VILLAGE OF ROBERTS
REGULAR VILLAGE BOARD MEETING
ROBERTS VILLAGE HALL
MONDAY, FEBRUARY 11, 2019
7:00 PM

Regular Village Board Meeting Agenda

Report of Meeting Notification
Approval of Minutes of January14, 2019
Approval of Treasurer's Report
Public Concerns
Communications

I. Department Reports

A. Report from Police Department
B. Report from Director of Public Works
C. Report from Library Director
D. Report from Municipal Judge

II. Committee Reports and Recommendations

A. Park Board
B. Plan Commission
    1. Building Inspectors Report
    2. Discussion/approval of Business Plan of Operation for Oevering Homes at 309 Dakota Avenue
    3. Extra-territorial for Kathryn Bruesewitz on County Highway TT, by Joseph Granberg, G/S Land Solutions
C. CDA Board
D. Finance Committee
E. Public Safety Committee
F. Public Works Committee
    1. Discussion/approval of purchasing upgrade Skid Steer
G. Fire Association
H. Friends of Twin Lakes

III. Old Business

IV. New Business

1. Employee Education Requests and Expense Reports
2. Approval of New Operator's Licenses
3. Discussion/approval with Thomas Lang – Scout Project at Veterans Memorial Park.
4. Approval of Roberts Good Neighbor Days – May 30 – June 2, 2019
5. Bobtown Brewhouse – St Patrick's Day Parade – March 16th
6. Discussion/approval of Invoice JAN2019-00962 for $3,245.08 to Weston Solutions
7. Discussion/approval of Invoice 2804-002.05 for $88,136 to Clearas Water Solutions.
8. Discussion/approval of Invoice 108740 for $30,172.00 to TPC – Telemetry and Process Controls.
9. Discussion/approval of Recommendation of Award for South Division Street sidewalk bid.
10. Discussion/approval of West Central Wisconsin Biosolids Facility Memo regarding issues with Wisconsin DOT for hauling sludge.
11. Payment of Bills
12. Other Business
13. Adjourn

Items on the agenda may not be presented in this order. Agenda may change up to 24 hours before meeting.
Megan Dull, Village Clerk

Village of Roberts
Village Board Meeting Minutes
January 14, 2019

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 suppling 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 Oevering Homes Investment LLC for the 7th Addition and Twin Home Addition of Rolling Meadows

- Oranzo Oevering 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.

Village of Roberts
Village Board Meeting Minutes
January 14, 2019

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.

Megan Dull
Village Clerk/Treasurer

TREASURER'S REPORT
January 1, 2019

General Fund	Beginning Balance - 1/1/2019	$1,543,959.46	
Receipts		$1,083,344.41	1.40%
Disbursements		$688,123.69	
Balance		$1,939,180.18	
Outstanding Checks			
Balance (01/31/2019)		$1,939,180.18	
Impact Fee	Balance - 1/1/2019	$349,803.63	
	Deposit	$5,050.00	
	Withdrawals	$0.00	
	Interest - 1.35%	$698.76	
	(01/31/2019)	$355,552.39	
Sewer Impact Fee	Balance - 1/1/2019	$118,585.29	
	Deposit		
	Interest - 1.35%	$236.10	
	Balance - (01/31/2019)	$118,821.39	
CDA Account	Balance - 1/1/2019	$52,276.63	
	Interest - 0.12%	$29.95	
	Balance - (01/31/2019)	$52,306.58	
Compensated Absences	Balance - 1/1/2019	$17,069.86	
	Interest - .04%	$8.43	
	Balance - (01/31/2019)	$17,078.29	
Impact Fee Account CD	11/21/2020	$407,461.01	
Money Market	Balance - 1/1/2019	$506,154.99	
	MMA Interest	$1,007.73	1.35%
	Balance - (01/31/2019)	$507,162.72	
General Fund CD	Maturity Date 4/6/19	$566,601.16	1.19%
Investment Pool CD (Bremer Bank)	Maturity Date 11/14/19	$361,861.51	1.15%

	General Fund	344,782.03
Assigned Funds:	Machinery & Equipment	26,196.00
	Park Outlay	3,300.00
	Park Development	11,000.00
	Park Outlay - Tennis Courts	12,200.00
	Police Car	29,271.50
	Capital Project Streets	22,062.00
	TIF #1 Retirement	28,846.00
	TIF #2 Fund	550,000.00
	Capital Acquisition Fund	107,101.00
	Sewer Account	33,868.40
	Sewer Replacement #1	60,791.52
	Sewer Replacement #2	75,698.01
	Water	67,508.93
	Cty TT/Graham St Repair	60,000.00
	Library Outlay	3,000.00

January 2019 Director's Report-Krissa Coleman-Director

* The Library was closed for the New Year on January 1.

*January 2nd we had the community room carpet cleaned and the area run in the children's area. It made a huge difference and everything looks fresh for the New Year.

*Play and Learn started back up for the winter session on January 8th. They have a full class again as well as a waiting list. I was able to speak to the group about our new programs for this month.

* Yoga classes started in January. Angie Wycoff, a registered yoga instructor taught four classes. People have really enjoyed them and it seems to be fitting a segment of the community that has interest so we will be offering it one Saturday a month. The only drawback is having to completely empty the community room and the closet doesn't fit all of the chairs and tables at once so we use our staff work room to keep things in as well.

*Barb held Tech Night on January 10th. She is keeping busy with various questions from patrons.

*Brittany held her TAB meeting on January 8th The students are talking about possible programs for summer reading.

*January 10th our phone lines went down. The week previously, Fred had to come and fix the messaging system. This time our whole system went down and the phone lines weren't working. Our phones and fax was out until January 14th and they had to fix the phone lines because squirrels had evidently caused the issue.

*Brittany went to the high school to talk to the art classes about the mural competition that we are having the teen area. Mr. Fern also sent out an email with all of the information for the entire high school. We also will be having an article in the New Richmond News about this project.

*January 11th Brittany was at the Simply Giggle location for a story time.

*Tween Book Club was January 12th. This month the group discussed The Metropolitans by Carol Goodman. She also went in for Tween book Club to the Middle School on January 10th to discuss the same book.

*Our furniture arrived on January 14th for the teen area. The manufacturer was months late in getting it to us but it fits well and we have had great responses to how it works well for people. We plan to get a full wall bulletin board/chalk area when we get the mural competition underway.

*This month Brittany went to the elementary school for Kids CARE on Tuesdays and Thursdays. Currently Brittany reads to half of the group and prepares an activity for the other half of the group to do. It is not the best set up and since she is spending time finding the activities, but isn't able to actually help do them is seems like we should be revisiting this partnership. We were able to meet with the director and get dates set up for February and March to hopefully get the kids back here in the library. Brittany will start taking books up every week so that is a break through and hopefully will help get more into the hands of the kids.

*Traveling Book Club was held at the Phoenix in Baldwin. The group discussed Beartown by Fredrik Bachman. We had representation of patrons from Roberts to join in the discussions too. This has been a fun way to join forces with some of the county libraries and united people who love to read that probably would never have had the chance to discuss books with each other.

