

Village of Roberts
Village Board Meeting
March 14, 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, and Lorraine Siegert.

Absent Marge Wolske

Visitors: John Bond, Autumn Lindquist, Peter Tharp, Rand Waughtal, Carissa Coleman, Michele DeLong, Tom Hubbard, Aaron McWilliams, Katy Kapaun, Ray Stoner, Tom Lindfors

Meeting Minutes

Motion to approve Meeting Minutes from February 8, 2016 Village Board by Gerhardt, seconded by Shemon. Motion carried.

Treasurer's Report

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

Public Concerns

- Peter Tharp asked about his recommendation in regards to Barb Newton. He had not heard back and wanted to bring it up again.
- Mary Shemon asked the Village about the Hancock property and if there were any complaints on the excess amount of items in the driveway and yard.

Communications

- Willard recognized Doreen Kruschke for her years of service plaque. Thank you Doreen for your service.

Department Reports

Police Department

- Monthly report was approved
- New officer Derek Dravis will start in two weeks.
- \$1,500 grant was applied for from North West Health Coalition.
- David Pohlman has completed his probationary period.
- Cory Evens is on leave until March 23rd.
- Cops grant will open up at the end of March. More information to follow.
- Enrolled in Lexipol (company that manages the policies and procedures of the department) and the annual cost was cut by \$1,200. Spectrum Insurance credited us with \$1,000 renewable credit.
- Residents in Rolling Meadows approach police about some stop sign enforcement. They are also looking for children at play signs for Dakota and Briarwood.
 - o Discussed adding the portable trailer to the neighborhood.
 - o The signs are approximately \$50 to \$75 each.
 - o Minimum of 4 to 5 signs put both ways on the streets.
 - o Signs will need to be dated and replaced usually in 10 years.
 - o Portable at play signs are more around \$500 to \$600 for those signs.
 - o John will follow-up on prices and also discuss at the Public Works Meeting.

Director of Public Works

- If there is a disaster in town the WWTP is emergency command center. There have been discussions regarding weekend and middle of the night access by the Police Department. Board discussed installing a Knox box at the WWTP. Cost would be under \$300.00. Motioned to purchase and install new box by Svacina and approved by Pizzi. Motion carried.
 - o John and Glen will work together to make sure the key is current.
- All leaks have been repaired that were detected. All leaks were found within inches of where they said they were. Two of the leaks (round about and treatment plant) were in the 12-inch pipe. Gaskets have also failed on other 12 inch pipes. Would recommend having this done every couple of years to look for leaks that may not be detected. Manufacturer does not seem to have an issue. They are pointing to the contractor but that cannot be confirmed.
- Streets have been swept for the first time to remove the sand.

- 204 Main Street update - met with Jeff from J Haas Excavating last week. He is planning on starting this next week and will take approximately a week. Once the building is down, the lot will be left as black fill until it is sold. Lumber will be removed by J Haas Excavating. If someone is interested, they need to contact Jeff Haas. Board agreed.
- New flags for Main Street. We will purchase all 18 that are for sale. Brackets might need to be adjusted.

Library Director – Krissa Coleman

- New program for seniors. Coffee and cookies every Friday. Strong group continues to show up for two hours. This leads into a game also.
- Once a month they will also have BINGO for the seniors.
- Brittany continues to go to Discovery Preschool twice a month.
- Upgraded public computers at the Library. Taxes have brought in a lot of people
- Color printer fax, copier, machine. \$.25 per copy.
- Monthly programs continue.
- First public annual report. Circulation is up and numbers are looking good for this coming year.
- March is Youth Art Month. New student art on Facebook every day.
- Tomorrow night Patsy O'Brian will be at the Library at 6:30.

Committee Reports and Recommendations

Park/Urban Forestry Board

1. Concrete work – Park Building
 - a. Cement slab is sliding away from the building and causing the steps to break apart and sliding. Three bids were received. Halverson is the only company within our budget. Question regarding cracking and settling verbiage in Halverson bid. Motioned to approve Halverson's bid by Gerhardt and seconded by Shemon. Motion carried.
2. Sand Volleyball Courts
 - a. Lions Club is interest in the area of mud volleyball to put in sand courts instead. This would be down the road.
 - b. Permanent post would be added.
 - c. Motion by Shemon seconded by Siegert to proceed. Motion carried.

Plan Commission

1. Building Inspector Report
2. SOS Construction Plans
 - a. Looking to add twice the size of the building they currently have.
 - b. Fire department connection can be moved as recommended by Glen.
 - c. Existing building has a sprinkler system and the new addition will also be done.
 - d. 15 employees to start, currently at 42 and potentially at 60 with expansion.
 - e. Motion to approve by Pizzi seconded by Gerhardt. Motion carried.
3. ESR – Paul Tatge - None
4. Kristin Nelson – Rezoning of 100 W Maple – None

CDA Board –

- Reviewed the CDA minutes.
- Seven members strong. Jim Smith has joined the committee.

