

**Village of Roberts
Village Board Meeting
Monday, June 13, 2016 at 7:00 PM**

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: Willard Moeri, Mary Shemon, Chad Svacina, Rand Waughtal, Don Gerhardt, Chuck Pizzi, Katy Kapuan

Absent:

Visitors: Yvonne Wilkens, Joe Granberg, Mary Imboden, Tom Hubbard, Aaron McWilliams, Krissa Coleman, John Bond, Kris Lubich, Peter Tharp, Linda Hall

Meeting Minutes

Motion to approve Meeting Minutes from May 9, 2016 Village Board minutes by Pizzi, seconded by Gerhardt. Motion carried.

Treasurer's Report

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

Kapaun did question why all the impact fees were going into the sewer fund and not split out between the accounts. This will be followed up on for the next meeting.

Public Concerns

- Linda Hall questioned the No Pets allowed signs that were recently posted at the Village Hall building and asked about service animals. The signs will be clarified to include service animals and also a sign added to the Police entrance door.
- Photos of the Roberts Ambassadors was updated by Chuck Pizzi. Kristi Miller will work with the girls to get a photo of the girls together that will be put up in Village Hall.

Communications

- None

Department Reports:

Report from Police Department

- There were 122 calls for service.
- Officer Dravis is now on solo patrol.
- Touch a truck is coming up. We have invited the Sheriff's Department
- Good Neighbor Days only had three citations directly related to GND and 1 arrest.

Report from Public Works

- Our WBA has been completely filed out and will be submitted this week. This allows us to have our discharge permit for the WWTP. There will be some notices for public notices later this work.
- Want to thank the SCC Baseball team for their help with cleaning up prior to GNBs.
- The tower for St. Croix County will start sometime after July 4th.
- Different type of painting scheme for our cross-walks this year. Far more noticeable.
- New truck arrived today so we will be advertising for the truck for sale. We will have the bids ready for next month's meeting. Appears that there are four people interested so far.

Report from Library Director

- No report given but monthly activities were provided in your packet.

Committee Reports and Recommendations

Park Board - none

Plan Commission

- Building Inspectors Report
- Hot-Line Freight – gentleman was here to discuss adding some separate buildings. Was informational meeting only.
- Joe Granberg – Extra-territorial for Anchor Bank/Luke Busker in Section 33.
 - o Had to secure access to 60th Avenue for additional traffic due to DOT not wanting additional traffic other than Luke Busker's business to have access to Ecker Drive.
 - o Signed and notarized agreement has been received today for this access.
 - o Rezone and subdivision of lot 6 and Outlot 2. Outlot 3 will continue to be farmed.
 - o Ecker Lane will be rebuilt and the road to the far West will not be built until Outlot 3 is developed.
 - o Motion to approve the Extra Territorial by Pizzi, seconded by Gerhardt. Motion carried.

CDA Board

- Lot business sign before GND. John and the guys fixed this sign and gave it more stability.
- CDA lost Carol Dull from the Board. She resigned from the board. She was one of the original CDA members. Don Graf will now be Vice Chairperson and Jim Smith will be Secretary. Treasurer was awarded to Megan Dull. Rand Waughtal will remain the CDA Chairperson.
- Summer newsletter will focus on Daily Hill. This newsletter will go out in the next water/sewer bills.
- CDA had a good year. Revenues exceeded expenses by over \$110,000. Debt to the Village went from \$308,000 to \$216,000.
- When CDA debt is paid off from the General Fund, the interest that was being paid will go away. Could be paid in full by end 2017. Looking at two more full years of interest payments.
- Still anticipate over \$500,000 contributed to the capital fund.

Finance Committee - none

Public Safety Committee - none

Public Works Committee

- Kevin Soltis is the new member to this committee.
- Hoist that is currently used and looks to be over 20 years old. Committee agrees that this hoist creates an "unsafe work environment" and need to be replaced. Replacement hoist that can lift 1,400 pounds with 25 year life can cost and could cost around \$9,000 to \$30,000. This will be narrowed down by the next public works meeting so a decision can be made to replace it.
- Looking into winter street methods – discussed the current salt/sand combo (\$28/ton and use 230 years in an average season) compared to salt only (\$50/ton). Have access to salt that is being stored for Hudson. Looking for environmental impact of switching to salt/salt.
- Looking to purchase more water meters soon due to more residential construction and also the old meters wearing out. Current meter is \$195 compared to new meter for \$184. They are not compatible with current software. \$3,500 to upgrade software to work with new meters. Looking to see if this is beneficial to change to this meter change.
- President Moeri updated the committee on the operating losses for 2015 and rates have not been altered for four years. Not prepared to purchase new meters at this time. Will look at current financial decision before making decision. Sewer/water increases are being looked at. This would be a minor increase. If water increases were to happen it is mainly to cover the costs that causes the losses. Will be discussed further at the meeting on Thursday.
- Half of trucks purchased will be available soon.
- Recommendation to adding an additional street light near the handicap area near the Park Building. Quote from Xcel Energy to add an additional light for \$1,936. Recommendation was a two part motion to contract with Xcel to provide additional light and cost would be shared between Park and Street Departments at 50% each. Chuck Pizzi stated that the Park would have the funds to cover 50% of this

expense. Waughtal motioned to recommend that the Village of Roberts add the new light and that the Park and Street share this expense at 50% each, seconded by Gerhardt. Motion carried.

