

The Village Board Meeting was called to order at 7:00 PM by President Moeri

The meeting was properly notices in the New Richmond News and posted in three locations in the Village of Roberts.

Members Present: Rand Waughtal, Nate Stork, Mary Shemon, Willard Moeri, Chad Svacina, Katy Kapaun and Chuck Pizzi

Absent:

Guest: John Bond, Krissa Coleman, Aaron McWilliams, Peter Tharp, John Kraft, Angi Goodwin, Jerry Doriott, Katie Jo Jerzak, Rich Knoelke, Cheryl Johnson, Brandon Perry, and Matt Hieb.

#### **Meeting Minutes**

**Motion** to approve meeting minutes from March 12, 2018 with the correction of removing Aaron McWilliams as a guest and Special Village Board Meeting on March 22, 2018 by Pizzi, seconded by Kapaun. Motion carried.

#### **Treasurer's Report**

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

Waughtal asked about adjusting entries and if they were available yet. When these numbers are in and posted the assigned funds will also be updated. Kapaun also asked about updated budget numbers being provided at the next board meeting so that we know where we are at with the budget.

#### **Public Concern**

- None

#### **Communications**

- Moeri thanked Nate Stork for his service when we were in need. Congratulations to Chad Svacina and Katy Kapaun for successfully winning their positions on the Board. Congratulations to Rand Waughtal and Cheryl Johnson for their successful write in wins. Rand will have the two-year position and Cheryl will fill the one-year term.

#### **Department Reports**

##### **Police Department – Chief McWilliams**

- Monthly punch report and stats reports were handed out.
- Spoke with Principal Clay today regarding safety patrol reward party. The Police Department and the school are going to have a bowling party for the patrols. The Police have been invited to bowl with the kids. The cost will be split 50/50 between the school and Police Department.
- Planning an evacuation and lockdown drill at the elementary school. We went thru the full-scale exercise last year but that was under a different Principal. With Principal Clay they are wanting to get the evacuation plan updated with the correct staff assigned to specific duties.
- Attorney General Schimel office – he has now made an office of school safety program within the office of justice. This is all in the planning stages. Looking to have formal grant application thru that office for things that make kids safer in schools. This would be school officer, updating the office to make them safer, etc. Chief Coltran also reached out and he talked to his board and they are interested in looking at what is involved in a school resource officer at all schools. There are no numbers on anything yet. AG Schimel is looking for what departments are interested in once this grant is available. McWilliams is asking permission to let Attorney General Schimel know that we are interested in this position. Moeri asked what other things this officer would do. McWilliams said this position is not to just show an officer in the schools it is also to build trust with the kids, be a resource for the kids, etc. They would be involved with the girl scouts and boy scouts, pre-k kids, bike safety. If we can get a grant it would be a 1/3 split from Roberts, Hammond and the school. There is not commitment from the Village at this point but should show interest. Waughtal asked how long the grant is available for and this is unknown at this time.
- Attending the Lions Club Good Neighbor Days planning – the only concern is the ATV trail that will probably be in or around the park. Looking at a special parking area for them during this time. They do have the signs and once the signs are up the trails will be open. Parking issue is just for GNDs.

- Discussed a report that was handed out. This is a report that is generated from the Police Department after they get the dispositions from the court which Chief McWilliams is concerned with. Also, in the packet last month there was a letter from the Village Attorney asking for a written response which has not been done at this point. Kapaun asked about the number of months this report has been compiled for and McWilliams stated they had all of 2017 and all of 2018 so far. Kapaun also asked about the column regarding court disposition and showing paid but not on disbursement sheet does this mean the money is hung up somewhere? McWilliams stated that it is either incomplete information coming from the court or no record provided to us. Moeri asked Judge Tharp about the report and if he has any information for the board and at this time he did not know about the report. McWilliams handed him the report to review. Moeri asked where our value with our court is. Are we getting our monies worth? Always believed it was for the residents of the Village of Roberts. Eventually this needs to be responded too. This is the same item we discussed six months ago with wanting to be the trial judge and jury. Moeri asked Judge Tharp if there was a defense to this? Tharp believes he is following the law and the Wisconsin Supreme Court Judicial Code. McWilliams stated he has been in contact with Deanne Kohl and there are two options to proceed with this. The first is judicial review board and the second is misconduct charges. There will be a special meeting with Deanne Kohl on April 16th at 6:00 pm to follow-up on this issue.

