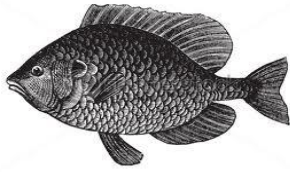


# REGULAR MEETING BOARD MINUTES

Wednesday – December 10, 2025 @ 6:00 P.M.

Webster Community Center  
7421 Main Street West, Webster, WI



**VILLAGE OF WEBSTER**

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**CALL TO ORDER** - Village President Ed Dedman called the meeting to order at 6:03 PM.

**PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited by all in attendance.

**ROLL CALL** - Village President, Ed Dedman; Trustees, Kelsey Gustafson; Jeff Roberts; Tim Maloney; Bill Summer; and Sue Weis. Others present: Clerk-Treasurer, Debra Doriott-Kuhnly; Police Chief, Stephenie Wedin. Greg Marsten - Burnett County Sentinel, Chad Wek – Webster Area Chamber of Commerce, and Teresa Anderson – MSA. Absent: Trustee Matt Stuart

**PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** - Motion by Trustee Maloney, seconded by Trustee Weis, to approve the agenda as presented. **Motion carried unanimously.**

**PUBLIC INPUT/VISITOR RECOGNITION BY VILLAGE PRESIDENT, ED DEDMAN** - Teresa Anderson will wait until the agenda items pertaining to MSA to speak.

## OUTSIDE COMMITTEE REPORTS

*Burnett County Supervisor - Charlie Weis:* No report as Supervisor Weis was not present.

*Chamber of Commerce – Chamber Member:* Chad Wek from the Chamber of Commerce provided a brief update. He reported that it's a slow time of year at the Chamber. Their next meeting is scheduled for the following Tuesday at 11:30 AM at Northwest Passage. He mentioned they are planning a spring social for Chamber members, likely in March or April, and would provide more details at the next board meeting.

*Webster Rural Fire Association – Trustee, Tim Maloney:* Trustee Maloney announced that the next Fire Association meeting would be held on January 21, 2026, at 7:00 PM at the fire hall.

**PRESENTATION OF MINUTES** - Motion made by Trustee Summer; seconded by Trustee Roberts to approve the November 3, 2025 Joint Utilities & Street Committee Meeting Minutes, November 12, 2025 Regular Board Meeting Minutes, November 12, 2025 Full Board Personnel Meeting Minutes, November 19, 2025 Development & Annexation Meeting Minutes, November 20, 2025 Public Hearing 2026 Budget Meeting Minutes, December 1, 2025 Public Property Committee Meeting Minutes. Trustee Maloney noted that the Joint Streets Utilities minutes from November 3rd mentioned possible street improvement grant projects for Elm Street. He asked for clarification about the location of Elm Street. President Dedman explained it was behind where the old lumber yard used to be, between Sturgeon and where it curves into Pike. He confirmed that he had submitted a grant application for that area as it is in terrible shape. **Motion carried unanimously.**

**APPROVAL OF VOUCHERS & RECEIPTS** - The board reviewed vouchers and receipts for the period of November 10, 2025, through December 8, 2025. There was a brief discussion about a receipt from the library for \$5,000, which was confirmed to be from the Hundred Women. Trustee Weis also confirmed that the Fair Board money from September had been designated for the solar project. Motion to approve the vouchers in the amount of \$197,098.18 and receipts in the amount of \$201,783.36 made by Trustee Summer, seconded by Trustee Roberts. **Motion carried unanimously.**

COMMUNICATIONS – None.

## REPORTS & ACTION ITEMS

*JUDICIARY/REGULATORY COMMITTEE – SUE WEIS, CHAIRPERSON:* Police Department Schedule Presented. Chief Wedin reported that for the month, there were 19 incidents reported

The contract for Joe Atwood to continue as Zoning Administrator was included in the meeting packet. Doriott-Kuhnly noted it was the same contract as before, and that Mr. Atwood could not attend the meeting because he had another commitment. Motion to approve the Zoning Administrator contract for Joe Atwood made by Trustee Weis, seconded by Trustee Summer. **Motion carried unanimously.**

The board discussed designating the Burnett County Sentinel as the official newspaper for the Village. President Dedman thanked Greg Marsten from the Sentinel for his coverage of Webster over the past year, noting his appreciation for the newspaper's focus on village matters. Motion to designate the Burnett County Sentinel as the official newspaper made by Trustee Maloney, seconded by Trustee Roberts. **Motion carried unanimously.**

President Dedman reported that he had spoken with Kevin Flodin (the license holder for The Tap) who acknowledged that he would lose the license. The board discussed the status of the license, noting they had previously agreed to give him until the end of the month, but could act on it tonight since no action had been taken to use the license. Motion to withdraw The Tap's liquor license at the end of the month made by Trustee Weis, seconded by Trustee Summer. **Motion carried unanimously.** President Dedman mentioned that an interested party had contacted him about the license.