Fire Association – none

Old Business – none

New Business

- **Education Requests**
 - Motion to approve education for both Megan Dull and Barb Newton by Kapaun seconded by Pizzi. Motion carried.
- **Payment of Bills**
 - Motion to approve the bills by Gerhardt, seconded by Waughtal. Motion carried.
- **CMAR Report**
 - Annual report to the State for the WWTP system. Overall the rates are very good but sometimes rates are misleading.
 - Section One was an “A” rating.
 - Section Two – column for February was high. Normally they are single digits but this was directly related to the grease issue with a local business. This has been resolved. This caused a “B” rating.
 - Section Three – also reflects the same issue as Section 2. Numbers were low enough so we still ended with an “A” rating.
 - Phosphorus Section – We were again high in February due to the same issue as stated above which caused a “B” rating.
 - Bio solids Portion – great shape with a “A” rating
 - Staffing Section – doing great there so that was an “A” rating. Both Brian and John are certified and continue to take classes.
 - Financial Section – Question 2.1 our user charges do cover the operation and maintenance so if you answer yes you are not assessed points. If the user charges do not cover depreciation and other items. This can be misleading. In talking to the DNR this is how they want it answered. We end up with an “A” but if we would answer this question with a no – we would not have received an “A”.
 - Sanitary Sewer Collection System - we do not have a CMUM limit in our permit as of yet but because we have it in place we are covered. This ended with an “A” rating.
 - Overall rating is 3.65 out of 4.0 grade average.
 - Recommend a motion to have John submit this report to the State by Shemon, seconded by Svacina. Motion carried.
- **Picnic license application** for the Roberts Lions Club for July 23rd motion by Pizzi seconded by Gerhardt. Motion carried.
- **Northland Surveying of 204 Main Street**
 - there are a couple of issues with the legal descriptions between this lot and Kelly Framing. The legal description calls out the East half of Lot 7 and the net part of Lot 8 except the East 33 feet of Lot 8. If the East 33 feet is pulled in it cuts off part of Kelly Framings Building. Looked to see when the legal description was changed. This should be passed along to the Village Attorney and a discussion needs to be had with Kelly Gallery in regards to having the deed corrected. Kelly Gallery is being shorted land that should be theirs. It is mapped correctly on the County’s GIS System but the legal description is wrong. Two deeds with incorrect legal description. Follow up with Village Attorney to see how to correct this.
 - Once this is straightened out, we will either put the property up for sale or open it up for bids.
- **Discussion of Clerk and Office Assistants flex schedule for the summer**
 - Hours of business will not change.
 - Looking to work 9 hours days, usually 7:00 am to 4:30 pm to add the hour per day
 - Looking to take one afternoon off a week. This day off will be rotated weekly

- o Motion to approve the flex schedule for the summer by Gerhardt, seconded by Shemon. Motion carried.

Other Business

- Introduced Donna (Cernohous) Berger who is running for District Attorney in St. Croix County.
- Approval of three Operators License by Gerhardt, seconded by Waughtal. Motion carried.

Motion to convene into closed session per Wisconsin State Statute 19.85(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: to consider the expense reimbursement for the Municipal Judge and 19.85(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations: to discuss changes in employee time sheets, time clock punches and tracking of time-off hours by Pizzi seconded by Kapaun. Roll Call - Pizzi – Aya, Kapaun – Aya, Svacina – Aya, Moeri – Aya, Shemon – Aya, Gerhardt – Aya, Waughtal – Aya. Motion carried.

Motion to adjourn from closed session by Kapaun, seconded by Shemon. Roll Call - Pizzi – Aya, Kapaun – Aya, Svacina – Aya, Moeri – Aya, Shemon – Aya, Gerhardt – Aya, Waughtal – Aya. Motion carried.

Motion to reimburse Judge Tharp for expenses incurred during the month of May by Kapaun, seconded by Shemon. Motion carried.

Motion to approve the purchase of the new time card system for \$99 and to hand the timesheets out and collect at the meeting by Gerhardt, seconded by Shemon. Motion approved

Motion to adjourn at 8:35 PM by Pizzi seconded by Shemon. Motion carried.