

**Village of Roberts
Village Board Meeting
September 12, 2016 – 7:00 PM**

The Village Board Meeting was called to order at 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, Chad Svacina, Mary Shemon, Don Gerhardt and Katy Kapaun, Rand Waughtal

Absent: Chuck Pizzi

Visitors: Michele DeLong, John Bond, Aaron McWilliams, Autumn Lindquist, Peter Tharp, and Krissa Coleman, Susan Moody, Brent Weiss, David Wilkin, Marge Wolske

Meeting Minutes

Motion to approve August 8, 2016 Village Board Meeting Minutes with the following changes by Waughtal, seconded by Gerhardt. Motion Carried.

- Clarify that the Tower is the St Croix County Emergency Tower that is scheduled to go up on Thursday. It should be a 2 or 3-hour process.
- Change the Public Works Committee update to be from Katy Kapaun.
- Fix the formatting for the Skip Trace discussion.

Treasurer's Report

Motion to approve the Treasurers Report by Kapaun, seconded by Svacina. Motion carried.

Public Concerns

- None

Communications

- Willard discussed receiving scam calls about two to three times per week. This is just general information for the public to be aware of. Please be aware of the many scams that are going around. The IRS will never call you. They will notify you in writing. They are persistent with the calls. Sometimes they pick a number from our area to use to try to help with the scam.
- The Senior Center is having a dinner on October 11. Happy hour begins at 4:30 and dinner starts at 5:30. The food is excellent!
- The Pavilion was a mess this last weekend. Family had to spend two and a half hours cleaning it before a party last week. The kitchen was also a mess. Will follow-up with our cleaner regarding the kitchen cleaning?
- The new hoist is in. The old hoist is sitting outside. What to do with the old hoist will be brought up during the Public Works Update.

Department Reports

Police Department

- Handed out punch detail and stats report for the month of September.
- Julie Rose has resigned her position. Her last day was September 9th. She went back to St Croix County Sheriff's office. Left because of benefits being better at Sheriff's Department. Currently 14 applicants and know of possible two more interested. The posting for the Police Department Administrative Assistant will closing on Wednesday. Will meet with the Negotiations Committee to review.

Director of Public Works

- John showed the WWTP of the Year Award that Rand Waughtal framed for the Village.
- New hoist was installed Thursday; the old hoist will be advertised for sale.
- Repainted the cross walks before school started
- Large bill from DC Braun – two pumps at plant had the upper seals fail. They are almost 10 years old and had to be fix at half the cost of new ones.
- Problems with pressure switch at well #1. This will be fixed this week.
- Mark Friedrich has left the Village. With this opening, John is asking to hire a part-time employee until we find a replacement? We can either use a Temp agency or hire someone ourselves part-time. Temp company is more expensive but they pay all the taxes and liability with this employee. Looking for someone with some mechanical ability so that they are able to mow or help where needed. Board agreed that this position should be advertised in the newspaper.

Library Director

- St Croix County Extension office did a canning program that was well attended.

- Teen movie night went well. We are looking to plan another event still this year.
- Special programming with the school and the afternoon kids club. They come over every Tuesday afternoon. Principal Nusbaum is willing to help with the funding of this because there are about 60 kids attending.
- September 20, - sandwich generation – people who find themselves in the middle of young kids and aging parents program
- Appreciation event for Dora Rohl from 5 to 7 pm on October 6th.

Committee Reports and Recommendations

Park/Urban Forestry Board – Chuck Pizzi - None

Plan Commission – None

- Building inspectors reports was reviewed.

CDA Board – Rand Waughtal

- Most of the meeting was with Brent Weiss in regards to constructing a new building for Asphalt Associates. The building would house their equipment.
- The building will have flip up walls.
- This will go on the North Side of the little shed on his property.
- Angi Goodwin asked if a site plan approval needed to be done and questioned if this needs to be approved by the Plan Commission Board before the board can approve?
- Plan meeting will be called for Thursday, September 15th at 6:00 for approval.
- Motion to table until the Plan Commission Board meets by Kapaun, seconded by Shemon. Motion carried. Svacina abstained.

Finance Committee – None

Public Safety - None

Public Works Committee – Rand Waughtal

- We are currently storing salt for Hudson, and discussed the switch to using only salt. More expensive but the benefits are better snow and ice melt and less cleanup in the spring. City of Hudson will sell us 150 ton for last year's prices. This amount should last us one year. We will still need to have sand but will not be used as thick as in prior years. Motion to approve the purchase of 150 tons of winter salt purchase from Town of Hudson by Gerhardt, seconded by Svacina. Motion carried.
- Annual permit is coming up at the end of September. John has concerns on how we are going to comply with our new phosphorus limits. John discussed having Clearas Water Recovery bring their pilot plant in to see how they would handle our phosphorus limits. This would be a one-week test. Motion to approve to be pilot plant for phosphorus removal by Shemon, seconded by Waughtal. Motion carried with Gerhardt opposing.
- Internet service is a very slow at 2 megabits. It is not sufficient enough to process reports. 20 megabits is a more appropriate number. Currently we are with Baldwin Lightstream and they proposed \$180.00/mo. and no phones. Verizon was at 120.00/mo. and service for three telephone lines from Verizon. Verizon did have a one-time fee of \$644.00. John thinks this would be a year contract that would run from the time of conversion.
 - Discussed future rate increases and if they are significant we could always bid this out again. Three lines are required. One is tied to the alarm for the wells, treatment plant, etc.
 - Motion to approve the switch from Baldwin Lightstream to Verizon at the Waste Water Treatment Plant by Svacina, seconded by Gerhardt. Motion carried.

