

Village of Roberts
Village Board Meeting Minutes
July 17, 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, and Katy Kapaun

Absent:

Guest: Aaron McWilliams, John Bond, Angi Goodwin, Peter Tharp, Linda Hall, Jesse Fomey

Meeting Minutes

Motion to approve the minutes from June 12, 2017 by Waughtal, seconded by Pizzi. Motion carried.

Treasurer's Report

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

Public Concerns –

- Approached by a Senior to add a dead-end sign to the end of Cherry Lane. We can add the sign but will follow-up to see if we know who it belongs to.

Communications –

- Moeri would like to have a moment of silence for our Board Member Don who has passed away.

Department Reports:

Police Department – Chief McWilliams

- Passed out the punches and states for the month of June. Comparing numbers to May in June we have doubled our case load for all the fields that are broke out. It could even be double from last year. There is nothing that points to one direction as to why but we are full staffed working 12 shifts so we are more available.
- Kapaun asked about the criminal numbers being up and if they are because of specific issues or areas of town. McWilliams answer was no to this but also brought up that Rolling Meadows on Thursday night had 17 thefts. No cars were locked. They were taking valuables and money. Appears that Roberts, Hudson and River Falls all had issues that night.
- From August to December, McWilliam will be attending EMT class and as of May he is a member of Roberts-Warren Fire Department as a firefighter. Classes are at night so this will not interfere with his hours worked. Will have another member if needed during the day.

Director of Public Works – John Bond

- Trees on Warren Street update - John has contacted local companies for bids. There are two bids for removing the trees and grinding the stumps. The bid amounts were \$2,250 and \$2,450. Bond asked if the board wanted to wait until next year to put these numbers into the budget or have it taken care of yet this year. Moeri feels that it should be taken care of now. The lowest bidder was Ackley Tree Service.
- At the treatment plant, in one of the main control rooms for our digesters there is a leak coming thru the floor which is about the size of your finger. The sump pump is running every other minute. This is progressively getting worse. There is one company that feels that they can fix this as a permanent fix. They will bore thru the bottom of the tanks to plug this hole. The cost would be approximately \$2,700 to fix this. Bond is not sure if there are any other options to fix this. This would be a maintenance issue and should be taken care of.

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- There is also a sampler that is about to die. We are not able to get parts for this because it is 18 years old. Bond has received three bids This will be a replacement fund items. Looks like it could be around \$4300. This would be a replacement fund item and the money is there to cover this.
- Another repair that we will have to do this year is with our aeration system for our SBR and digesters, the lining is starting to rip which is causing the blowers to run more. The two bids to come in were \$29,000 and \$23,000. This should be done at the same time because they are tied to the bottom of the tank. They are 11 years old. Option is to do it now with the replacement fund money or tie it in the new Clearas project. Usually they last 8 years and we are on 11 years. This will be done with the system online. Sludge tank will be drained down which will allow four days, when this is done, we will switch to the other tank and alternate back and forth. This would be around late fall. John is thinking that the third company will be much cheaper. John will take the low bid and money will come out of the replacement fund.
- How does the board feel about sending Chris to school to be a certified operator? In the fall, they are offering classes for water certification. Spring is the wastewater classes. Chris is showing interest in this. The cost will be around \$500 for classes plus lodging, meals and wages for two weeks. They are only offered once a year and exams twice a year. With the water certification, once you pass the test, you are certified. With the waste water side to be fully certified you have to have four years of experience to be fully certified. Moeri stated that we always thought that we should have two. Board feels that he should send him for his certifications.
- Tandem truck went to the shop. The automatic transmission would not shift. If you turned it on/off it would work. They found two shorts from the dash to the transmission.
- Permit for WWTP was supposed to be reissued July 1st. Our permit is being contested so there will be a public hearing at the end of August which will be run by the DNR.
- There are a lot of trees hanging over the street that are touching vehicles as they drive back. Do we want to rent a neighboring boom truck at \$50/hour or should we hire someone to do this for us? Moeri is looking for a cost estimate to have this done. Bond will reach out to Ackley to see what the cost will be for this and also the correction center in NR.

Library Director – Krissa Coleman

- On Wednesday, the Library is having the Touch-A-Truck event at the park building. The village guys and Chief have done a tremendous amount to get this going. The Library Board will be selling ice cream cones for a fundraiser.
- James Campbell will be here on Thursday, August 27 talking about his journey thru Alaska with his daughter. He is highly recommended from other local places.
- Big finally program is coming for the summer reading program. A big carnival event at the park building with a petting zoo, bounce house, face painting, etc. This will be August 2nd at 6:00pm.

Municipal Court – Judge Tharp

- There is a summary of the court sessions.

Committee Reports and Recommendations

Park Board – none

Plan Commission - Willard Moeri

- **Building Inspector Report** – new and old format – they are looking to format the reports a little differently.
- **US Minerals – Moving of the Loading Dock and Adding Truck Scale**

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- They are looking to add the loading dock inside but if they are not able to do this they will have to relocate the dock which is shown on the plans and also to adding a truck scale.
- Angi commented that they are looking to eliminate some of the hard areas which is good for storm water. The net result of this project is reducing the hard surface area which does not require a review.
- Motion to approve US Minerals by Svacina, seconded by Kapaun. Motion carried.