Finance Committee – None

Public Safety Committee - None

Public Works Committee - None

Fire Association - None

Old Business - None

New Business

- Employee Education Requests and Expense Reports
 - o Motion to approve Cory Evans request for FBI Alert Training held at either the New Richmond or River Falls Schools (TBA) on May 16 – May 17th by Svacina, second by Shemon. Motion carried
 - o Motion to approve David Pohlman's request for FBI Alert Training held at either the New Richmond or River Falls Schools (TBA) on May 16 – May 17th by Svacina, seconded by Gerhardt. Motion carried.
 - o Motion to approve Clert/Treasurer Training for Megan Dull in Appleton on April 19 – April 22nd by Pizzi, seconded by Sheman. Motion carried.

- Operator's Licenses
 - Motion to deny Ryan Britton's Operators License by Pizzi with possibility of reapplying after pending case is resolved seconded by Gerhardt. Motion carried with approval by Pizzi, Svacina, Shemon, Gerhardt, Moeri, opposed by Siegert.
 - Motion to approve Casey Brook's Operators License by Shemon and seconded by Pizzi. Motion carried.
 - Motion to deny Caitlin Brendum's Operators License until pending case is resolved by Pizzi and seconded by Gerhardt. Motion carried with approval by Pizzi, Svacina, Shemon, Gerhardt, Moeri, opposed by Siegert.
- Bobtown Brewhouse – St. Patrick's Day Parade – March 19, 2016 at 3:00 PM
 - Aaron to follow up with them to see about parking lot and fencing.
 - Bobtown has included all area in his license. Only seeking approval for parade.
 - Needs to be enclosed for this purpose.
 - Motion to approve by Gerhardt seconded by Shemon. Motion carried.
- Good Neighbor Days – June 2nd – 5th
 - Lions would like to ask permission to have GND's.
 - Nothing has changed except for the parade time. It has been changed to 11:00 so that the demo derby can start earlier.
 - Churches and business owners are concerned about moving the start time. Majority ruled to move this time.
 - Motion to approve Good Neighbor Days by Shemon, seconded by Gerhardt. Motion carried.
- Liquor License – CAP Operations Class B Beer License – d.b.a Holiday
 - Motion to approve CAP Operations Class B Beer License by Shemon, seconded by Siegert. Motion carried.
- Liquor License – CAP Operation Class "A" Liquor/Beer – d.b.a. Northland Liquor
 - Motion by Gerhardt to approve CAP Operation Class "A" Liquor/Beer – d.b.a. Northland Liquor, seconded by Shemon. Motion carried.
- St. Croix County Cell Tower Lease
 - This will be moved to next month.
 - There are issues on the lease and plans that they are waiting until next month.
- Policy for Non-Law Enforcement Employee Use of Unmarked Police Vehicle
 - Officers operate under different policy than normal employees.
 - Documentation is the same as the employee policy.
 - Attorney Linquist has reviewed and approved this policy.
 - Motion by Svacina to approve, seconded by Pizzi. Motion carried.
- Fee proposal for Public Records Request
 - Developed an issue with request of every department in the community.
 - Problem in the amount of time that it takes to look this information up.
 - Policy covers copies of these documents but not time.
 - Attorney Linquist recommends that request greater than \$50.00 (2 or 2.5 hours) have the information billed.
 - Our current ordinance states we will bill per copy.
 - Time request for these items should have a follow-up time frame on when this could be done. Letters should be sent with estimates of how much time this can take and ask for prepayment of items.
 - Will carry until next meeting to finish discussion.
- Maple Street Tree Removal
 - Discussed the removal of the tree at 213 W Maple Street is in need of attention. It is the Villages tree. Two companies bid to remove this tree but will need a crane to remove.
 - Save a tree is \$5,040 and JCE is \$3,850. They will grind the stump but leave the shavings for the Village to cleanup.
 - Motion to approve the removal of the tree out of the General Fund by Gerhardt, seconded by Shemon. Motion carried.
- Cleanup day – April 23rd thru May 13th
 - Motion to approve Cleanup Days for April 23rd – May 13th with no fee increase by Gerhardt, seconded by Pizzi. Motion carried.
- Payment of Bills
 - Motion to approve payment of bills by Gerhardt, seconded by Pizzi. Motion carried.

Motion to Convene into Closed Session

- 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 regarding part time officer and elimination of position

- Action Regarding Part Time Officer and elimination of Position

By Pizzi seconded by Shemon. Motion carried. Roll Call –
Pizzi-Aye, Svacina-Aye, Moeri-Aye, Shemon-Aye, Gerhardt-Aye, Siegert-Aye. Motion carried.

Motion to adjourn closed session and reconvene into open session by Pizzi, seconded by Shemon. Roll Call –
Pizzi-Aye, Svacina-Aye, Moeri-Aye, Shemon-Aye, Gerhardt-Aye, Siegert-Aye. Motion carried.

Action regarding Part Time Officer and elimination of Position

Motion by Gerhardt to eliminate the Part Time position with the police department seconded by Shemon.
Motion carried.

Motion to adjourn at 9.05pm by Gerhardt, seconded by Pizzi. Motion carried.

Megan Dull
Village Clerk/Treasurer

Date Adopted