Fire Association – Chad Svacina

- Did not receive grant for air packs. More information to follow. Currently looking at a cost of approx. 160,000 which will be split with Town of Warren. We will need to start working on a way to fund the new packs. All air packs will need to be replaced into 2017.

Old Business

New Business

Employee Education Requests and Expense Reports

- Request for Judge Tharp for two trainings.
 - 2016-2017 Municipal Judge Law & Humanities Seminar on November 10 & 11th in Madison.
 - 2016-2017 Municipal Judge Traffic Seminar on October 27 & 28th in Oshkosh.
- These two requests will make it the third and fourth request for training since assuming the position.
- Octobers court session will be rescheduled to November 3rd to accommodate the training.
- Motion to approve two education request by Gerhardt seconded by Shemon. Motion carried with Kapaun opposing.
- Operator's License
 - Motion to approve Operator's License for Christian Mattice Leier by Gerhardt, seconded by

Waughtal. Motion carried.

- Approval of Agent Application for CAP Operations – Northland Liquor #76
- Approval of Agent Application for CAP Operation - DBA Holiday #52
 - Motion to approve all applications for Christian Mattice Leier by Gerhardt, seconded by Waughtal. Motion carried.
- Community Development Block Grant Results
 - Did not score high enough to receive this grant. There is nothing that we can change as a community to raise our scores to qualify for this grant.
- Approval of New Library Representative, Jan Manore from Warren Township by Kapaun, seconded by Svacina. Motion carried.
 - Dora has stepped down after 40 years and will be moving from the area. With this happening, Jan will be the new rep.
 - New President is Marge Stone which she was elected last month.
- Sidetrack Saloon Oktoberfest – October 15, 2016
 - Motion to approve by Gerhardt, seconded by Shemon. Motion carried.
- Waste Water Treatment Plant Lease Options
 - Farm lease is up for renewal.
 - No one has asked for this land and the last lease the current renter was the only one that gave a bid.
 - Discussed advertising this parcel of land to be fair.
 - No one has come back since the original bid.
 - Motion to open up for bids until October 7th by Svacina seconded by Shemon. Motion carried.
- 2017 Limited Revaluation Assessment and 2018 Maintenance Assessment of Real and Personal Property
 - The last meeting that we had, we were put on warning about not being compliant for the 6th year.
 - If we do not make this right the State will come in and do it for us.
 - Contract price is for \$16,900 for the 2017 Revaluation Contract and \$8,100 for the 2018 Maintenance Contract.
 - Contracts previous to this have been around \$8,500.00 so we were expecting this to be more expensive.
 - Motion to approve the contract for both the 2017 Limited Revaluation Assessment and the 2018 Maintenance Assessment of Real and Personal Property by Kapaun seconded by Shemon. Motion carried.
- Susan Moody - 414 S. Division Street Parking Lot Update
 - Retaining wall is on property line.
 - They are absolutely trying to fix the wash problem before they pave this property.
 - They have inherited this issue from previous owners.
 - This is creating problems in our storm water sewer
 - Focused on fixing the inside before the outside.
 - Have worked with a gentleman to fix the gutters and how they drain, that are still not corrected all the way. All the water runs to the back of the building and runs down the driveway instead of going to the front of the property.
 - Discussed adding a silt fence in the drain to prevent the rock from going in this could cause issues with residential basements and water draining into them.
 - They are willing to pave as soon as the frost is out in 2017.
 - Motion to table this discussion until next month by Gerhardt, seconded by Shemon. Motion carried.
- Approval of new Election workers, Kathy Johnson, Chris Stork, Pete Close and Marge Wolske
 - Presidential Election is November 8th and we are expecting it to be busy.
 - Would like to have seven workers for the whole day (two split shifts for some workers)
 - By adding the above works to our current list of approved workers, this should allow enough workers to accommodate for seven all day.
 - Motion to approve Kathy Johnson, Chris Stork, Pete Close and Marge Wolske as our new Election workers by Kapaun, seconded by Gerhardt. Motion carried.
- Fall Clean-up –
 - Tentative dates are Saturday, September 17 to Friday, October 7th but looking to see if we can change the dates by one week to Saturday, September 24 to Friday, October 14 with only two Saturdays being September 17 and October 8th.
 - Motion to approve by Svacina seconded by Shemon. Motion carried.
- 204 W Main Street Value and Selling of Property

- Recommended by Tom Nielsen to list between \$36,900 and \$39,900.
- Looking at how to proceed with this lot which is currently zoned B3.
- We have had people express interest in this property.
- Motion to list this property with Tom Nielsen from Coldwell Banker Burnet for \$36,900 by Gerhardt, seconded by Shemon. Motion carried.
- Personal Policy and Procedure Manual
 - Motion to table from page 32 on by Shemon seconded by Svacina. Motion carried.
- Dates for Finance Meetings
 - Agreed to start Finance Meetings on Monday, October 3rd with the second meeting on Monday, October 17th at 6:00 PM.
- Payment of Bills
 - Motion to approve the payment of bills by Gerhardt seconded by Shemon. Motion approved.

Motion to adjourn at 10:35 PM by Shemon seconded by Gerhardt. Motion carried.

Megan Dull
Village Clerk