President Dedman noted this was on the agenda as a reminder that the deadline for addressing the sign issue would be December 31st. The board agreed to put this on the January agenda for potential action and to seek legal advice regarding their options under state regulations and village ordinances.

President Dedman reported that he had spoken with Kevin Flodin about the property cleanup issue at his property at 7428 Fir Street West. He told Kevin that it has been a long time and received a lot of letters (from the Village) and that the village was tired of looking at the property and needed action, even if its for Kevin saying he wasn't going to do anything, at which would result in the village cleaning it up and adding the cost to his property tax bill. Kevin mentioned he had considered tearing it down, selling the lot, or fixing it as a rental property, but had not committed any action. President Dedman suggested Kevin should figure out what he was going to do before spring. After discussion about enforcement options, the board decided to pursue formal action. Motion to have Chief Wedin send a letter regarding violations of village ordinances at 7428 Fir Street West, with a citation to follow, if no action is taken, and the Municipal Judge would put in a court order, made by Trustee Roberts, seconded by Trustee Summer. **Motion carried unanimously.** The board noted that the property has multiple ordinance violations including being abandoned for years, poor repair, overgrowth, junk vehicles, and safety concerns.

*PERSONNEL COMMITTEE – JEFF ROBERTS, CHAIRPERSON:* Motion to set the caucus date for January 14, 2026, at 5:45 PM, right before the Regular Board Meeting, made by Trustee Roberts, seconded by Trustee Gustafson. **Motion carried unanimously.** Clerk-Treasurer Doriott-Kuhnly reminded board members that non-candidacy paperwork must be turned in by 5:00 PM on December 23, 2025.

The board reviewed the list of election inspectors for the 2026-2027 term, noting it was the same group as before. It was also clarified that Trustees would be able to work most elections except when they are on the ballot. Motion to approve the 2026-2027 election inspectors made by Trustee Maloney, seconded by Trustee Roberts. **Motion carried unanimously.**

*PUBLIC UTILITY COMMITTEE – BILL SUMMER, CHAIRPERSON:* Trustee Summer discussed options for the placement of a light pole at the intersection of Main Street and Lakeland Avenue (Highway 35). After discussion about various locations and the challenges with each, the board decided to place a single LED

light pole on library property, which is village-owned land, to avoid issues with private property owners. Motion to place a new light on the southwest corner of Main and Lakeland Avenue (Highway 35) on library property and to notify the DOT of this plan made by Trustee Summer, seconded by Trustee Maloney. **Motion carried unanimously.** Trustee Gustafson notify the DOT, and follow up with Bill Cooper from Northwestern Electric, who was involved in earlier discussions about the light poles.

*FINANCE COMMITTEE – MATT STUART, CHAIRPERSON:* With Trustee Stuart absent, Village President Dedman led the discussion on employee Christmas bonuses. Clerk-Treasurer Doriott-Kuhnly noted that last year's bonuses were \$150 for full-time employees and \$50 for part-time employees with a minimum of 40 hours worked. Motion to approve Christmas bonuses of \$150 for full-time employees and \$50 for part-time employees with a minimum of 40 hours worked made by Trustee Weis, seconded by Trustee Gustafson. **Motion carried unanimously.** It was clarified that these bonuses are for direct Village employees only, not library employees who have their own bonus structure.

Clerk-Treasurer Doriott-Kuhnly presented information about HeyGov Clerk Minutes software, which she had used to prepare the six sets of minutes presented earlier in the meeting. She explained the process of using the AI-based software, which involves uploading the agenda and meeting recording, with the software then producing draft minutes. She noted that she still needs to make formatting corrections and changes to names and titles, but the process took her only 40 minutes for all six sets of minutes, compared to the 5-6 hours it would typically take just for the Village Board meeting minutes. The cost would be \$1,188 annually, which is much less than the amount spent on wages for the time it takes to prepare minutes manually. The software would help with accuracy and time management. Motion to approve the purchase of HeyGov Clerk Minutes software for an annual cost of \$1,188 made by Trustee Weis, seconded by Trustee Roberts. **Motion carried unanimously.**

President Dedman discussed the potential need to create a new Tax Increment District (TID 3) that would include the fairgrounds property for potential development and Smith Pines. He noted they never enacted the previously considered TID 3. Teresa Anderson from MSA provided input, explaining that properties in a TID need to be contiguous and that there's a limit on how much of a village's value can be in TIDs. She also mentioned there's currently a limit on newly platted residential areas in TIDs, but legislation is pending that may remove that restriction. The deadline for creating a new TID would be September of the following year. The board agreed to look into redefining TID 3 and asked Teresa Anderson to start working on the preliminary information needed.