CIRCULATION ACTIVITY by STAT GROUP (Dec 18)

731; 732; 737

I TYPE	CHKOUTS	CHKINS	RENEWALS	ITEMS CIR	HOLDS	HI/RECLL	TOTAL #	PERCENT
Lucky Day 7 day	13	12	0	13	0	0	25	0.3%
Lucky Day 3 day	80	69	0	80	0	0	149	1.9%
Book hardcover	1,581	1,713	710	2,291	13	0	4,017	50.0%
Book hardcover	9	14	5	14	0	0	28	0.3%
Book softcover 3	200	207	127	327	3	0	537	6.7%
Book softcover 2	4	9	3	7	0	0	16	0.2%
Book mass mark	46	51	23	69	0	0	120	1.5%
Book mass mark	1	0	0	1	0	0	1	0.0%
Book large print	34	34	7	41	0	0	75	0.9%
Book large print	3	3	0	3	0	0	6	0.1%
Book LP softcove	10	10	0	10	0	0	20	0.2%
Book LP softcove	1	0	0	1	0	0	1	0.0%
Graphic novel 3	61	73	47	108	1	0	182	2.3%
Board book	106	96	27	133	0	0	229	2.8%
Board book No H	0	1	0	0	0	0	1	0.0%
Book and Audio	9	18	7	16	0	0	34	0.4%
Magazine 1 wk	94	107	86	180	0	0	287	3.6%
Magazine 3 wks	2	4	0	2	0	0	6	0.1%
Audiobook CD 3	101	84	49	150	1	0	235	2.9%
Music CD 3 wks	36	44	17	53	0	0	97	1.2%
ILL loan items	10	6	11	21	15	0	42	0.5%
DVD 1 wk	608	552	311	919	0	0	1,471	18.3%
DVD 2 wks	36	41	19	55	1	0	97	1.2%
DVD 3 wks	31	27	8	39	0	0	66	0.8%
Blu-ray 1 wk	3	0	4	7	0	0	7	0.1%
Blu-ray/DVD cor	14	8	12	26	0	0	34	0.4%
Blu-ray/DVD cor	2	2	0	2	0	0	4	0.0%
Kit 3 wks No Hol	4	4	1	5	0	0	9	0.1%
Kit 8 wks	0	1	0	0	0	0	1	0.0%
Puzzle No Holds	9	8	1	10	0	0	18	0.2%
Game disc	27	27	18	45	0	0	72	0.9%
Game cartridge	14	9	16	30	0	0	39	0.5%
Mobile Hot-spot	5	7	0	5	0	0	12	0.1%
No Code	0	0	0	0	103	0	103	1.3%
Total	3,154	3,241	1,509	4,663	137	0	8,041	100.0%

CIRCULATION ACTIVITY by STAT GROUP (Dec 18)

731; 732; 737

ACT150 LOC	CHKOUTS	CHKINS	RENEWALS	ITEMS CIR(	HOLDS	HI/RECLL	TOTAL #	PERCENT
V Baldwin/St.Cr(	51	46	31	82	0	0	128	1.6%
C Eau Claire/Eau	0	0	0	0	2	0	2	0.0%
V Elmwood/Pierc	0	1	1	1	0	0	2	0.0%
C Glenwood City	1	0	0	1	0	0	1	0.0%
V Hammond/St.(	82	139	185	267	2	0	408	5.1%
C Hudson/St.Cr(	102	37	28	130	0	0	167	2.1%
C Menomonie/D(	0	0	1	1	0	0	1	0.0%
C New Richmonc	0	0	2	2	0	0	2	0.0%
V North Hudson/	0	0	1	1	0	0	1	0.0%
C River Falls/Pie	35	19	8	43	13	0	75	0.9%
V Roberts/St.Cr(	1,153	1,217	430	1,583	53	0	2,853	35.5%
C River Falls/St.(	17	18	7	24	0	0	42	0.5%
V Wilson/St.Croi	6	0	1	7	0	0	7	0.1%
V Woodville/St.C	5	5	0	5	0	0	10	0.1%
O Arrowhead/LS	0	1	0	0	0	0	1	0.0%
O Monarch/LS/x	0	1	0	0	0	0	1	0.0%
O Kenosha Co/L:	1	0	0	1	0	0	1	0.0%
O Lakeshores/LS	1	1	0	1	0	0	2	0.0%
O Manitowac-Ca	1	0	0	1	0	0	1	0.0%
O Nicolet/LS/x	4	4	0	4	0	0	8	0.1%
O Southwest Wi:	1	0	0	1	0	0	1	0.0%
O Bridges/LS/x	1	0	0	1	0	0	1	0.0%
O Winding River	1	2	0	1	0	0	3	0.0%
O Winnefox/LS/x	0	1	0	0	0	0	1	0.0%
O Public Library/	1	0	0	1	0	0	1	0.0%
O School Library	2	1	0	2	0	0	3	0.0%
O Other Library	1	0	0	1	0	0	1	0.0%
O Indianhead/LS	3	2	0	3	0	0	5	0.1%
T Turtle Lake/Ba	0	2	0	0	0	0	2	0.0%
T Clifton/Pierce/	0	0	1	1	0	0	1	0.0%
T River Falls/Pie	13	37	9	22	0	0	59	0.7%
T Baldwin/St.Cr(	1	19	0	1	0	0	20	0.2%
T Cady/St.Croix/	23	16	1	24	1	0	41	0.5%
T Cylon/St.Croix	8	3	0	8	0	0	11	0.1%
T Eau Galle/St.C	6	3	0	6	0	0	9	0.1%
T Emerald/St.Cr(	0	0	0	0	1	0	1	0.0%
T Erin Prairie/St.	8	7	1	9	0	0	16	0.2%
T Hammond/St.(	342	374	213	555	8	0	937	11.7%
T Hudson/St.Cr(	165	143	37	202	1	0	346	4.3%
T Kinnickinnic/St	194	242	78	272	1	0	515	6.4%
T Pleasant Valley	8	15	0	8	8	0	31	0.4%
T Richmond/St.C	123	87	60	183	3	0	273	3.4%
T Somerset/St.C	0	1	0	0	0	0	1	0.0%
T Springfield/St.	1	3	0	1	0	0	4	0.0%
T St.Joseph/St.C	27	26	1	28	6	0	60	0.7%
T Troy/St.Croix/	6	5	3	9	1	0	15	0.2%
T Warren/St.Cro	759	762	410	1,169	37	0	1,968	24.5%
T Birchwood/Wa	1	1	0	1	0	0	2	0.0%
Total	3,154	3,241	1,509	4,663	137	0	8,041	100.0%

