is building on one lot and there is no reason to believe he won't be building on the others that he purchased (when he completes the one, he is currently working on now.) The owner has followed through with all he has said he will do.

Russ then brought up sign zoning. He would encourage the board to not change the zoning law regarding signs- specifically item T (in ordinance 298-54).

V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Weis to approve the July 10, 2023 Personnel Committee Meeting Minutes; seconded by Trustee, Dedman. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the September 13, 2023 Public Hearing Meeting Minutes; seconded by Trustee, Stuart with the correction of Dedman not making motion AND seconding. **Motion carried 7-0.** Motion was made by Trustee, Gustafson to approve the September 13, 2023 Regular Board Meeting Minutes; seconded by Trustee, Dedman. **Motion carried 7-0.** Motion was made by Trustee, Dedman to approve the September 18, 2023 Personnel Committee Meeting Minutes; seconded by Trustee, Stuart. **Motion carried 7-0.** Motion was made by Trustee, Maloney to approve the September 26, 2023 Personnel Committee Meeting Minutes; seconded by Trustee, Weis. **Motion carried 7-0.**

VI. **APPROVAL OF VOUCHERS & RECEIPTS: September 11, 2023 – October 9, 2023** vouchers in the amount of: **\$72,078.38** as follows:

- a. General Fund - \$48,627.73
- b. Water Fund - \$9,567.27
- c. Sewer Fund - \$6,445.26
- d. Capital Fund - \$75.00
- e. Library Fund - \$7,363.12

Approval of receipts were also presented for: **September 11, 2023 – October 9, 2023** in the amount of **\$40,395.41.** Motion was made by Trustee, Dedman seconded by Trustee, Sears to approve vouchers and receipts. **Motion carried 7-0.**

VII. **COMMUNICATIONS:** None.

VIII. **JUDICIAL – Chairman, Bill Summer:** Police Department schedules for November and December were provided. Chief Wedin read the total monthly calls for service – total of calls was 29.

Summer acknowledged that the Village granted a variance and land use permit #2023-02 to Howard/Erickson for a sign, where it did not have the authority to do so. Summer stressed that the Village Board did not do this intentionally - they were unaware that variances are to go before a Village Zoning Board of Appeals (ZBA), not the Village Board. The Village did not have a ZBA in place at the time. Summer has asked and received confirmation from 5 residents to be members of the ZBA. There is still a need for 2 alternates – which he is waiting for responses. Dedman stated that as Summer pointed

out and confirmed by legal counsel, the board did not have legal power to grant the variance and permit. Any action the board takes at this meeting would simply be to revoke the action that the board did not have the authority to take. Howard/Erickson can reapply and then bring before the ZBA for review. This is not a dead issue but just undoing what the village board did. Weis asked about grandfathering this sign in; just as other variances approved by the village board. Summer explained that the Village has sought legal counsel on what to do to correct this. Kuhnly explained that variances go through ZBA and CUP go through the Planning Commission or Village Board. Weis stated that going forward that will be the way things will be done but at this point; what is done is done and should be grandfathered in. Russ interjected that it was not the process that he challenged, it was the ordinance (298-54: *Signs in Business & Industrial Districts*). Summer said Ken Erickson told him the State (DOT) had issued a permit allowing him to erect the sign – asked Ken for a copy of that permit. Russ said the wrong variance was granted. It was for the size of the sign yet; the requirement is a use variance which is not permitted based on village ordinance. Summer said the village board needs to go back to square one on this. Dedman reiterated that legal counsel recommended that the village board revoke the variance and permit. And Howard/Erickson can reapply to the ZBA. Discussion ensued on Ken Erickson’s legal counsel, village counsel and how to move forward. Motion made by Trustee, Maloney to table any further discussion or action until the village can again confer with legal counsel; seconded by Trustee, Stuart. **Motion carried 7-0.**

The meeting went into recess at 7:18 p.m. and reconvened at 7:23 p.m.