#### **Director of Public Works – John Bond**

- Update on bad valves at treatment plant – these have been updated. This was a challenge to get fixed but they are now fixed.
- Two water main breaks that were caught very early. Lost very little water. One was by Bruce Emery's and the other was by the LP tank by the trailer court. They called in the leak protection which helps to locate the leaks saved us from digging up curb and gutter when it was not needed.
- The intersection at Flying J was to be redone in April. This project is not going to happen due to rerouting of funding to the Foxconn Project that the State is doing. This may happen next year only if the bids come in low and there is money left over. Otherwise it will be 2025.
- Yesterday there was sewage backing up on one of the new west lines in town. It was in the Summerfield development. The main was plugged. When the line was jetted we found a plug which is a sandbag inside an innertube in the main with several 100 feet to it with one end tied to the ladder. The line has been cleaned and the property owner is taking care of his issue and the landowner is dealing with the renters on this. Moeri asked who does the final inspection on this? With not knowing who put this in it could be from the previous owners. Angi stated that the developer is supposed to supply a letter regarding the inspection on this.
- Last week we got an email regarding road salt but with the weather we have had everyone is out of salt including the state. The state is not able to buy any at this point because it is not available. Because of budgets of budgets a lot of people. The state is asking if we are interested in contracting salt for 2018-2019 and the quantities that are needed. It looks like the State can lock in at last year's price. There is enough money to buy 70 ton. We have used 150 tons so far this year. Looking like we will need 150 to 170 tons for this coming up winter. If we leave the budget where it is today can we commit to what we need.
- In the upcoming months there will be traffic counters on the streets. It will count traffic on all streets in town. Between the public works side, we can use it when we need to know what streets should be plowed or rebuilt. For the police it would show where the heavy traffic is in town.
- There was a letter from Xcel Energy stating that they will no longer allow any decoration on a distribution line. It can only be put on a pole with a light. There are only approximately 6 poles that ...there have been over 30 people injured or killed by putting up decorations on the poles. Most of the injuries do not come from the flags or decorations but from the flower pots and the people watering them. At this point they will not be going up....no Santa!
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#### **Report from Library Director – Krissa Coleman**

- There is an amazing author for April 17<sup>th</sup>
- Card making workshop which is the third for the year coming up
- The library board voted for the beginning of May to change the library hours. It will open at every day at 10:00 am.
- Getting ready for summer reading starting in June.

### **Report from Municipal Judge**

- Monthly statistics report was in the packet for review.

### **Committee Reports and Recommendations**

**Park Board** - none

**Plan Commission** – None

- Building Inspector Report was reviewed – trying to clarify this report.
- Ogden Engineering - Extra-Territorial Approvals for Allen and Susan Zeitz Trust and Lisa Annette Sollum for Section 9, T28N, R18W, Town of Kinnickinnic. Motion to approve the extra-territorial for by Kapuan, seconded by Svacina. Motion carried.
- Rolling Meadows 7<sup>th</sup> Addition Final Plat Approval and Discussion of Street Lights - Plan commission recommended approval and Angi agrees. Motion to approve the final plat for Rolling Meadows by Pizzi, seconded by Kapaun. Motion carried.
- Oeranzo Oevering is looking to purchase the twin home addition in Rolling Meadows. Discussed asking for a 5-foot sidewalk on one side of the street for this area. Oevering is not interested in buying this area if we require sidewalks. This is something that the village has tried to start with the developments going in but since we started we should keep it going. Kapaun added that in looking at the future of the village we need to make sure this is what we want. Kapaun was also looking at a sidewalk plan for the village.
- Chickens will have a permanent moratorium at this time until we have a greater need for chickens. Motion to approve a permanent moratorium on the chicken ordinance for the village by Kapuan, seconded by Pizzi. Motion carried.