Hazel Mackin Community Library Events February 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27 **Story Time Theme: Superheroes**	28 Story Time 10:30-11:15AM **A Novel Idea Book Club 5:30 @ Bobtown Brewhouse**	29 Strong Seniors 1PM **Paws to Read 5-7PM**	30 **Story Time 10:30-11:15AM**	31 **Beginner's Yoga 5:30-6:30PM**	1 Senior Coffee and Cookies 10AM **Stitching Group 12:30-3PM**	2 **Yoga* 10:30-11:30AM**
3 **Story Time Theme: Trucks**	4 **Story Time 10:30-11:15AM** Hangout @ HCML 4-6PM	5 Strong Seniors 1PM **Teen Advisory Board Mtg 5:30-6:30PM**	6 **Story Time 10:30-11:15AM**	7 Strong Seniors 1PM **Knitting Group 2:15PM** Paws to Read 5-7PM **Cupcake & Cookie Decorating* 5:30PM**	8 Senior Coffee and Cookies 10AM **Stitching Group 12:30-3PM**	9 **Tween Book Club 10-11AM**
10 **Story Time Theme: Valentine's Day**	11 **Story Time 10:30-11:15AM** Hangout @ HCML 4-6PM	12 Strong Seniors 1PM	13 **Story Time 10:30-11:15AM**	14 **Strong Seniors 1PM** Knitting Group 2:15PM **Tech Night 4:45-7PM**	15 Senior Coffee and Cookies 10AM **Stitching Group 12:30-3PM**	16 **Lego Club 10:30-11:30AM**
17 **Story Time Theme: Dinosaurs**	18 **Story Time 10:30-11:15AM** Hangout @ HCML 4-6PM	19 Strong Seniors 1PM	20 **Job Center 10-12PM** Story Time 10:30-11:15AM	21 Strong Seniors 1PM **Knitting Group 2:15PM** Teen Book Club 9th Hour @ SCC HS **Chef Peter Kwong Wok Demonstration 5:30PM** Paws to Read 5-7PM **Traveling Book Club 6PM**	22 **Senior Coffee and Cookies 10AM** Stitching Group 12:30-3PM **Open Play-Doh 1-4PM**	23 **Stories & Such 10:30-11:15AM**
24 **Story Time Theme: Music and Dance**	25 Story Time 10:30-11:15AM **Movie Matinee "Smallfoot" PG 1PM** Hangout @ HCML 4-6PM **A Novel Idea Book Club 5:30PM @ Bobtown** Brewhouse	26 Strong Seniors 1PM	27 **Story Time 10:30-11:15AM**	28 Strong Seniors 1PM **Knitting Group 2:15PM**	1 Senior Coffee and Cookies 10AM **Stitching Group 12:30-3PM**	2 **Yoga* 10:30-11:30AM**

*Register at the circulation desk or by calling 715-749-3849. Like us on Facebook.

January 24, 2019, Thursday, Court Session

Citations Received

Disorderly conduct: 2
Harassment: one
OAS/OAR: one
OWO insurance: 7
OWO valid license: 4
Fail/stop at stop sign: 4
Improper auto registration: one
OAS: 9
OWO valid license (3 mos): 3
Speeding: 14
Fail/wear seat belt: one
Non-registration of auto: 8
OWI: one
OWO proof of insurance: 8
Truancy: one

Total: 65

Municipalities

Amery: one
Chippewa Falls: 4
Glenwood City: 2
Menomonie: one
New Richmond: 10
Prescott: 2
River Falls: 3
Somerset: one
Baldwin: 2
Dresser: one
Hammond: 6
Milltown: 2
Oakdale, MN: one
Red Wing, MN: 2
Roberts: 8
Woodbury, MN: one
Balsam Lake: one
Elmwood: 3
Hudson: 5
Moundsview, MN: one
Osceola: one
Richfield, MN: one
Slinger: 2
Woodville: 4

Total: 65

Pleas

Not Guilty: 11
No Contest/Guilty: 50
Continuances: 0
Dismissals: 4

Total: 65

Appearances

5

January 2019 income

$ 2,423.00
YTD $ 2,423.00

Legend

OWI----------Operating while under the influence
PAC----------Prohibited alcohol concentration
OWO----------Operating without
OAS/OAR---------Operating after suspension/revocation
OCS----------Operating with a controlled substance

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

Owner/Address	Description/Permit #	Estimated Value
NORCUTT HOMES, INC 1009 WYOMING ST	RESIDENTIAL NEW SINGLE B-18-181081	225,000
TOTAL NEW SINGLE FAM CONSTRUCTION:	1	225,000
TOTAL ALL RESIDENTAL CONSTRUCTION:	1	225,000

TOTAL # OF BUILDING PERMITS / VALUE:	1	225,000

CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
1/25/2019	1001 WYOMING ST 54023	PERMANENT

TOTAL PERMIT & INSPECTION FEES COLLECTED: 1,384.41

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
RESIDENTIAL NEW SINGLE FAMILY	1	225,000
TOTALS	1	225,000

INSPECTIONS BY TYPE

PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	17	17	0
TOTALS	17	17	0

All-Croix INSPECTION LLC

ROBERTS OPEN

Municipality	Date Iss.	Fee	Paid	Cost	Permit #	Owner/Contractor Name	Phone	Project/Site Address	Footing	Foundation	Construction	Electrical	Plumbing	HVAC	Insulation	Erosion	Other	Final
Roberts	10/12/2016	$60.00	yes		313-16	**Dustin & Paige Hawkins** 1106 Briarwood Blvd. Roberts, WI 54023	715-441-9929	Shed 1106 Briarwood Blvd. Roberts, WI										11/17/16 Failed move fence and shed
Roberts	11/10/2016	$450.00 plus seal	yes	$36,026.00	321-16	**Dale Stewart** 757 107th Street Roberts W 54023	715-497-9996	Manufactured Home 75 Terresa Street	11/16/2016			2/16/2017	2/16/2017	2/16/2017				
Roberts	1/27/2017	$60.00	yes	$2,923.00	324-17	**Dale Stewart** 757 107th Street Roberts W 54023	715-749-3937	Deck 75 Teressa St. Roberts, WI	Previous								Footings in. 1-27-17	
Roberts	5/1/2017	$60.00	yes	$60.00	343-17	**Drew Peterson** 317 Pleasant ST Roberts, WI	715-410-0426	Roof 317 Pleasant ST Roberts, WI										

PLAN OF BUSINESS OPERATION
VILLAGE OF ROBERTS
ROBERTS, WI 54023

1. Name of Business Operation: Oevering Homes
2. Address of Operation: 309 Dakota Ave Roberts, WI 54023
3. Name and Address of Owner/Application: 1433 Cernohous Ave New Richmond WI 54017 Phone Number: 715-243-0001
4. Name and Address of Building Owner: SAME AS ABOVE
5. New Use? Yes Or Expansion of Existing Use? Ø
6. Retail? ____, Wholesale? ____, Manufacturing? ____ Other Model Home
7. Description of Operation: Parade of Homes Model, Show Room office will be located in Garage of Home.
8. Outside Storage? Ø. If yes, what is stored and where? ____ How is it screened? ____
9. Expected # of Trucks/Day: Ø When? 0 And, # of Autos/Day 15
10. Overnight Parking of: Trucks Ø Autos Ø Equipment Ø
11. Available Offstreet Parking Spaces: 4 Offstreet Loading Spaces ____
12. Expected Hours of Operation: 12 AM to 6 PM, W/T/F Days/Week SAT / Sun.
13. Maximum # of Employees: Full Time 1 Part Time ____
14. Sewer Disposal by: Public Sewer ✓ Holding Tank ____
15. Water Supply by: Public Water Main ✓ Private Well ____
16. Method and Sequence of Solid Waste Disposal: Toilet
17. Flammable Substance Storage Ø Where ____ Type of Container ____
18. Hazardous Materials Used Ø Stored ____ Quantity ____
19. Method of Building/Grounds Maintenance: ____
20. Any Special or Required Provisions or other pertinent information Ø
21. Method of Property Security Locked Doors

Signature of Owner/Applicant: [signature]

Submitted for Review on: ____/____/____ **Zoning** ____

Approved by Planning Commission: ____/____/____ **Notes:** ____

Approved by Village Board: ____/____/____

NOTE: Under State Statues (SS134.65) Cigarette Licenses must be obtained. Applications may be obtained from the Village Clerk.

