

Village of Roberts
Village Board Meeting Minutes
February 13, 2017 – 7:00 PM

The Village Board Meeting was called to order at 7:00 PM by 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: Rand Waughtal, Don Gerhardt, Mary Shemon, Willard Moeri, Chad Svacina, Katy Kapaun, and Chuck Pizzi

Absent: Aaron McWilliams

Guest: Peter Tharp and Tom Lindfors, Autumn Lindquist, Andi Goodwin, John Bond and Krissa Coleman, Kevin Soltis, Jerry, Marge Wolske

Meeting Minutes

Motion to approve Meeting Minutes from January 9th, 2017 regular board meeting, January 19th Special Village Board Meeting and January 19th Joint Board Meeting with Public Works by Gerhardt, seconded by Pizzi. Motion carried.

Treasurer's Report

Motion to approve Treasurer's Report by Waughtal, seconded by Svacina. Motion carried.

Public Concerns - None

Communications – None

Department Reports:

Police Department – Chief McWilliams

- Department case summary was reviewed.

Director of Public Works – John Bond

- We have had a problem with a sewer line at Village Hall. This happened on a Sunday evening and again on a Tuesday. The line 10 foot outside of the building was filled with roots. We hired a company to come in and clean this out for us. In a month or so, we will use a root killer to try to keep this line open.
- The line between the Waste Water Treatment Plant and the lakes was clogged this last weekend.
- Last year we took down a cottonwood tree on W. Maple Street. There is a second tree that needs to come down. Looking to use JCE which is \$900 cheaper than the next bid. Total cost is \$3,200 which includes grinding the stump.
- A year ago, we applied for a grant for a street project with St Croix County. This is not being done this year. John is recommending that we send a letter to the county to have these funds released. This was for the portion of road by Roberts Towing to the Library. We will send the letter to the county to let this go.
- Moeri questioned when the leaning pole by the elementary school will be removed. Xcel is working with the neighbor to use her land which will be done when the frost lifts.

Library Director – Krissa Coleman

- Finished blind date with a book today. The three winners were called. They won gift certificates to Carbone's, Barn Board and EJ's Pizzeria in Hudson.
- Finished annual report. One of the only libraries that increased circulation. One of 15 libraries out of 53 that increased circulation.
- Partnering with the Senior Center for the community dinner and this will include the entertainer Patsy O'Brian.
- Offering a knitting class in March. March is National Art Month. Will be displaying art work from all the schools and we will be offering art programs.

Committee Reports and Recommendations

Park Board - none

Plan Commission - Katy Kapaun/Willard Moeri

- **Building Inspector Report** – Reviewed Report

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- **Renewal of All-Croix Inspections/Todd Dolan as Building Inspector**
 - o Added a copy fee for request
 - o Added administrative fee that will help fund a computer because all new home construction will need to be done online now. This will allow people to go to his office to submit this if possible.
 - o Working on outstanding building permits now. This should be completed by the end of the month.
 - o Trustee Gerhardt questioned why this was not put up for bid. This is something that we should look at next year to make sure that the cost is in line with other companies.
 - o **Motion** to approve the recommendation from the Plan Commission for approval by Kapaun, seconded by Svacina. Motion carried.
- **Approval of Extra-Territorial Four Lot Certified Survey Map for David Coyer at 80th Ave and 112th St.**
 - o **Motion** to approve the extra territorial for David Coyer by Pizzi, seconded by Gerhardt. Motion carried.
- **Roberts Industrial Zoning – Accessory Building Height Review Discussion and Approval.**
 - o According to Autumn Lindquist the conditional use is already in the ordinance.
 - o They do not need to submit a site plan for this request because it is already part of the ordinance.
 - o Only item that we need to do is set the height limit for this zoning. No harm in having up to 30 feet but 25 feet should be high enough to accommodate the request. This is something that needs to be decided by the Plan Board. During this time, we should also look at all permitted uses. Might want to look at the entire M3 Industrial District.
- o **Summerfield Water Service Follow-Up Discussion and Approval.**
 - o This is the Lulu Lane water main that we have been discussing. In December, this was approved to be a private water main but they wanted Ayres to make sure the private main would not contaminate the whole system.
 - o Came back to Plan Board this month with two recommendations for this water main.
 - First recommendation was to add two valves which would allow full isolation and testing
 - Second option is not adding valves but any repairs that need to be done would be done by the Village with the Developer repaying the cost to the Village.
 - o These were presented to Matt Hieb who is working with Dick Stout.
 - o In discussions with Angi, Matt Hieb asked if we could keep this a public main (just the 12-inch portion), but the developer would be responsible privately for everything from the taps to the main to the manifold out to the last curb stops. If the 12-inch main broke it would be the Village responsibility to repair. If the break is from the main in the Village would still make the repairs but Developer would still pay for it. Angi thinks this would be a good compromise with Dick Stout.
 - o Autumn Lindquist is ok with this scenario. This would eliminate trying to keep this as one development that would be almost impossible to do. We also found out last week that if this was turned private, we would need to have PSC approval.
 - o **Motion** to retain the ownership of the 12-inch main within the development and the developer will maintain the rest by Pizzi, seconded by Gerhardt. Motion carried.
- **CDA Board - None**
- **Finance Committee – None**
- **Public Safety Committee – None**
- **Public Works Committee – Willard Moeri**
 - o Recommendation to have SEH add Clearas Water Recovery to our facility plan for the DNR.
 - o **Motion** to accept the recommendation of the Public Works Committee by Kapaun, seconded by Shemon. Motion carried with Svacina abstaining.
- **Fire Association – None**

