

Village of Roberts
Village Board Meeting Minutes
June 12, 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, Willard Moeri, Chad Svacina, Chuck Pizzi, Mary Shemon, Don Gerhardt, and Katy Kapaun

Absent:

Guest: Aaron McWilliams, John Bond, Angi Goodwin, Peter Tharp, Jordan Johnson, Dave Peterson, Linda Hall, Mark Pendergast

Meeting Minutes

Motion to approve the minutes from May 8, 2017 with removing Krissa Coleman under absent, changing 1990 to 1997 for the loader and changing North Boulevard to north of West Boulevard and the Special Village Board Meeting dated May 22, 2017 for by Waughtal, seconded by Pizzi. Motion carried.

Treasurer's Report

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

Public Concerns –

- Linda Hall expressed concern regarding the cars at the stop sign on Vine Street. The auto shop has vehicles parked so that you cannot see around to see if there is traffic coming.
- Gerhardt questioned the trees on the end of Main Street (around the corner by Bartos' home) needing to be trimmed and the hillside. Our street is on the State right of way. Bond will talk to the County regarding this this week. The trees need to be trimmed so that the cars to not swing so far out from the trees and into the other lane of traffic.

Communications –

- On behalf of the Lions Club, thank you to the Village for the outstanding cooperation for Good Neighbor Days. Great service from Megan and Barb in the office helping the Lions Club members with issues. John, Brian and Chris did a fantastic job getting the park ready and helping with the weekend. Aaron and his crew of officers did a fantastic job. Could not have asked for a better weekend.

Department Reports:

Police Department – Chief McWilliams

- Department case summary was reviewed for the month of May.
- Good Neighbor Days Update – there was one EMS call, one juvenile complaint, three drug arrests were made that were directly related to people attending and one ordinance citation for disorderly conduct.
- Taser International if offering a one-year trial for body cameras. This includes all equipment. They provide the editing software. It is a one-year trial with no obligation to purchase. If we were to purchase they would give us a discount on the price of the current equipment that we would have. We use to have squad cameras but there was no support for them so after a while they were no longer used. Everything is stored to the cloud. The body cam technology has come a long way. The only hurdle is with our policies. When entering a residence, that now becomes a document for the police department and the public could ask for access to it. Willard asked if this would be covered by privacy laws and it is but it is also considered a document that can be requested for public record. Kapaun asked about being in a home and a resident having a medical issue if the HIPPA laws would prevent this from being public record and it would. Eventually there will be case law that will help with this. After we purchase the hardware, then every year there would be an annual fee of approximately \$2,000 to maintain the software and for storage (\$95 per officer per year for 6 officers). There would be additional cost if we needed more storage. Kapaun commented that she likes the free trial to give the department a chance to test it but gives us a chance to see how they work. Moeri asked how much the equipment would cost and the camera is around \$400.00 and \$95.00 per year for the software. Moeri is in favor of trying the equipment out. This would be a November roll-out and we can look at the budget for 2019.
- Kapaun asked a question in regards to an officers hour on the time card report handed out. The report shows that the officer that clocked in for what appears to be three days for 70 hours total It was an error and McWilliams was not able to change this. This report is just to show the punch in/out and not used to calculate the hours for payroll. That is a separate form that is completed.
- Moeri asked McWilliams if there were any injuries at all during Good Neighbor Days weekend and there was not. McWilliams commented that having the sidewalk helps a lot.

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Director of Public Works – John Bond

- Good Neighbor Days went very well considering the rain amount this year.
- Request from an organization asking for some community service projects that they can do for the Village. If we supply the paint is the Village willing to let them help with painting? Moeri asked what we would have them paint and Bond replied that both well houses and the doors on the park building need to be done. A question was asked about picking up the branches especially around Good Neighbor Days. Questions were asked by the board as to what was meant by this. After clarification, this was meant in the park, and after the storm that past weekend, this is not something that we would ask this organization to do for us.
- The past company that held our water tower maintenance Suez came and worked on the water tower. We are still waiting for documentation as to what work was done and sent to the DNR. We are still holding final payment until this is done.
- We have been having intermittent problems with alarms at well #1 for the last three weeks. By the time that they get here and reset the alarms John cannot get the alarms to recreate the problems. It appears that we have an antenna or PLC in the computer control is going bad. Company will come out to see if they can help trouble shoot this.
- On Warren Street in front of Pete Close's house there are trees that are not leafing out very well and yesterday we lost part of one. We did not put money in the budget to have these three trees removed this year. Do we want to try to limp it thru the rest of the summer or do we want to get some prices to have them removed this year? The board is looking to get prices to have these removed.
- Shemon asked John if the bleachers could be painted at the park? Pizzi stated that most of them are covered in plastic to make them maintenance free so no work should be needed.