ROBERTS COMMUNITY DEVELOPMENT AUTHORITY

Regular Meeting: December 12, 2018

Members Present: Rand Waughtal, Willard Moeri, Don Graf, Mary Shemon, Beth Langevin (arrived @ 6:34), and Jim Smith.

Members Absent: John Litka, Maureen Carlson from 3D Strategies did not attend.

Visitors Present: Peter Tharp, Chris Straight of WCWRPC

Call To Order: The meeting was called to order by Chairperson Waughtal at 6:32 pm at the Roberts Village Hall. Motion by Graf seconded by Shemon to approve the minutes of the October 24, 2018 regular meeting. Approved without opposition.

Old Business:

1) TID #1 Closeout with Affordable Housing Extension: Chair Waughtal introduced Chris Straight form West Central Wisconsin Regional Planning Commission to the members. WCWRPC is a planning and economic development agency created to assist local governments in the Western Wisconsin Area. Chris was invited here by Moeri to help the members better understand the Affordable Housing Extension of the Tax Increment Financing District allowed under Wisconsin law, and the requirements to obtain it. Moeri recapped the questions and concerns the members had from the last meeting, for Chris. Smith handed out some information from HUD he received with the help of Bill Rubin, of the St. Croix County Economic Development Corporation, regarding HUD's definition of Affordable Housing and its income parameters. Chris then gave a presentation on the Program with specifics to the Village of Roberts population. He gave the Wisconsin Statute with highlights pertaining to members' questions; what is, and is not, required to apply for and carry out the Extension; and Wisconsin's definition of Affordable Housing. A brief summary of Roberts' housing inventory, and approximate percentage of what would qualify for Affordable Housing. And a brief list of ways the Village of Roberts can benefit Affordable Housing in the community. He then did a lengthy question and answer session, letting all members get their concerns discussed, and feel more comfortable moving the issue ahead. Moeri asked Chris if he would do a sample resolution to give the board a reference to begin the process. Chris said he will email Chair Waughtal with something shortly. Chair Waughtal and the members thanked Chris for taking the time to come to the meeting and presenting the information. Afterwards, discussion continued, Moeri will ask WCWRPC to make a proposal to the Village to do a study analyzing Roberts' current housing stock.

2) Winter Business Park Newsletter: Chair Waughtal distributed a draft copy of the Winter Newsletter. The Business Spotlight features Laptop Chips Inc., a very successful business that has been in Roberts for 8 years. It also features a fire tanker, purchased for the Village, with repayment funds from the TID #1. As mentioned in October's meeting, this will be the last issue with the current format. Since the TID #1 (Business Park) will be closed out and the debt paid off in 2019 the Board wants the Newsletter to focus on future expansion and opportunities for the Village of Roberts. The members

reviewed the Newsletter, with no changes needed. The Winter Business Park Newsletter will be mailed to Village residents with the January water bill.

Other Business:

1) 2018 Financial Report: Chair Waughtal informed the members that the Financial Report was not available in time for today's meeting. He said he will email it to members when it's available.

2) 2019 Contract for 3D Strategies: Chair Waughtal passed out the Proposal for Services to the CDA and the Village of Roberts for 2019. He reviewed it and says the rates and services are identical to the current year's contract. Motion Langevin to accept the 2019 Proposal for 3D Strategies Services and recommend its approval to the Village Board, seconded by Shemon. Motion approved without opposition.

The next scheduled meeting will be Wednesday January 23, 2019 @ 6:30 pm at the Roberts Village Hall.

Adjournment: Motion to adjourn by Shemon, seconded by Graf. Motion approved without opposition. Meeting adjourned at 8:22 pm.

Jim Smith,

CDA Secretary

DRAFT

ROBERTS COMMUNITY DEVELOPMENT AUTHORITY

Regular Meeting: January 23, 2019

Members Present: Rand Waughtal, Willard Moeri, Don Graf, Mary Shemon, Jim Smith, John Litka.

Members Absent: Beth Langevin, Maureen Carlson from 3D Strategies did not attend.

Call To Order: The meeting was called to order by Chairperson Waughtal at 6:31 pm at the Roberts Village Hall. Motion by Shemon seconded by Graf to approve the minutes of the December 12, 2018 regular meeting. Approved without opposition.

Old Business: *TID #1 Closing and Affordable Housing Extension:* Chair Waughtal recapped the December meeting regarding Chris Straight's (from WCWRPC) on the Affordable Housing Extension for John Litka, who was absent. Moeri had concerns as to where specifically in the Village we will be able to spend money and on what types of projects, whether we need an Affordable Housing Survey before or after filing the resolution, and can we come up with a date to close TID #1 and begin the extension. Much discussion followed between members. The CDA must come up with a resolution for the extension to send to the State of Wisconsin, but there's nothing directing us on how specific the board should be of where and how the funds will be spent. Does the Village need to spend $10,000.00 to $18,000.00 on an Affordable Housing Survey first to get a resolution that Wisconsin will accept or can the survey be put in the resolution and be taken after the funds are received? If the resolution is accepted by the State, when would funds be available to begin infrastructure projects? Will there be an audit process from the State if/when the Extension happens? Can the Village propose generic infrastructure projects (e.g. roads, sidewalks, lighting, etc.) that will benefit Affordable Housing, or do we need to be more specific (e.g. road resurfacing for X Street or sidewalk for Y Street)? The board wants more direction from agencies experienced in this law, because the ambiguity in the State Statutes gives no specific definition of terms and parameters. Chair Waughtal will email Sean Lentz at Ehlers Inc. to find out 1) how specific the resolution should be, 2) if a housing study should happen before or after the resolution, and 3) when we can lock down dates on closing TID #1, and begin the Affordable Housing Extension process. The Chair will also get Chris from WCWRPC to help the members prepare a Draft Resolution. Then the members can tweak it if necessary at a future meeting and send it to the Village of Roberts Board by this spring. That should give the Board time for discussion before the Resolution needs to be sent to the State of Wisconsin.

Other Business: Chair Waughtal updated the members that the Proposal from 3D Strategies for 2019 the CDA recommended to the Village of Roberts Board for approval, received final passage at the last Board meeting. He also reminded the Village Clerk that the auditors should consider the outstanding balance for the old DSZ Development Agreement be written off as uncollectible. The final closeout date for TID #1 will be determined by the CPA's recommendation on how they handle the bad debt. Waughtal also mentioned that the business park sign along Highway 12 was retrofitted for LED in mid-December.

Village of Roberts
Public Works Committee – January 17th 2019
Meeting Minutes

The Public Works Committee Meeting on January 17th, 2019 was called to order at 6:30 P.M. By Moeri.

Present: Moeri, Melby, Hall and Waughtal.
Absent: Soltis, Lamson and Johnson.
Visitors: John Bond, Peter Tharp, Angie Johnson and Karen Fiedler.

The Meeting was properly noticed and posted in the Village of Roberts in three locations.