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**CDA Board** - none

**Finance Committee** – none

**Public Safety Committee** – Aaron McWilliams

- There was a proposal to change the speed limit from 35 to 25 from Cherry Lane to the church. Motion to approve lowering the speed limit from Cherry Lane to Cross Lutheran to 25 MPH by Kapaun, seconded by Svacina. Motion was retracted until a later meeting.
- Discussed the blow-by lanes for the same area they are reviewing the plans to add these lanes. This means that the traffic would go by the lane of traffic that is turning. The county is not in favor of these lanes. They would prefer a four way stop at that intersection instead of adding turning lanes. With the future South Division St, this could cause t-bone accidents. This would be an additional \$25,000 to add these lanes and there would be enough right of way to allow these. Waughtal discussed that someone may be trying to cross but the other car does not see the person and hits them. Motion to eliminate the bypass lanes on Count Road TT by Pizzi, seconded by Kapaun. Motion carried with Waughtal opposing. Motion was retracted until a later meeting.
- Adding sidewalks along South Division Street will also be discussed at another meeting at a later date.
- Goodwin discussed the cost of adding sidewalks along South Division Street. The cost is estimated total construction, engineering and surveying costs. These were estimated with aials and a 30% increase so they may be higher than actual cost. The cost would cover retaining walls if needed which is part of the 30% contingency. Moeri asked about the impact fee money to cover this expense and Goodwin agrees that there is money to cover this project. Kapaun feels that there should be an overall sidewalk plan for the Village showing where we would like the sidewalks for the future. Kapuan also questioned adding sidewalks to the North side of Graham Street instead of the South side. Goodwin suggested taking a map of the Village and highlighting the sidewalks that are currently in the Village. This will help identify where the sidewalks currently are. Kapuan asked if the sidewalks along TT would qualify for impact fee money also and this would need to be reviewed to see if this was originally designated an area for impact fee improvements.

**Public Works Committee** - none

**Fire Association** – none

### **Old Business**

John Hancock and Diane May's Property Cleanup

- May's Property – talked to Ralph. He is going to move the car in his driveway that is not licensed.

Discussed the lawnmowers under the tarp and what his plans were for those. First comment was his son was still fixing them up to sell. Reminded him that tarping them was only a temporary fix until they could be moved to the garage. He told me he would scrap them to get them cleaned up.

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**New Business**

**Employee Education Requests and Expense Reports**

- Motion to approve Barb Newton and Megan Dull for the WMCA District Meeting on April 20<sup>th</sup> at Ready Randy's by Pizzi, seconded by Shemon. Motion carried.

**Approval of Operator's Licenses**

- None

**Sidetrack Saloon – Liquor License Extension for a benefit on May 19<sup>th</sup>.**

- Asking to have bean bags on the side street and carry the beverages from the bar to the street. Motion to approve Sidetrack Saloon Liquor License Extension for a benefit on May 19<sup>th</sup> by Shemon, seconded by Waughtal. Motion carried with Stork abstaining.

**Bobtown Brew House – Good Neighbor Days – May 31 – June 3<sup>rd</sup> – using the parking lot to serve food, beer and have music.** Motion to approve Bobtown Brew House for Good Neighbor Days by Svacina, seconded by Shemon. Motion carried.

**Bobtown Brew House – May 5<sup>th</sup> Motorcycle Run – using parking lot for bar and food.**

- McWilliams does not know anything about this run which could impact the number of officers needed. There has also been a number of complaints regarding St. Patrick's Day parade and trash in the area around the bar. McWilliams is asking that Mike attend the meeting to address this request and also the trash issues. Motion to table Bobtown BrewHouse May 5<sup>th</sup> Motorcycle Run until Monday, April 16<sup>th</sup> by Kapaun, seconded by Pizzi. Motion carried.

**Spring Clean-Up Days at Advanced Disposal – April 23 – May 18<sup>th</sup> with May 12<sup>th</sup> as only Saturday.**

- Basic permit is still at \$20.00 and the flyer was sent in the water bill.

**Board of Review Training for Village Board with Open Book scheduled for May 14 and Board of Review on May 21<sup>st</sup>.**

- Training needs to be done by May 21<sup>st</sup> for all members. We can set a group meeting for all members to come to Village Hall for training or take the DVD to watch. Training is 2 hours long.