Library Director – Krissa Coleman/Don Gerhardt

- No Director's report given this month. Handouts were included in the packet.
- Gerhardt was asked if there were any updates from the last Library meeting. He updated that it was a short meeting that focused on policies.
- Moeri asked about the corner lot and right now they are looking for an appraiser to put a price to this lot. Dull will get a few company names and send to Krissa.

Committee Reports and Recommendations

Park Board – none

Plan Commission - Katy Kapaun/Willard Moeri

- **Building Inspector Report –**
 - Reviewed Report and discussed the changes to the new report to see if there are changes that we can make to get more information (more like the spreadsheet that was supplied). This is from the new software that was required.
- **Extra-Territorial Approval for St Croix Electric Coop – Property located off of 140th Avenue.**
 - A year ago, bought 20 acres in the town of Warren. They built the solar panels that were approved.
 - County contacted them stating they needed a CSM and this has since been approved by the Town of Warren. He also found out he needed extra-territorial from the Village and that is why he is here.
 - **Motion** to approve the Extra-Territorial approval for St. Croix Electric Coop by Svacina, seconded by Kapaun. Motion Carried.
- **Fred Kuebker Petition for Zoning Map Amendment from RS-7 to RS-8**
 - **Motion** to approve the Fred Kuebker Petition by Kapaun, to RS-7 to RS-8 for the property on Ash Street by Kapaun, seconded by Svacina. Motion carried.
- **Discussion/Approval of Developers Agreement for Summerfield Development/Dick Stout**
 - Angi has reviewed the attachments for this development and everything is in order.
 - This agreement is also contingent on a letter from the Attorney.
 - **Motion** to approve the Developer's Agreement for Summerfield Development/Dick Stout contingent on the letter of review from the attorney by Kapaun, seconded by Pizzi. Motion carried.
- **Discussion/Approval of Developers Agreement for Cross Lutheran Church**
 - Developers Agreement is almost done with this project also.
 - One area of discussion was the sewer service is only going to the building and not to the edge of the church property line (corner by Mark Hamlin's property). The property to the West of the church would need to go the 100 feet on the church property to the property to the West to connect.
 - The recommendation should be the same as the prior approval for Dick Stout. Angi has done her review and everything is ok with Angi.

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- o **Motion** to approve the Developer's Agreement for Cross Lutheran Church contingent on letter from Bakke Norman by Svacina, seconded by Gerhardt. Motion carried.
- o **Motion** to Amend prior approval so that it includes approval by Village staff and Ayres by Svacina and Gerhardt. Motion carried.
- **Cross Lutheran Church Update**
 - o Easement right of way and conversations with Mark Hamlin. The easement right of way which is in the ditch. The village came back and suggested that a 15-foot permanent utility construction easement. Steve Smart from the church received a verbal approval from Mark Hamlin today. Once the church attorney has this done, it should be reviewed by the Village Attorney and Angi before being signed.
 - o We are waiting for an updated plan for the sanitary services for review and also ask the county to review this since it is in the county. Both Angi and John agree that the plan that was submitted will work but is not ideal.
 - o Angi does not have final approval on the sanitary sewer until the final review is done. This should also be reviewed by the County. There is no need for this to come back to the Village Board but you would want to recommend approval contingent on Village Staff, Ayres and County approval.
- **Renewal of Preliminary Plat for Rolling Meadows**
 - o This is not ready to be discussed at this time.