- **Approval of Minutes from December 20th, 2018 – Motion** to approve the minutes from December 20th 2018 by Waughtal, second by Hall. **Motion** carried.
- **Review of income and expenses on water and sewer accounts –** review at the February meeting.
- **Discussion on Skid Steer upgrade or replacement –** Tri -State Bobcat will only give $4,200.00 for the trade in of the Skag mower. Bond explained that the track machine would mainly be used for mowing ditches and cleaning of retention ponds which both need to be done in 2019. These would normally be hired out to done.
  Motion to purchase the T595 T4 Bobcat track Loader with $2,000.00 coming from the Maintenance fund and $7,000.00 from the Equipment Replacement fund by Hall, second by Melby. Motion carried, with Waughtal apposing.
- **Discussion on how to handle Water leak complaints -** Angie Johnson explained that her water/sewer bill was much higher than normal. She called the Village Hall, they had her checked her toilets along with other leaks. After checking under the trailer she found a pipe that was leaking. She had gotten it fixed right away. The guys did a 24 hour read and the water leak had been taken care of. Angie doesn't feel she should have to pay for the sewer portion of the bill as it didn't get used. Megan sent a survey out to Hammond, New Richmond, Spring Valley and Baldwin asking them what they have in place for these types of issues. All the towns except New Richmond responded that they don't give any refunds on the Water/Sewer billing. New Richmond has a Water Leak Sewer Adjustment Policy that they have the residents follow. It is very specific on what is not eligible. Such as leaking toilets, faucets, water softener, hot water heaters, humidifier on a furnace or any other plumbing inside or outside the house.
  Motion to table until the February meeting so Barb can call New Richmond and find out more details on how the manage this process, by Melby, second by Hall. Motion carried.

Bobcat

Product Quotation

Quotation Number: 27851D027C8
Date: 2019-01-10 08:23:57

Ship to	Bobcat Dealer	Bill To
Village of Roberts Attn: John Bond Roberts, WI 54023	Tri-State Bobcat, Inc.,Hudson,WI 588 OUTPOST CIRCLE HUDSON WI 54016 Phone: (715) 531-0801 Fax: (952) 894-5759 --- Contact: Adam Delander Phone: 7152450533 Cellular: 7152450533 E Mail: adamd@tristatebobcat.com	Village of Roberts Attn: John Bond Roberts, WI 54023

Description	Part No	Qty	Price Ea.	Total
T595 T4 Bobcat Compact Track Loader	M0249	1	$56,343.00	$56,343.00
A91 Option Package	M0249-P01-A91	1	$11,016.00	$11,016.00
Cab enclosure with Heat and AC				
High Flow Hydraulics				
Two Speed Travel				
Sound Reduction				
Hydraulic Bucket Positioning				
Power Bob-Tach				
Deluxe Instrument Panel				
Keyless Start				
Attachment Control Kit				
Cab Accessories Package				
3-Point Seat Belt				
Selectable Joystick Controls (SJC)	M0249-R01-C04	1	$795.00	$795.00
Heated Air Ride Suspension Seat - Cloth	M0249-R05-C12	1	$475.00	$475.00
16" Rubber Track	M0249-R09-C02	1	$1,566.00	$1,566.00
Roller Suspension Carriage - 2 Speed	M0249-R21-C13	1	$1,697.00	$1,697.00
Radio	M0249-R26-C02	1	$498.00	$498.00
Automatic Ride Control	M0249-R33-C02	1	$741.00	$741.00
Telematics US	M0249-R51-C02	1	$0.00	$0.00
Rear Camera Kit	7329670	1	$1,151.03	$1,151.03
74" Low Profile Bucket	6731421	1	$1,125.00	$1,125.00
--- Bolt-On Cutting Edge, 74"	6718007	1	$307.50	$307.50
Description	**Part No**	**Qty**	**Price Ea.**	**Total**
Additional 200lb weight		1	$450.00	$450.00

Total of Items Quoted		**$76,164.53**
Dealer P.D.I.		**$200.00**
Freight Charges		**$550.00**
Trade-in	Bobcat S595, A91 Package, Radio, Low Pro bucket	**($35,300.00)**
Trade-in	Scag Mower, 29HP Liquid Cooled Kawasaki	**($4,200.00)**
Discount	Tri State Bobcat Municipal Discount	**($13,608.37)**
Discount	Bobcat Municipal Discount	**($13,608.37)**
Quote Total - US dollars		**$10,197.79**

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance: Purchase Order: _____

Authorized Signature:

Bobcat

Product Quotation

Quotation Number: 27851D027C8
Date: 2019-01-10 08:23:57

Ship to	Bobcat Dealer	Bill To
Village of Roberts Attn: John Bond Roberts, WI 54023	Tri-State Bobcat, Inc.,Hudson,WI 588 OUTPOST CIRCLE HUDSON WI 54016 Phone: (715) 531-0801 Fax: (952) 894-5759 --- Contact: Adam Delander Phone: 7152450533 Cellular: 7152450533 E Mail: adamd@tristatebobcat.com	Village of Roberts Attn: John Bond Roberts, WI 54023

Description	Part No	Qty	Price Ea.	Total
T595 T4 Bobcat Compact Track Loader	M0249	1	$56,343.00	$56,343.00
A91 Option Package	M0249-P01-A91	1	$11,016.00	$11,016.00
Cab enclosure with Heat and AC				
High Flow Hydraulics				
Two Speed Travel				
Sound Reduction				
Hydraulic Bucket Positioning				
Power Bob-Tach				
Deluxe Instrument Panel				
Keyless Start				
Attachment Control Kit				
Cab Accessories Package				
3-Point Seat Belt				
Selectable Joystick Controls (SJC)	M0249-R01-C04	1	$795.00	$795.00
Heated Air Ride Suspension Seat - Cloth	M0249-R05-C12	1	$475.00	$475.00
16" Rubber Track	M0249-R09-C02	1	$1,566.00	$1,566.00
Roller Suspension Carriage - 2 Speed	M0249-R21-C13	1	$1,697.00	$1,697.00
Radio	M0249-R26-C02	1	$498.00	$498.00
Automatic Ride Control	M0249-R33-C02	1	$741.00	$741.00
Telematics US	M0249-R51-C02	1	$0.00	$0.00
74" Low Profile Bucket	6731421	1	$1,125.00	$1,125.00
--- Bolt-On Cutting Edge, 74"	6718007	1	$307.50	$307.50
Description	**Part No**	**Qty**	**Price Ea.**	**Total**
Additional 200lb weight		1	$450.00	$450.00

Total of Items Quoted		**$75,013.50**
Dealer P.D.I.		**$200.00**
Freight Charges		**$550.00**
Trade-in	Bobcat S595, A91 Package, Radio, Low Pro bucket	**($35,300.00)**
Trade-in	Scag Mower, 29HP Liquid Cooled Kawasaki	**($4,200.00)**
Discount	Tri State Bobcat Municipal Discount	**($13,491.18)**
Discount	Bobcat Municipal Discount	**($13,491.18)**
Quote Total - US dollars		**$9,281.14**

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

Navigating the Eagle Scout Service Project

Information for Project Beneficiaries

Thank You and Congratulations

Congratulations on your selection as an Eagle Scout service project beneficiary, and thank you for the opportunity you are making available to an Eagle Scout candidate. Support from community organizations is important to Scouting—just as important as Scouting's contributions are to the community. Scouts provide important services, and benefiting organizations such as yours provides a vehicle for personal growth.