**SEH – Clarification on Contract for Waste Water Treatment Plant Modifications**

- Moeri brought up needing interim money for paying the bills until the clean water fund. We will be applying for clean water fund in September of this year with the funding happening in February of 2019. With the bill that was recently sent over for the 10% being due what is this for. Jerry said this is for the work that has been done for the last month. There was also talk about a \$19,000 bill for the clean water fund for application. \$6000 up front and the remaining \$13,000 as this project is going on.

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**Clearas – Engineering Proposal for Waste Water Treatment Plant Modifications**

- Rich Knoelke – Wisconsin Rep for Clearas. Last fall there was a letter of intent given to the board. Up until now we have been working with sizes and the more specifics of what is needed. At this point Clearas needs to get detailed engineering done for SEH to continue with their part. At this time \$17,500 is needed to keep the project going. There was a revised dollar amount sent in the memo for the project. There was some discussion regarding the glass tubing and now Clearas will come in and put the greenhouse up and the equipment inside of it. Rich will ask for the funding that will be needed for the certain milestones. Kapaun asked if we would be using Clearas for the whole project instead of putting it out for bid and Rich said no. The Clearas will be hiring their own subcontractor for the greenhouse build. The concrete work and other building will be contracted out. Waughtal expressed concern over the extra \$300,000 for the equipment for the greenhouse. The other bids included all the parts and pieces in it. This will take it out of the cost for the contractor cost and adding it to the Clearas portion of the project. This was included as an out of scope cost and it is now being added into the scope of the work. This is strictly a cost shifting. The facility plan requires a public hearing and this has been held. Going forward there would just be updates for the cost at each meeting.
- April 19<sup>th</sup> at 6:30 will be a joint meeting for the Finance Committee, and Public Works, Ehlers and SEH and Clearas.

**Discussion/Action on 204 W Main Street.**

- The listing has expired and there has been no interest in the property. Rick Vorwald called and asked to list the property. Motion to list with Rick Vorwald by Kapaun, seconded by Moeri. Motion carried.

**Village Hall Network Proposal.**

- CIT has given us a quote for installing the network for the Village. The quote was higher than they originally quoted. It is \$19,000. There is a cushion in the quote for running cables. Moeri thinks that this is probably a true quote and look at it as this being the worse price. The server room will be back in Willard's office. This project includes a firewall from the Village office to the treatment plant. CIT works mostly with municipalities and school districts. McWilliams discussed the projected pricing and the footnote that was added to the bid. They are giving us discounts towards our project. Kapaun asked how much we have budgeted and currently there is \$15,000. Waughtal would like to see the extra cost come out of TID repayment money so it will not affect the budget. McWilliams reiterated that we have been told that it will not exceed what was quoted. Motion to go with the proposal by CIT as long as the estimate for time and material does not exceed the quote by Waughtal, seconded by Stork. Motion carried.  
Kapaun asked about the phone proposal with Verizon. This is a no go now because they cannot offer internet service. After having lines accidentally ported over everything is back to normal with the phone and back to Baldwin Telecom.

**Motion** to convene into closed session per Wisconsin State Statutes 19.85(1)b Considering dismissal, demotion, licensing or discipline of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding Roberts Police Officer by Moeri, seconded by Kapaun. Pizzi – Aye, Kapaun – Aye, Svacina – Aye, Moeri – Aye, Shemon – Aye, Stork – Aye, Waughtal – Aye. Motion carried.

**Motion** to adjourn from closed session and reconvene into open session by Kapaun, seconded by Stork. Pizzi – Aye, Kapaun – Aye, Svacina – Aye, Moeri – Aye, Shemon – Aye, Stork – Aye, Waughtal – Aye. Motion carried.

**Action from closed session** – Motion to accept the resignation agreement by Kapaun, seconded by Pizzi. Motion carried.

**Payment of the Bills**

Shemon questioned why there was a bill from Nelson Lindquist and the reason is because we needed an answer and could no longer wait for an answer.

Motion to pay the bills by Kapaun, seconded by Pizzi. Motion to amend the original motion to pay the bills with the exception of the bill for SEH by Kapaun, seconded by Pizzi. Motion carried.

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

Megan Dull  
Clerk/Treasurer