*PUBLIC PROPERTY COMMITTEE – TIMOTHY MALONEY, CHAIRPERSON:* Trustee Maloney mentioned that at the Public Property Committee meeting, they had decided to increase the Community Center rates to \$400 for regular all-day rentals (Sunday through Thursday) and \$60 per hour (up from \$45). Motion to approve the new Community Center rates of \$400 for regular all-day rentals (Sunday through Thursday) and \$60 per hour, along with increasing the Ping Pong Players rate from \$250 to \$300 for six hours per week and the Cloggers rate to \$150 per month for weekly use, made by Trustee Maloney, seconded by Trustee Summer. **Motion carried unanimously.**

Trustee Maloney also presented proposed rates for renting village outdoor venues, noting the Public Property Committee had asked him to draft some suggested fees. The proposal included rates for the beer garden, pavilion, ball field, and Steve Little Park. After discussion, the board decided they should split the pavilion and ball field into separate rental options, as someone might want to rent one without the other. They also discussed potentially adding the Sturgeon Park pavilion to the rental options after checking with the Chamber of Commerce about a possible partnership. Motion to table the outdoor venue rental fees until January made by Trustee Maloney, seconded by Trustee Summer. **Motion carried unanimously.** The board also discussed the need for signage at rental locations indicating reservation status and how to rent the facilities.

***STREET COMMITTEE – KELSEY GUSTAFSON, CHAIRPERSON:*** Trustee Gustafson had nothing to report, but President Dedman shared that Webster and Siren had met with Mark Servi that afternoon to formalize an entitlement grant. Each village would receive approximately \$6,300 in reimbursement funds. Village President Dedman mentioned that he and Clerk-Treasurer Doriott-Kuhnly needed to complete the process to receive previously awarded grant money for the Hickory Street work.

***DEVELOPMENT AND ANNEXATION COMMITTEE – ED DEDMAN, CHAIRPERSON:*** Teresa Anderson from MSA reported that they are working on phasing suggestions and cost estimates for the Smith Pines plan. She mentioned they had gotten more in-depth with stormwater management than initially anticipated, exploring whether to split it into two ponds or use the existing wetland area. They are waiting for DNR feedback on using the wetland area. She suggested presenting detailed information at the next Development and Annexation Committee meeting whenever that might be scheduled, likely after the first of the year.

Dedman discussed the need for a detailed housing needs analysis to support development at the fairgrounds. He reported that he had reached out to three firms that provide such analyses, with Maxfield Research being recommended by Cole Newman and having the advantage of knowing the area well. The cost would be approximately \$18,000, but Burnett County officials indicated they could provide at least a third of the funding. President Dedman has also reached out to surrounding townships to see if they would contribute as well, and he's identified some potential grants. The board agreed that a detailed housing analysis was needed to provide information on housing demand, appropriate price points, and the number and types of units needed. President Dedman will continue pursuing funding options and report back.

**ANNOUNCEMENTS AND FUTURE MEETINGS:**

- Tour Cole Newman's housing developments in Pine City and Mora. After discussing various scheduling challenges, they decided to aim for the afternoon of January 5th or 6th, 2026. President Dedman will coordinate with Cole Newman and communicate the chosen date to board members.
- Caucus Meeting: January 14, 2026 @ 5:45 P.M. (set earlier in meeting)
- Regular Board Meeting: January 14, 2026 @ Immediately Following 5:45 P.M. Caucus

**ADJOURN - Motion by Trustee Summer, seconded by Trustee Roberts, to adjourn at 7:28 p.m. Motion carried unanimously.**

Respectfully submitted,  
Debra Doriott-Kuhnly  
Clerk-Treasurer  
December 10, 2025

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

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Village President, Ed Dedman

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Trustee, Kelsey Gustafson

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Trustee, Tim Maloney

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Trustee, Jeff Roberts

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Trustee, Matt Stuart

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Trustee, Bill Summer

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Trustee, Sue Weis

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