The Eagle Scout Rank and the Service Project

Service to others is an important part of the Scout Oath: "... to help other people at all times." Each year tens of thousands of Scouts strive to achieve the coveted Eagle Scout rank by applying character, citizenship, and Scouting values in their daily lives. One of the rank requirements is to *plan, develop, and give leadership to others in a service project helpful to any religious institution, school, or community*. Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

Typical Projects

There are thousands of possible Eagle Scout projects. Some involve building things, and others do not. There have been all kinds: making birdhouses for an arboretum, conducting bicycle safety rodeos, constructing park picnic tables or benches, upgrading hiking trails, planting trees, conducting well-planned blood drives, and on and on. Other than the general limitations noted below, there are no specific requirements for project scope or for how many hours are worked, and there is no requirement that a project have lasting value. What is most important is the *impact* or *benefit* the project will provide to your organization. In choosing a project, remember it must be something a group with perhaps limited skills can accomplish under the leadership of your Eagle Scout candidate. In order to fulfill the requirement, the *Scout* must be the one to lead the project. Therefore, it is important that you work with the Scout and not with the Scout's parents or leaders.

Project Restrictions and Limitations

- Fundraising is permitted only for facilitating a project. Efforts that primarily collect money, even for worthy charities, are not permitted.
- Routine labor, like a service Scouts may provide as part of their daily lives such as mowing or weeding a church lawn, is not normally appropriate. However, if project scale and impact are sufficient to require planning and leadership, then it may be considered.
- Projects are not to be of a commercial nature or for a business, though some aspects of a business operation provided as a service, such as a community park, may qualify.
- The Scout is not responsible for any maintenance of a project once it is completed.

Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout's proposal. Regular communications with the Scout can make this quick and easy, but be sure you have both discussed and considered all aspects of the project to ensure your Scout has a clear understanding of your expectations and limitations. Keep in mind the proposal is merely an overview—not a comprehensive project plan.

Some projects may take only a few weeks or months to plan and carry out, while others may take longer. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several approvals, besides yours, before project planning occurs and work begins. Therefore, if a proposed project must be completed by a certain rapidly approaching date, it may be a good idea to consider something different. Remember, too, that all work must be completed before the Scout's 18th birthday.

Approving Project Plans
After the proposal is approved by the BSA local council, your Scout must develop a plan for implementing the project. Before work begins, you should ask to see the plan. It may come in any format you desire or are willing to accept. It could even be a detailed verbal description. That said, the BSA includes a "Project Plan" form in your Scout's *Eagle Scout Service Project Workbook*, and we recommend that you ask your Scout to use it. If in your plan review you have any concerns the project may run into trouble or not produce the results you want, do not hesitate to require improvements *before* work begins.

Permits, Permissions, and Authorizations
- If the project requires building permits, etc., your Scout needs to know about them for planning purposes. However, your organization must be responsible for all permitting. This is not a duty for the Scout.
- Your organization must sign any contracts.
- If digging is involved, it is your responsibility to locate, mark, and protect underground utilities as necessary.
- If you need approval from a committee, your organization's management, or a parent organization, etc., be sure to allow additional time and let the Scout know if their help is needed.

Funding the Project
Eagle service projects often require fundraising. Donations of any money, materials, or services must be pre-approved by the BSA unless provided by your organization; by the Scout, the Scout's parents, or relatives; or by the Scout's unit or its chartered organization. The Scout must make it clear to donors or fundraising event participants that the money is being raised on the project beneficiary's behalf, and that the beneficiary will retain any leftover funds. If receipts are needed, your organization must provide them. If your organization is not allowed to retain leftover funds, you should designate a charity to receive them or turn them over to your Scout's unit.

Supervision
To meet the requirement to "give leadership to others," your Scout must be given every opportunity to succeed independently without direct supervision. The Scout's troop must provide adults to assist or keep an eye on things, and your organization should also have someone available. The Scout, however, *must* provide the leadership necessary for project completion without adult interference.

Safety
Through the proposal and planning process, the Scout will identify potential hazards and risks and outline strategies to prevent and handle injuries or emergencies. Scouts as minors, however, *cannot be held responsible for safety*. Adults must accept this responsibility. Property owners, for example, are responsible for issues and hazards related to their property or employees and any other individuals or circumstances they would normally be responsible for controlling. If during project execution you have any concerns about health and safety, please share them with the Scout and the unit leaders so action may be taken. If necessary, you may stop work on the project until concerns are resolved.

Project Execution and Approval
After the project has been carried out, your Scout will ask for your approval on their project report. The report will be used in the final review of the Scout's qualifications for the Eagle Scout rank. If the Scout has met your reasonable expectations, you should approve the project; if not, you should ask for corrections. This is not the time, however, to request changes or additions beyond what was originally agreed.

The Eagle Scout service project is an accomplishment a Scout will always remember. Your reward will be a helpful project and, more important, the knowledge you have contributed to a young Scout's growth.

Navigating the Eagle Scout Service Project is also available for download at: http://www.scouting.org/advancement.

MEMORANDUM

AYRES ASSOCIATES

To: Roberts Village Board

From: Angi Goodwin

Date: February 7, 2019 Project No.: 23-0737.19

Re: Division Street Sidewalk – Recommendation of Award

Bids were opened for the Division Street Sidewalks project on February 5th. We received six bids for the project. The bid tab is attached.

Bid range: approximately $88,000 to $112,000
Low Bidder: Haas Sons Inc (Thorp, WI) for $88,022.49
Bid from Last Fall: approximately $119,300

We have checked the math and verified that the appropriate bid bond and paperwork was included, and recommend award to the low bidder, Haas Sons Inc, located in Thorp, WI, for a bid amount of $88,022.49.

With your approval, we will issue a Notice to Proceed to Haas Sons Inc.

As a reminder, the contractor will be required to complete the work by Memorial Day weekend (on or before May 24th) or start the work after Good Neighbor Days (on or after June 4th) and complete the work before school starts (on or before August 23rd).

update from Angi including ayres cost so we have total.

Project: 23-0737.19 File: v:\mun-ec\roberts\23-1731.00 division st sidewalks 2018\bidding\bid award recommendation memo.docx

