

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

The meeting was properly noticed on the Village website and posted in three locations in the Village of Roberts.

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

Absent: Cheryl Johnson

Guest: John Bond, Peter Tharp, Aaron McWilliams, Angi Goodwin (phone), David Wilkin, Ed Coggin – Weston Solutions, Autumn Fisher – Clearas, Rick Knoelke – MSW, Jordan Lind – Clearas, Terry Robinson – Clearas.

Meeting Minutes

There are three correction to the minutes. Under Police Department reports it should say “not able to print punch report but will add it to next months report”. Under Public Works report is should read “Chris Holmes passed his basic wastewater exam and is classified as a certified operator. There are 5 more tests for the intro level to take and then advances lever after that”. Under Carry Over Funds from 2018 budget to 2019 budget it should state Park Continual Appropriation not Part.

Motion to approve the minutes for December 10, 2018 by Pizzi, seconded by Svacina. Motion carried.

Treasurer's Report

Treasurer's report was read. Followed up on last month's question regarding interest rates for the Compensated Absences and CDA accounts. Citizen's Bank is willing to give us a higher rate if we move the account to a checking account from the savings account to the Public Money Market account for a better rate of 2.37%. Motion to upgrade the CDA savings account and the Compensated Absences savings account to the Public Money Market Account by Waughtal, seconded by Shemon. Motion carried.

Motion to approve the Treasurer's report by Kapaun, seconded by Pizzi. Motion carried.

Public Concerns:

- Two residents were in to discuss their current water/sewer bills. One received her bill and called the Village because the bill was double the amount of the last bill. She was told to check her toilets to see if they were running, see if she had a leaky pipe, etc. It was discovered that there was a leak under the trailer but it was fixed right away. She was asking for the sewer portion of her bill to be reduced since the water did not go down the sewer but was on the ground under the trailer. After discussing this issue, it was decided to put this item on the Public Works Agenda and to poll the surrounding communities to see if they refund the sewer portion or how they handle this.

Communications:

- None

Department Report

Report from Police Department – Aaron McWilliams

- Packet was handed out. The packet included the statistics for 2018. In comparing 2017 and 2018 calls it was noted that criminal incidents and contact incidents were both down in 2018 and traffic citations were higher in 2018. Chief McWilliams thinks that this is because we are now at full staff with our officers. Also, in the packet was copies of emails from the Police Department to the Municipal Court asking for copies of the disposition reports for the months. There has also been a records request that has not been responded to. When asked about the request and emails, Judge Tharp replied with he follows the law. Tharp also stated that he is not allowed to

discuss with the Police. Chief McWilliams told the board that the new Municipal Court Clerk has been hired and is working Mondays from 8:30 to 12:30 but Judge Tharp is still coming into the office Monday thru Friday and also on Saturdays. Pizzi questioned Tharp as to who his legal council is and Tharp would not answer that question at this time. Shemon asked if the Village has paid for this council either in the past or currently and Tharp said not currently. Kapaun asked about the liability of not supplying this information and it appears that this is being met with resistance which seems wrong. McWilliams informed the board that because of not getting the dispositions he will need to ask for an additional \$1,000 for additional body cam storage and is asking permission to look to reconfigure the evidence area to make more room for files that are not able to be destroyed. Moeri will contact the Village Attorney to discuss this issue and have him reach out to the Judge if needed.

- The new AEDs are in place.

Report from Director of Public Works – John Bond

- The Village has received notice from the Wisconsin DNR that our permit has been 100% reissued. This means that there is still 60 days that the permit can be contested.
- Update on the Scada system. Phase one has been completed. Can now tell if the lift stations are running correctly, etc. Bond is currently working with the DNR to work on the reporting that is required. The PLCs have been ordered and will be installed by the end of February.
- The single axle plow truck is in need of some major repairs, there is an issue with the box and needed new tires. This has been taken to St. Croix County to be fixed. While it was there, they recommended replacing the arm on the wing but said that it did not need to be done right away should be replaced in the future.
- The heater at the treatment plant has been repaired but now the other end needs repair.
- There is a handout on Clearas regarding the Roberts treatment plant.

Report from Library Director – Kapaun

- The library board did not meet last month.
- Yoga classes are going well and people have had a great response to them. Looking to possibly add one Saturday class per month.
- The Hot dish Cook-off fundraiser in January 22 at 5:30. There are a few spots for entries. \$10.00 donation will let you be part of the tasting process.

Report from Municipal Judge – Peter Tharp

- Monthly report was in the packet to review.
- Donna is working out well as the clerk.

Committee Reports and Recommendations

Park Board – Did not meet.

Plan Commission – Did not meet.

- Building Inspectors Report is in your packet

CDA Board - Waughtal

- Met on December 12th. West Central Planning (WCP) was here to discuss TID #1 and keeping this open for another year to use receipts as affordable housing. WCP gave us more detail in a letter that they sent to the CDA. Affordable housing is not the same as low income. He also sent a sample resolution to be approve by the Village Board if we decide to keep TID #1 open. WCP also discussed that for \$10,000 to \$18,000 fee they can come up with a study to see if we can qualify for money.
- Winter newsletter went out in the January water/sewer bills.
- Business Park sign has been retrofitted to LED. Waughtal hopes to see savings on future bills.