CDA Board –

- First meeting since the first week of December. Discussed the newsletter that was sent out in the 2nd quarter water bills.
- The CDA was told of a potential purchase that might affect TID #1 expenses. Went over the YTD financial reports but there was really nothing to go over for 2016.
- According to the bylaws the CDA is to elect a chairman every year in April. This will be Rand Waughtal again this year.
- With Peter Tharp being the Municipal Judge, the CDA is looking for another body to join the committee.

Finance Committee – None

Public Safety Committee – None

Public Works Committee – Willard Moeri/Rand Waughtal

- John has already covered some of the maintenance items that were discussed. It sounds like we are going to take care of this out of the maintenance fund.
- Talked a lot about the loader and how we are going to finance this because it will bankrupt our capital acquisition fund. Discussed a special loan for this item and have it considered a general obligation (GO) debt. If it is possible to classify this as a GO debt, we are looking to see what this would increase taxes.
- Item for the county to widen the street. Again, we are looking to see how to finance this project and this was table until the next meeting.
- Kapaun reminded the board about renaming West Boulevard to Main Street and she reminded them to bring this up at the next Fire Association meeting.

Fire Association – None

Old Business

John Hancock and Diane May's Property Cleanup Update

- Aaron is waiting for correspondence with Todd, the building inspector
- It looks like some items are moving out of May's yard and also a little at Hancock's. It really comes down to just taking care of this since we have been going on for years.

New Business

Employee Education Requests and Expense Reports - None

New Operator's License Applications

- Motion to approve Jesse J Forney's Operator's License by Kapaun, seconded by Pizzi. Motion carried.
- Motion to approve Raelin M Craig's Operator's License by Kapaun, seconded by Pizzi. Motion carried.
- Motion to approve Nick J Johnson's Operator's License by Waughtal, seconded by Shemon. Motion carried.
- Motion to approve Nancy J Kenall's Operator's License by Waughtal, seconded by Shemon.

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Motion carried.

- Motion to approve the application for Cory Pratt by Pizzi, seconded by – discussed that all of this is older. Kapuan questioned how we would know if they were convicted in each of these jurisdictions and McWilliams said we would have to contact each one. Pizzi is withdrawing his motion and asked that he cleanup his application and clarify what is on it. Motion to deny by Waughtal, seconded by Shemon. Motion carried.
- Motion to approve Bobby Ricci's Operator's License by Shemon, seconded by Pizzi. Motion carried.

Approval of Temporary Class "B" Retailer's License/Picnic License for Roberts Lions Club for 8/5/17 Kick Ball Tournament.

- Motion to approve the Temporary Class "B" Retailer's License/Picnic License for Roberts Lions Club for the kickball tournament on August 5, 2017 by Kapaun, seconded by Svacina. Motion carried.

Discussion/Approval of Chicken License Request

- Motion to table this application for the Chicken License Request for Angela Villeneuve by Kapaun, seconded by Shemon. Motion carried.

Approval of Resolution 2017-2R – Resolution Requesting Application for Exemption from County Library Tax

- The county taxes the townships, villages and municipalities that do not have a library as part of their budget, since we have a library we have to ask for this exemption from this tax.
- Motion to approve Resolution 2017-2R – Resolution Requesting Application for Exemption from County Library Tax by Svacina, seconded by Kapuan. Motion carried.

Special Village Board Meeting on July 25, 2017 at 6:00 PM to fill Trustee Vacancy.

- This meeting is to replace Don as a board member.

Hazel Mackin Library Parking Lot Payment Discussion

- Moeri has been at the Library Board meeting a couple of times to discuss the payments for the parking lot. This payment was almost \$14,000/year. Moeri was open to restructuring this loan to the Village with the Board for the remaining amount of approximately \$78,000. They are proposing \$6,000/year for the next 13 years.
- Kapaun clarified that the overages in construction of the new library and also the difference in the sale of the old library building and the listed price is a separate item than what is being discussed at this time. This is strictly for the property that will eventually be the expansion of the parking lot.
- Motion to approve the restructure of the property for the future parking lot to \$6000/year for the next 13 years by Pizzi, seconded by Waughtal. Motion carried.

Discussion/Action on 204 W Main Street

- At this time there is no one looking at this property. Moeri is asking the board if we want to change our approach on getting this property sold. We can ask for a minimum or hold out. There was an appraised value of approximately \$29,000. This property is still zoned commercial.
- Kapaun asked if there were any formal showing on this property.
- Options are to keep it listed with the realtor, put it up for bid with a minimum bid and the ability to reject the bid if we desire, or leave it as is.
- Svacina expressed his thoughts of relisting this for another year to see if the foot traffic from the meat market and potential new buildings South of town.

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- Motion to renew the listing for by Svacina, seconded by Kapaun. Motion carried.

Payment of Bills

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

Other Business

Motion to adjourn at 8:17PM by Shemon seconded by Pizzi. Motion carried.

Megan Dull
Village Clerk

DRAFT