Hire Smart®

3433 Oakwood Hills Parkway • Eau Claire, WI 54701-7698
800.666.3103 • www.AyresAssociates.com

BID TABULATION

AYRES ASSOCIATES

PROJECT: Rebid - South Division Street Sidewalk, Roberts, Wisconsin BID DEADLINE: February 5, 2019, 10:00 a.m., Local Time					Haas Sons, Inc. 203 E. Birch Street Thorp, WI 54771 715.669.5469		Harmon Concrete & Construction, Inc. 1115 Bauer Avenue Eau Claire, WI 54703 715.832.5606		Skid Steer Guy, LLC N1417 State Road 85 Mondovi, WI 54755 715.829.6215		Pember Companies, Inc. N4449 469th Street Menomonie, WI 54751 715.235.0316	
		DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
Water Main												
1	1	Adjust Existing Curb Stop Box	Each	4	$150.00	$600.00	$100.00	$400.00	$50.00	$200.00	$75.00	$300.00
2	2	Replace Curb Stop Box	Each	1	$400.00	$400.00	$1,000.00	$1,000.00	$400.00	$400.00	$525.00	$525.00
		Subtotal for Water Main				$1,000.00		$1,400.00		$600.00		$825.00
Street Construction												
3	3	Mobilization	L.S.	1	$3,360.00	$3,360.00	$5,000.00	$5,000.00	$10,000.00	$10,000.00	$13,375.00	$13,375.00
4	4	Traffic Control	L.S.	1	$3,000.00	$3,000.00	$500.00	$500.00	$2,000.00	$2,000.00	$1,450.00	$1,450.00
5	5	Remove Existing Concrete	S.Y.	48	$10.00	$480.00	$9.00	$432.00	$15.00	$720.00	$11.00	$528.00
6	6	Remove Existing Asphalt	S.Y.	315	$5.00	$1,575.00	$2.50	$787.50	$6.00	$1,890.00	$5.00	$1,575.00
7	7	Clearing and Grubbing	I.D.	98	$45.00	$4,410.00	$50.00	$4,900.00	$30.00	$2,940.00	$35.00	$3,430.00
8	8	Earthwork	C.Y.	450	$20.00	$9,000.00	$10.00	$4,500.00	$38.00	$17,100.00	$33.50	$15,075.00
9	9	Pavement Saw Cutting	L.F.	141	$3.00	$423.00	$4.00	$564.00	$3.00	$423.00	$3.00	$423.00
10	10	4" Granular Subbase Course	S.Y.	511	$4.66	$2,381.26	$4.00	$2,044.00	$4.70	$2,401.70	$4.60	$2,350.60
11	11	6" Base Course	S.Y.	387	$7.33	$2,836.71	$6.50	$2,515.50	$9.00	$3,483.00	$10.40	$4,024.80
12	12	8" Base Course	S.Y.	36	$8.77	$315.72	$18.00	$648.00	$16.00	$576.00	$13.60	$489.60
13	13	2" Asphaltic Concrete Driveway Paving	S.Y.	178	$24.68	$4,393.04	$24.00	$4,272.00	$25.00	$4,450.00	$29.10	$5,179.80
14	14	3" Asphaltic Concrete	S.Y.	36	$32.55	$1,171.80	$32.00	$1,152.00	$50.00	$1,800.00	$45.00	$1,620.00
15	15	Concrete Curb and Gutter Replacement	L.F.	77	$35.70	$2,748.90	$45.00	$3,465.00	$30.00	$2,310.00	$28.00	$2,156.00
16	16	6" Concrete Driveway Paving	S.F.	1880	$4.99	$9,381.20	$6.00	$11,280.00	$6.00	$11,280.00	$5.70	$10,716.00
17	17	4" Concrete Sidewalk	S.F.	4602	$4.46	$20,524.92	$4.75	$21,859.50	$4.25	$19,558.50	$4.25	$19,558.50
18	18	4" Concrete Sidewalk Replacement	S.F.	993	$5.78	$5,739.54	$7.00	$6,951.00	$7.00	$6,951.00	$6.60	$6,553.80
19	19	Detectable Warning Field	S.F.	32	$42.00	$1,344.00	$45.00	$1,440.00	$35.00	$1,120.00	$49.00	$1,568.00
20	20	Pavement Marking, White - 6"	L.F.	174	$12.60	$2,192.40	$6.00	$1,044.00	$6.00	$1,044.00	$5.05	$878.70
21	21	Turf Replacement	L.S.	1	$10,045.00	$10,045.00	$12,500.00	$12,500.00	$5,000.00	$5,000.00	$12,000.00	$12,000.00
22	22	Trees, 4" Shademaster Honeylocust	Each	2	$850.00	$1,700.00	$750.00	$1,500.00	$550.00	$1,100.00	$800.00	$1,600.00
		Subtotal for Street Construction				$87,022.49		$87,354.50		$96,147.20		$104,551.80
Total Bid Amount (Line Items 1 thru 22)						$88,022.49	(Corrected Amount)	$88,754.50		$96,747.20		$105,376.80
Bid Security/Type					10% Bid Bond		10% Bid Bond		10% Bid Bond		10% Bid Bond	
Apparent Low Bid					***							

BID TABULATION

AYRES ASSOCIATES

PROJECT:
Rebid - South Division Street Sidewalk
Roberts, Wisconsin

BID DEADLINE:
February 5, 2019
10:00 a.m., Local Time

Aslakson's Services, Inc.
1555 Bench Street
Red Wing, MN 55066
651.388.3330

Chippewa Concrete Services
3030 110th Street
Chippewa Falls, WI 54729
715.723.5004

		DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
Water Main												
1	1	Adjust Existing Curb Stop Box	Each	4	$250.00	$1,000.00	$100.00	$400.00				
2	2	Replace Curb Stop Box	Each	1	$600.00	$600.00	$300.00	$300.00				
		Subtotal for Water Main				$1,600.00		$700.00				
Street Construction												
3	3	Mobilization	L.S.	1	$7,500.00	$7,500.00	$5,750.00	$5,750.00				
4	4	Traffic Control	L.S.	1	$4,500.00	$4,500.00	$3,500.00	$3,500.00				
5	5	Remove Existing Concrete	S.Y.	48	$14.00	$672.00	$18.00	$864.00				
6	6	Remove Existing Asphalt	S.Y.	315	$5.60	$1,764.00	$9.00	$2,835.00				
7	7	Clearing and Grubbing	I.D.	98	$31.00	$3,038.00	$25.00	$2,450.00				
8	8	Earthwork	C.Y.	450	$29.00	$13,050.00	$20.00	$9,000.00				
9	9	Pavement Saw Cutting	L.F.	141	$7.50	$1,057.50	$7.50	$1,057.50				
10	10	4" Granular Subbase Course	S.Y.	511	$6.10	$3,117.10	$8.50	$4,343.50				
11	11	6" Base Course	S.Y.	387	$11.70	$4,527.90	$12.50	$4,837.50				
12	12	8" Base Course	S.Y.	36	$15.60	$561.60	$15.50	$558.00				
13	13	2" Asphaltic Concrete Driveway Paving	S.Y.	178	$25.00	$4,450.00	$23.50	$4,183.00				
14	14	3" Asphaltic Concrete	S.Y.	36	$50.00	$1,800.00	$31.00	$1,116.00				
15	15	Concrete Curb and Gutter Replacement	L.F.	77	$95.00	$7,315.00	$55.00	$4,235.00				
16	16	6" Concrete Driveway Paving	S.F.	1880	$7.20	$13,536.00	$5.50	$10,340.00				
17	17	4" Concrete Sidewalk	S.F.	4602	$6.00	$27,612.00	$4.50	$20,709.00				
18	18	4" Concrete Sidewalk Replacement	S.F.	993	$6.75	$6,702.75	$10.00	$9,930.00				
19	19	Detectable Warning Field	S.F.	32	$50.00	$1,600.00	$50.00	$1,600.00				
20	20	Pavement Marking, White - 6"	L.F.	174	$9.20	$1,600.80	$5.00	$870.00				
21	21	Turf Replacement	L.S.	1	$2,100.00	$2,100.00	$20,800.00	$20,800.00				
22	22	Trees, 4" Shademaster Honeylocust	Each	2	$950.00	$1,900.00	$1,500.00	$3,000.00				
		Subtotal for Street Construction				$108,404.65		$111,978.50				
Total Bid Amount (Line Items 1 thru 22)						$110,004.65		$112,678.50				
Bid Security/Type					10% Bid Bond		10% Bid Bond					
Apparent Low Bid												