CDA Board - None

Finance Committee – None

Public Safety Committee – None

Public Works Committee – Willard Moeri/Rand Waughtal

- Lane Tank – Tower Inspections
 - John had received three proposals for water tower inspections. The committee decided to go with just an inspection contract and not maintenance agreement. The Public Works Committee opted to go with Lane Tank. Bids were from \$6,500 to \$14,000 for the contract. There might be one item left to fix from Suez so the price might go down. The inspection needs to be done before they will do any work on the Tower. Lane is from Menomonie which is closer to us.
 - The water tower repairs that were needed are the air vent that was blocked during it being fixed needed to be taken care of and it appears that this has been done but there is no proof yet. We also have to have the final inspection report and it appears that they have complied with this.
 - The Public Works Committee recommends that we enter into a contract with Lane Tank for inspections. Lane Tank's inspection fees are \$600 per year. This will adjust depending on what they are inspecting. They will do a long-range plan but then they will do the repairs that will need to be done in the coming years They stagger this price out over the years so that it is not a lump sum payment. We are not locked into the work so we are able to bid the work out so we can pick and choose the companies that we want.
 - **Motion** that we go with the Public Works recommendation to go with Lane Tank for our water tower inspections by Svacina, seconded by Shemon. Motion carried.
- Purchase/Repair for Loader.
 - The loader is 20 years old this year. This will bankrupt our 20-year equipment purchase plan. Rand is working on options and this will be discussed on Thursday.
 - We will need to look at the 20 years plan the way it is now and the dollar amounts that are in it. Also need to look at the 20-year plan with 5-year financing and the 20-year plan with 7-year financing and whatever else the Public Works Committee comes up with and will report back next month. If we are going to go broke there are three things that need to be done. We need to come to the realization that by adding \$1,000 to this fund yearly is not going to work going forward. There are two monster purchases coming up in the next five years with one being the loader and the other being the plow truck and we are looking at approximately \$200,000 each. By adding \$1,000 to this fund it will no longer help. In two years this fund will be solvent but Moeri thought this was more like three or four. Moeri stated that we can do repairs for \$8,000 - \$10,000 but the payments are around \$30,000 - \$35,000/year. This discussion will come back after the next Public Works meeting for approvals.

Fire Association – None

Old Business

- May & Hancock property – add to this going forward. Discussed both of these properties with Terry Dunst the Village Attorney to see how to proceed with these properties. It was decided that the Village Clerk will send the first letter to May's and this was done on June 9th giving them until June 30th to clean the property

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up. Terry will be sending the letter to John Hancock since he has received letters within the last year to clean up his property. He again was given until June 30th to have this completed. Kapaun asked that this item stay on the agenda to keep the board informed with the status on both of these properties. There are other residential properties within the village that will be the responsibility of the Weed Commissioner to have the letters sent to keep the lawns and weeds under control.

New Business

Employee Education Requests and Expense Reports - None

Division Street Sidewalk Update – SRTS – Angi Goodwin

- Ran quick construction cost is \$40,000 - \$50,000. With the grant, this is not big enough to qualify. The only possible funding is like we had done before with the DOT if there is a whole project. Kapaun is satisfied with waiting until we do a bigger project to discuss this.

New Operator's License Applications

- None

Renewal of Operator's Licenses - see attached listed,

- **Motion** to approve all renewals up to the yellow line by Gerhardt, seconded by Shemon. Motion carried.
- **Motion** to approve Jake Zajkowski (Barn Board) by Kapaun, seconded by Svacina. Motion denied. 2 yes votes/5 no votes.
- **Motion** to approve Keith Hambrick (Dollar General) by Waughtal, seconded by Pizzi. Motion carried.
- **Motion** to approve Natascha Czerminejer (Holiday) by Kapaun, seconded by Pizzi. Motion carried.
- **Motion** to approve Molly Timmerman (Holiday) by Waughtal, seconded by Kapaun. Motion carried.
- **Motion** to approve Teresalyn Ulm (Northland Liquor) by Waughtal, seconded by Gerhardt. Motion carried.
- **Motion** to deny Jessie Koskie (Pilot Flying J) by Waughtal, seconded by Gerhardt. Motion carried.
- **Motion** to deny Theresa Ennis (Pilot Flying J) by Waughtal, seconded by Gerhardt. Motion carried.
- **Motion** to approve Hetalben Patel, (Northland Liquor) by Kapaun, seconded by Pizzi. Motion carried.
- **Motion** to approve Baldevbhai Patel (Northland Liquor) by Shemon, seconded by Pizzi. Motion carried.
- **Motion** to approve Steven Gerardy (Pilot Flying J) by Gerhardt, seconded by Shemon. Motion carried.
- **Motion** to approve Susan Schwartz (Pilot Flying J) by Gerhardt, seconded by Pizzi. Motion carried.
- **Motion** to approve Ryan Hulbert (Pilot Flying J) by Pizzi, seconded by Gerhardt. Motion carried.
- **Motion** to approve Brandi Johnson (Barn Board) by Shemon, seconded by Kapaun. Motion denied. 2 yes votes/4 no votes.
- **Motion** to approve Carley Niska (Northland Liquor) by Waughtal, seconded by Gerhardt. Motion carried.

