**VILLAGE OF ROBERTS**
**VILLAGE BOARD MEETING**
**MAY 9, 2016 - 7:00 PM**

The Village Board Meeting was called to order by 7:00 pm by the President Moeri.

The meeting was properly noticed in the Central St Croix News and posted in three locations in the Village of Roberts.

Members Present: Willard Moeri, Chuck Pizzi, Chad Svacina, Mary Shemon, Don Gerhardt, Katy Kapaun, Rand Waughtal.
Absent:
Visitors: John Bond, Carissa Coleman, Mary Imboden, Tom Hubbard, Aaron McWilliams, Tom Peterson, Brock Geyen, Angi Goodwin

**Meeting Minutes**
Motion to approve Meeting Minutes from March 14, 2016 Village Board minutes by Waughtal, seconded by Kapaun. Motion carried.

Motion to approve the April 20, 2016 Special Village Board minutes by Waughtal with the amendment to include that Gerhardt motioned and Pizzi seconded to ask the District Judge to appoint a temporary judge for the Village of Roberts for 90 days seconded by Pizzi. Also amend to add who was in attendance at meeting by Kapaun seconded by Gerhardt. Motion carried.

**Treasurer's Report**
Motion to approve Treasurer's Report by Pizzi, seconded by Gerhardt. Motion carried.

**Public Concerns**
- Waughtal would like to see a portrait of the current ambassadors displayed in the Village hall somewhere to show pride in the girls. Pizzi and Waughtal will work together to see what needs to be done to get a portrait to be displayed at Village Hall.
- Shemon has asked to signs to be placed at park for leash laws and clean-up. Moeri is willing to put up signs but where do you put them and how do you get the people to follow them?

**Communications**
- None

**Department Reports:**
**Report from Police Department**
- Copy of the stats are in your packets. Right on target from the month before.
- Participating in click-it or ticket thru Wisconsin DOT from May 23 thru June 5.
- On Thursday everything will be ready for GND regarding staffing.
    - Discussed that cars need to be moved by 9:00 am Sunday prior to the parade. Notices will be going to people on the parade route to let them know.
- Both estimates for the Rolling Meadows sign are back. Cost is approximately $7,000 to repair the existing sign. We will be asking for restitution at the next court hearing.

**Report from Director of Public Works**
- 204 Main Street survey is not completed, running into issues with property lines.
- The company we contacted for prices of our signs around the Village has not called with the prices yet.
- Working with the Town of Warren to apply for a grant to look at Twin Lake water levels and what is potentially causing the issues. St. Croix county is also working with the Township and Village to find these grants. Town of Warren is looking to the Village to contribute 50% of the funds needed because the land is within the Township.
- GIS Maintenance Services Contract
    - Contract normally runs January to December. Company forgot to send renewal. They charge only what is used with a max cap. This service will probably be used more this year with the new Clerk.
    - Maximum of $1,500 for this service contract. Motion to approve this contract by Pizzi seconded by Svacina. Motion carried.
- Brush issue especially in the mobile home park. We have spent many hours chipping brush in the mobile home park. Thank you Gabby for volunteering your time to assist in getting the chipping done! Suggestions have been made regarding requiring the residents to bundle the branches so that one person can handle it. Another suggestion would be to sell the compost bags for $1.00/each and require the residents to bundle it up. No changes were made to the process of handling brush.

**Report from Library Director**
- This month's focus is on collaboration between the library and the community. This will allow us to offer activities with the assistance of either a local business or group to provide activities for kids.
- End of the month is summer reading kickoff. Activities are planned to help remind kids before the end of the school year about the summer reading program.
- May 31 to June 4th will be the book sale at the library to help raise money for the parking lot.
- Library is helping with the deserts fundraiser at the dinner on Thursday night at GND. If you would like to donate, let Krissa know.

**Committee Reports and Recommendations**

Park Board - none
Plan Commission – none
CDA Board – none
Finance Committee – none
Public Safety Committee - none
Public Works Committee