- Discussed the 3D Strategies Contract that is currently up for renewal. The wording matches last years contract and the fee is the same. We will look to using Maureen's services more with the closing of TID #1 and opening TID #2. CDA recommends approving the contract. Motion to approve the 3D Strategies Contract for 2019 by Shemon, seconded by Pizzi. Motion carried.

Finance – non.

Public Safety Committee - none

Public Works Committee – Moeri

- Met on Thursday, December 20th.

Fire Association

- Will meet in January 16th.

Joint Twin Lake Committee – Kapaun

- Looking to bring in an expert from Madison. A study had been done and want to elaborate on this study once we know what we are looking for.
- Putting together a mission statement to help blend with why we are looking into this.

III. Old Business

John Hancock and Diane May's Property Cleanup

- The steel storage containers are empty and will eventually go away if there is a new owner.
- Motion to remove these two items from "Old Business" on the agenda by Svacina, seconded by Shemon. Motion carried.

IV. New Business

Employee Education Requests and Expense Reports – None

- Motion to approve Chief McWilliams for the Annual Chief's Conference by Shemon, seconded by Pizzi. Motion carried.
- Motion to approve Officer Mann for Operation Rush Criminal Interdiction training by Kapaun, seconded by Shemon. Motion carried.
- Motion to approve John Bond and Brian Anderson for Rural Water Conference by Pizzi, seconded by Kapaun. Motion carried.

New Operator's Licenses

- Motion to approve Cole Gostovich for Operator's License by Waughtal, seconded by Shemon. Motion carried.

Discussion/Approval of Siren Service Contract

- Received an estimate from Emergency Communication Systems for maintenance on the siren. First year that they have offered a contract. The contract can be for one, three or five years at \$975/year which is the same price as what we pay today. They would bill if fixes are needed. Waughtal asked if they service other sirens in the County and Bond was not sure but does know that they do work in Wisconsin and Minnesota. Bond stated that he has been doing all of our service work.
- Motion to approve a five-year contract with Emergency Communication Systems by Pizzi, seconded by Kapaun. Motion carried.

Discussion/Approval of Reducing the Surety Bond for Oeving Homes Investment LLC for the 7th Addition and Twin Home Addition of Rolling Meadows

- Oranzo Oeving is looking to reduce the letter of credits that the Village is holding for the 7th addition and also the Twin Home addition of Rolling Meadows. Matt Hieb is proposing that the 7th addition be reduced to \$197,155.00 and the Twin Home addition be reduced to \$81,323. Angi Goodwin from Ayres has reviewed this request and agrees with the dollar figures for both projects.
- Motion to approve the reduction in the letter of credits for Rolling Meadows by Kapaun, seconded by Shemon. Motion carried.

Discussion/Approval of Side Yard Setbacks

- Goodwin discussed the memo regarding the setbacks going forward for the Village of Roberts in regards to corner lots. Right now, the ordinance reads that it is a 30 ft side and 30 ft front but there was an approval back in November of 2001 at the Village Board to reduce the side yard to 12' setback and front of house to a 30' setback but this was never published to Municode.
- Motion to approve the recommendation by Goodwin to have both the sideward and front yard setbacks be 30 ft for corner lots by Svacina, seconded by Kapaun. Motion carried.

Update on South Division Street Sidewalk Project

- Released for bid with the only changes being to the dates and requirements. Bids are due February 5th and will be opened on Tuesday, February 5, 2019 at 10:00. The project will either need to be done prior to Memorial Day or start after Good Neighbor Days but be done before school starts this fall.

Discussion/Approval of 204 W. Main St – listing has expired with Rick Vorwald/Edina Realty

- Out listing for the lot on Main Street has expired and the sign has been removed. This was a six-month listing. Moeri would like to see the lot sold for what was paid to remove the building which is around \$12,000. Motion to have Rick Vorwald list this property for 12 months by Kapaun, seconded by Shemon. Motion carried.

Update on Roberts Waste Water Treatment Plant Phosphorus Removal Upgrade

- Ed Coggins confirmed that the Village has qualified for approximately \$1,500,000 in principal forgiveness from the DNR. There was a set of plans submitted with the permit but these need to be updated. This will be an additional \$22,000 which will be a change order. Starting procurements and bids in one month. Ehlers will look at this to make sure we are on track for our first payment. Currently looking at septage receiving that will use the extra capacity of the plant. There are septage receiving incentive program with the DNR. Septage receiving would be two years down the road before we would start this.
- Autumn Fisher from Clearas thanked the board for being part of this project. They are excited about the project. There is a copy of a press release regarding this project. They will be moving dirt soon.

Discussion/Approval of Invoice #2804-002.03 for \$83,497.50 for Clearas Water Recovery.

- Motion to approve invoice #2804-002.03 to Clearas for \$83,497.50 by Pizzi, seconded by Shemon. Motion carried.

Discussion/Approval of Invoice # 2804-002-04 for \$336,150.00 for Clearas Water Recovery.

- Motion to approve invoice #2804-002-04 to Clearas for \$336,150.00 by Kapaun, seconded by Pizzi. Motion carried.

Payment of Bills

- Motion to pay the bills by Pizzi, second by Shemon. Motion carried.

Other Business - None

Motion to adjourn at 8:45 pm by Pizzi, seconded by Kapaun. Motion carried.