Approval of Liquor Licenses

- **Motion** to approve CAP Operation – Holiday #52, Agent - Alysia Lyon by Svacina, seconded by Pizzi. Motion carried.
- **Motion** to approve Bob Town Est. - Christenson Holdings LLC – Bobtown Brew House, Agent - Mike Christenson by Pizzi, seconded by Shemon. Motion carried.
- **Motion** to approve C&L Bar LLC – Sidetrack Saloon by Gerhardt, seconded by Waughtal. Motion carried.
- **Motion** to approve RTDT Inc., Barnboard Grill & Saloon, Agent – Trent Schug by Pizzi, seconded by Shemon. Motion carried.
- **Motion** to approve Amwest Inc., Bob & Steve's BP, Agent - John Jerlow by Gerhardt, seconded by Shemon. Motion carried.
- **Motion** to approve Pilot Travel Center LLC, Pilot Travel Center #470, Agent - Michael Saieva by Pizzi, seconded by Gerhardt. Motion carried.
- **Motion** to approve Roberts Liquor Inc., - Northland Liquor, Agent - Nancy Kenall by Gerhardt, seconded by Shemon. Motion carried.
- **Motion** to approve Dolgencorp, LLC, - Dollar General Store #15938, Agent – Ron Borgerding by Waughtal, seconded by Pizzi. Motion carried.

Approval of Cigarette Licenses

- **Motion** to approve Amwest Inc., Bob & Steve's BP, Agent – John Jerlow by Shemon, seconded by Waughtal. Motion carried.
- **Motion** to approve C&L Bar LLC – Sidetrack Saloon by Gerhardt, seconded Pizzi. Motion carried.
- **Motion** to approve Pilot Travel Center LLC, Pilot Travel Center #470, Agent - Michael Saieva by Gerhardt, seconded by Shemon. Motion carried.
- **Motion** to approve CAP Operation – Holiday #52, Agent - Alysia Lynn by Pizzi, seconded by Waughtal. Motion carried.
- **Motion** to approve Dolgencorp, LLC, - Dollar General Store #15938, Agent – Ron Borgerding by Gerhardt, seconded by Shemon. Motion carried.

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- **Motion** to approve Roberts Liquor Inc., - Northland Liquor, Agent - Nancy Kenall by Pizzi, seconded by Gerhardt. Motion carried.

Resolution 2017-1R – Compliance Maintenance Resolution

- This is for 2016 because it is always a year behind.
- Influent Flow and Loading - we met 90% of design capacity for the plant. There was a spike that came thru but John is not sure why there was a spike but it effects our score. Still received a grade of an A for this section.
- Effluent Quality - BOD and CBOD there were no issues at all – received an A for this
- Effluent Quality - Ammonia and NH3 – June of last year we exceeded our limit which was due to the Sorbx Pilot Study. This lowered our grade.
- Effluent Quality – Phosphorus – no issues – received an A for this section
- Biosolids Quality and Management - we are in good shape – A
- Staffing and maintenance – this is in good shape and received an A
- Continuing Education for both John and Brian – both are certified at the correct levels – received an A
- Financial portion – first section we are in good shape for our replacement fund. We are good on this section.
- Part of the new section is Energy and Efficiency Use – all pumps at lift station they wanted to know electric or natural gas consumed and what it all ran. They also wanted to know if we have done an energy study and there is really nothing that we can do at our lift stations to make them more efficient but the State is looking to force people to look at energy efficiency – we are good in this section
- At treatment facility – they are trying to show energy wise what it is costing for every pound of BOD's that you are treating – they are looking for more energy efficient equipment. We only have one electric meter that runs everything at the plant including shop. We still ended up with an A. Paragraph 7 wants us to show energy wise for natural gas or energy what it is costing for every pound of BODs that are being treated. They are looking for more energy efficient treatment. We only have one electric meter for everything at the treatment plant so this number is not accurate.
- Sanitary Collection System – we are in good shape on everything but wants to point out Section 3 which is performance indicators. With all the rain that we have had over that last few years, based on the information from the National Climatology for the Village of Roberts, Hudson general area, our average annual precipitation is 32.16 inches of rain. In 2016, we had 37 inches of rain. In looking back at past CMAR's the last year that we were below average in precipitation was 2013 with 29.88 inches. 2014 we had 42 inches which is 10 inches more than normal. In 2015, we were at 40 inches which is 8 inches above an average and this year we are already over 16. In looking at this data and looking at both our wells at the treatment plant which are 300 feet deep in the last year and a half, the water level in our wells have raised 8 feet and they have gone up two feet in the last six months.
- Grade average was 3.86 out of 4.00 meaning we are in good shape and we are not required to do any comments to the state.
- **Motion** to approve Resolution 2017-1R – Compliance Maintenance Resolution by Kapaun, seconded by Pizzi. Motion carried.

Payment of Bills

- **Motion** to approve the bills for payment by Gerhardt, seconded by Pizzi. Motion carried.

Other Business

- Discussed Judge Tharp's monthly report – going to move to monthly report under department reports.

Motion to adjourn at 9:00PM by Pizzi seconded by Shemon. Motion carried.

Megan Dull
Village Clerk