Summer would like to appoint the following five residents to the Zoning Board of Appeals. He is still waiting for 2 alternates. Jeff Roberts – Chair, Greg Widiker, Joe Conner, Sue Weis and Sherill Summer. Motion made by Trustee, Dedman to table the appointments until the 2 alternates are confirmed; seconded by Trustee, Stuart. **Motion carried 7-0.**

- X. **PERSONNEL – Chairman, Ed Dedman:** Dedman provided an update Gavyn Anton. The Personnel Committee met on 9/26 to discuss Gavyn buying out his 4-year contract. Chief, Wedin stated Gavyn took a position with the Burnett County Sheriff’s after working for the village for a little over a year. The committee discussed the amount it would cost Gavyn for his buy-out. Dedman stated the village is not trying to penalize Gavyn, just trying to recoup the investment in his pay during training, equipment costs, etc. per the agreement he made with the village.

Motion made by Trustee, Dedman to approve hiring Dylan Lippert as Full-Time Public Works Operator with start date of 11/6 (Dylan would replace Phernetton as Phernetton would take Heyer’s position upon Heyer’s retirement); seconded by Trustee, Stuart. **Motion carried 7-0.**

- IX. **PUBLIC UTILITY – Chairman, Aaron Sears:** Heyer explained that he and Mark Krause reviewed the updated easements and the changes the village requested were made. Motion made by Trustee, Dedman to approve Utility, Sanitary Sewer & Water Main Easements, Partial Release of Public Alley & Sewer Utility Easements between Dollar General and the Village of Webster, contingent upon legal review; seconded by Trustee, Stuart. **Motion carried 7-0.**

- XI. **FINANCE – Chairman, Matt Stuart:** Motion made by Trustee, Sears; seconded by Trustee, Gustafson to approve a full-page color ad in the 2024 Burnett County Visitor Guide. The total cost will be split with Webster Chamber of Commerce. **Motion carried 7-0.**

Motion made by Trustee, Maloney; seconded by Trustee, Gustafson to table deciding on donation to HSBC until the budget meeting. **Motion carried 7-0.**

- XII. PUBLIC PROPERTY – Chairman, Tim Maloney:** Motion made by Trustee, Stuart; seconded by Trustee, Dedman to table a decision on Acoustic Panels, for the new office, until other options are explored. **Motion carried 7-0.**

Motion made by Trustee, Sears; seconded by Trustee, Weis to hold the 2024 4<sup>th</sup> of July Fireworks display on Saturday, July 6<sup>th</sup>.

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

- XIV. DEVELOPMENT & ANNEXATION – Chairman, Charlie Weis:** Weis reported that he has not heard back Mr. Rob Machel regarding the future of the Mobile Home Park. Weis has contacted the Village Attorney on how to proceed. Weis is also waiting to hear back from Teresa Anderson/MSA regarding Smith Pines.

- XV. CHAMBER OF COMMERCE –** Covered earlier in the meeting.

- XVI. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney:** Maloney reported the annual budget meeting was held on October 4<sup>th</sup> and they will have a 3.8% increase.

- XVII. BURNETT COUNTY TOURISM COALITION - Trustee, Dedman:** Dedman reported that planning has started for next May's Governor Fishing Opener in Burnett County.

**XVIII. ANNOUNCEMENTS & FUTURE MEETINGS:**

- **TBD \*Judicial Committee Meeting**
- **October 23, 2023 \*Finance Committee Meeting**
- **November 2, 2023 \*Budget Workshop Meeting**
- **November 8, 2023 \*Regular Board Meeting**
- **November 27, 2023 \*Budget Public Hearing**

- XIX. ADJOURNMENT.** Motion was made by President, Summer; seconded by Trustee, Gustafson to adjourn the meeting at 8:12 p.m. **Motion carried 7-0.**

Respectfully submitted,  
*Debra Doriott-Kuhnly*

Clerk-Treasurer

October 11, 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, Matt Stuart

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Trustee, Charlie Weis

Attest: \_\_\_\_\_  
Clerk-Treasurer