- Recommends to purchase the 6.5-foot extended cab box truck from Johnson Ford for $28,600 and retain the current 2006 Ford pickup truck as a third truck. Recommends replacing the 2005 F550 with a Ford F350 truck from Hudson Ford and the equipment package from Monroe Truck in Marshfield for $48,200. The 2005 F550 will be sold. Motion to approve the purchase of two vehicles as recommended by the Public Works Committee by Kapaun seconded by Svacina. Motion carried with approval by Pizzi, Kapaun, Svacina, Moeri, Waughtal, opposed by Gerhardt and Shemon.
- Recommend to accept the bid from Asphalt Associates to take care of the parking lot sealcoating, grout and crack fill the streets and spray patch the access road from the Treatment Plant to Highway 65. Motion to accept by Pizzi and seconded by Gerhardt. Motion carried. Svacina abstained.
- Recommends to accept the contract with Country Side Plumbing and Heating to check and clean during each Fall and Spring inspection. Motion to approve Country Side Plumbing and Heating by Shemon seconded by Kapaun. Motion carried.
- Wells - talked a little this month about annual inspection of wells within the village be done annually instead of every five years. This lead to discussions about customers who are not water users but are sewer users. We currently have this with a resident. They are assessed a minimum fee for sewer usage. No recommendation needed.

Fire Association

- Air Pack Grant thru the State. We have not received but have not heard otherwise. They expire at the end of the year. The cost of the packs are around $120,000. There is still a chance that we will be granted a grant to help with the purchase of the air packs. Either way the packs are expiring and have to be replaced.

**Old Business**

Board of Review training needs to be done by Monday, May 16, 2016.

**New Business**

- Employee Education Requests and Expense Reports
  - Approved the education request Chief McWilliams for WI Narcotics Officer's training conference on August 17 – 19th in Green Bay. Motion to approve by Gerhardt seconded by Pizzi. Motion carried.
- Operator's Licenses
  - Motion to approve the Operator's License for Katie Erickson by Gerhardt seconded by Shemon. Motion carried.
- Payment of Bills
  - Motion to approve the payment of bills by Gerhardt, seconded by Shemon. Motion approved.
- Financial Statement and Supplementary Information Update and discussion of Audit Report Notations
  - Brock Geyen from Clifton Larson Allen was here to discuss his report that was prepared.
  - Discussed the new WRS and pension standard implementation.
  - Went over the Management Letter and the Audit Report Notations information that was provided.
- 2016 Board/Committee Appointments of non-board assignments.
  - Discussed that the Plan Commission, Park Board and Finance Committee are all in need of one citizen member.
- Bob Town Brew House special request for Good Neighbor Days, June 3rd – June 5th.
  - Motion for approval by Gerhardt and seconded by Shemon. Motion carried.
- Roberts Lions Picnic License – June 2nd thru June 5th
  - Motion to approve by Gerhardt and seconded by Waughtal. Motion carried.
- Phantom Fireworks – Fireworks Permit for GND
  - Motion to approve the permit for Gerhardt and seconded by Waughtal. Motion carried.
- Tom Peterson/Roberts Towing – land request
  - Looking to purchase land out by the WW Treatment Plant.
  - Randy would like to see how the DNR looks at the phosphorus issue before we agree to sell anything.
  - Improvements would need to be done to the driveway to make it more like a street.
- Approval of Roberts-Warren Fire Department Officers
  - Motion to approve by Svacina, seconded by Pizzi. Motion carried.
- Adoption of Fair Housing Ordinance by Resolution for CDBG Application
  - Motion to approve the Adoption of Fair Housing Ordinance by Resolution for CDBG Application by Pizzi, seconded by Kapaun. Motion carried.
- Adoption of Resolution Authorizing Adoption of the Citizen's Public Participation Plan for Community Development Block Grant (CDBG) Program
  - Motion to approve the Adoption of Resolution Authorizing Adoption of the Citizen's Public Participation Plan for Community Development Block Grant (CDBG) Program by Kapaun and seconded by Svacina. Motion carried.
- Adoption of Resolution Authorizing CDBG Application submittal
  - Motion to approve the Adoption of Resolution Authorizing CDBG Application submittal by Pizzi and seconded by Waughtal. Motion carried.
- Resolution Adopting Non-Violent Demonstration Policy for CDBG Program
  - Motion to approve Resolution Adopting Non-Violent Demonstration Policy for CDBG Program by Gerhardt and seconded by Shemon. Motion carried.

- Resolution Adopting Anti-Displacement Policy for CDBG Program
    - Motion to approve Resolution Adopting Anti-Displacement Policy for CDBG Program by Pizzi and seconded by Kapaun. Motion carried.
- Interim Village Judge position
    - Motion to approve Peter Tharp as the Interim Village Judge if he wants the position by Gerhardt and seconded by Pizzi. Motion carried.
- Adjourn
    - Motion to adjourn at 8:50 pm by Pizzi, seconded by Shemon. Motion Carried.

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Megan Dull
Village Clerk/Treasurer

Date Adopted