Old Business

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New Business

- **Employee Education Requests and Expense Reports**
Motion to approve Megan Dull and Barb Newton for Treasurers Conference on April 26th and 27th by Gerhardt, seconded by Shemon. Motion carried.
- **Operator's Licenses** – None
- **Bob Town Brew house – Approval of St. Patrick's Day Parade on March 18**
Motion to approve the request for St Patrick's Day parade by Pizzi seconded by Gerhardt. Motion carried.
- **Bob Town Brew house – Approval of June 24th Start of Motorcycle Bike Ride**
Motion by Gerhardt to approve the bike day of June 24th seconded by Pizzi. Motion carried.
- **Payment of Bills**
Motion to approve payment of the bills for Gerhardt, seconded by Kapaun. Motion carried.
- **Motion** to convene into closed session per Wisconsin State Statute 19.85(1)g Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding Bernice Peterson Letter and Wisconsin State Statute 19.85(1)c Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss the probationary period for Chris Holmes and Lisa Mann. Motion carried. Roll call: Pizzi – aye, Kapaun – Aye, Svacina – aye, Moeri – aye, Shemon – aye, Gerhardt – aye, Waughtal – aye. Motion carried.
- **Motion** to adjourn from closed session and reconvene into open session by Pizzi, seconded by Gerhardt. Roll call: Pizzi – aye, Kapaun – Aye, Svacina – aye, Moeri – aye, Shemon – aye, Gerhardt – aye, Waughtal – aye. Motion carried.
 - o **Motion** to approve the passage of the probationary period for Chris Holmes in the Public Works Department by Kapaun, seconded by Gerhardt. Motion carried
 - o **Motion** to approve the passage of the probationary period for Lisa Mann as the Police Administrative Assistant by Pizzi, seconded by Kapaun. Motion carried.
- **Bernice Peterson Letter – Driveway Discussion**
 - o This would be temporary access until the road is built from South Meadow Lane
 - o They have to replace the curbing on Division Street
 - o They need to have a hard surface just like any other new home.
 - o If the road were to come thru, this driveway would be taken out to adapt to that road if necessary.
 - o There are not services at this time provided which means they will have to be obtained by the property owner.
 - o Need to discuss this with the building inspector to make sure that this is followed.
 - o Has to be within the 60 feet of that right away for the proposed road – North side of the plotted proposed road.**Motion** to approve the driveway as temporary access with replacing the curbing on Division Street (once road is put in) within the North half of the 60 foot right of way by Gerhardt, seconded by Shemon. Motion carried.
- **Motion** to convene into closed session per Wisconsin State Statute: 19.85(1) e Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require closed session to discuss and review legal counsel. Roll call: Pizzi – aye, Kapaun – Aye, Svacina – aye, Moeri – aye, Shemon – aye, Gerhardt – aye, Waughtal – aye. Motion carried.

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- **Motion** to adjourn from closed session and reconvene into open session by Shemon, seconded by Gerhardt. Roll call: Pizzi – aye, Kapaun – Aye, Svacina – aye, Moeri – aye, Shemon – aye, Gerhardt – aye, Waughtal – aye. Motion carried.
 - o **Motion** that we schedule interviews with Williamson & Siler, Eckberg Lammers, Bakke Norman and Lindquist and Nelson to see who we will use for legal services going forward by Kapaun, seconded by Pizzi. Motion carried. Meeting for Monday, March 6th at 6:00pm.
- **Other Business** – None
- **Motion** to adjourn at 8:45 PM by Shemon, seconded by Pizzi. Motion carried.

Megan Dull
Village Clerk