NOTICE OF AWARD

AYRES ASSOCIATES

February 14, 2019

Darrel Haas, President
Haas Sons, Inc.
203 E. Birch Street
Thorp, WI 54771

Re: Rebid – South Division Street Sidewalk
Roberts, Wisconsin

Dear Mr. Haas:

You are hereby notified that the Village of Roberts (Owner) has awarded your firm the Contract for the referenced project based on your Bid for the work. Please:

- Execute all three copies of the enclosed Agreement.
- Obtain and execute three copies of the Bonds for the project using the enclosed forms.
- Obtain a Certificate of Insurance for the project listing the Village of Roberts as the certificate holder. The completed Certificate of Insurance must meet the insurance requirements listed in the Supplementary Conditions of the Project Manual.
- Return the Agreements, Bonds, and Certificate of Insurance to me within 10 days.

The executed Agreement is not binding until signed by the Owner; you should make no expenditures in anticipation of this work except for items pertaining to the signing of the Agreement and appurtenant forms, until you receive the Notice to Proceed.

Our manager for this project is Angi Goodwin. If you have questions concerning these forms, please contact Angi or me.

Sincerely,

Ayres Associates Inc

Robin M. Drout

Mr. Robin M. Drout, PE, CCS
Documents Specialist
715.834.3161
Fax: 715.831.7500
DroutR@AyresAssociates.com

Enclosures: Agreement Forms (3 copies)
Bond Forms (1 copy)

cc: Megan Dull, Village of Roberts
Angi Goodwin
File

File: v:\mun-ec\roberts\23-1731.00 division st sidewalks 2018\bidding\10-contract award\56820 - notice of award.docx

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	2/08/2019	Advanced Disposal		
Invoice G50005673574				
100-00-53620-390-000		Refuse & Garbage Collection		7,749.36
Invoice G50005673574				
			Total	7,749.36
	2/08/2019	AFLAC		
Invoice 094899				
100-00-21592-000-000		Aflac		153.64
Invoice 094899				
			Total	153.64
	2/08/2019	Airgas USA		
Inboice 9084779787				
100-00-53240-390-000		Machinery & Equipment		213.27
Inboice 9084779787				
			Total	213.27
	2/08/2019	All-Croix Inspections LLC		
Building Permits				
100-00-52400-390-000		Building Inspector		1,208.40
Building Permits		3887		
			Total	1,208.40
	2/08/2019	Bakke Norman SC		
Account 12787-04V				
100-00-51310-210-000		Village Attorney		249.75
Account 12787-04V				
			Total	249.75
	2/08/2019	Baldwin Lightstream		
Library				
100-00-55110-390-007		Phone (AT&T)		180.00
Library				
100-00-52110-390-003		Telephone		0.00
Police				
100-00-51210-390-000		Municipal Court		0.00
Court				
100-00-51610-390-000		Village Hall		0.00
Village Hall				

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
			Total	180.00
	2/08/2019	Baldwin Lightstream		
Library				
100-00-55110-390-007		Phone (AT&T)		121.11
Library				
100-00-52110-390-003		Telephone		121.03
Police				
100-00-51210-390-000		Municipal Court		51.00
Court				
100-00-51610-390-000		Village Hall		181.41
Village Hall				
			Total	474.55
	2/08/2019	Computer Integration Technologies, Inc		
100-00-51420-390-000		Village Clerk-Treasurer		115.00
610-00-53710-000-640		Plant Operation & Maint.		115.00
620-00-53614-000-851		Adminstrative & Gen Expense		115.00
100-00-52110-390-009		Computer Terminals, etc.		115.00
			Total	460.00
	2/08/2019	Drug Test Midwest LLC		
Drug Test Invoice 21377				
100-00-53240-390-000		Machinery & Equipment		100.00
Drug Test Invoice 21377				
			Total	100.00
	2/08/2019	E. O. Johnson Co. Inc (Dallas)		
100-00-55110-290-013		Media		564.00
			Total	564.00
	2/08/2019	Galls, LLC		
Police				

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-52110-390-018 Police		Uniforms - Dravis		148.33
			Total	148.33
	2/08/2019	General Teamsters		
John Bond Union Dues				
100-00-21515-000-002 John Bond Union Dues		Union Dues Payable - John		10.00
100-00-21515-000-003 Brian Anderson Union Dues		Union Dues Payable - Brian		10.00
100-00-21515-000-012 Chris Holmes - Union Dues		Union Dues Payable - Chris		10.00
			Total	30.00
	2/08/2019	Great-West		
01/20/2019 - 02/05/2019				
100-00-21591-000-000 01/20/2019 - 02/05/2019		WI Deferred Comp		90.00
			Total	90.00
	2/08/2019	Hawkins Water Treatment		
4430986				
620-00-53611-000-827 4430986		Operation Expenses		1,381.90
			Total	1,381.90
	2/08/2019	HUEBSCH		
Clothing				
100-00-51945-130-000 Clothing		Clothing Allowance		169.34
100-00-53270-390-000 Building & Grounds		Buildings & Grounds Operations		113.64
100-00-52110-390-022 Police		Miscellaneous		43.65
100-00-55110-390-004 Library		Maintenance(Huebsch)		74.37
100-00-51610-390-000 Village Hall		Village Hall		109.60

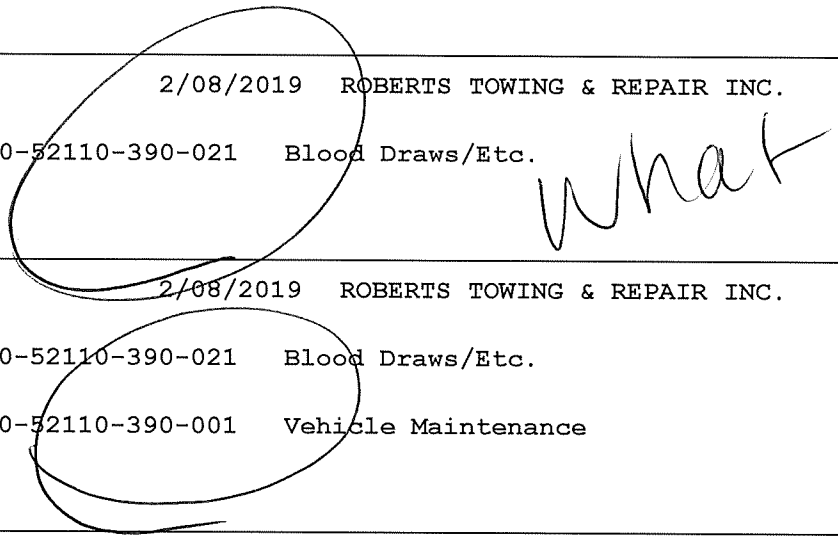
Voucher Nbr	Check Date	Payee		Amount
100-00-55200-390-000 Park		Parks		113.15
			Total	623.75
	2/08/2019	Kleven Property Assessment LLC		
Assessor				
100-00-51530-210-000 Assessor		Assessment of Property		3,935.00
			Total	3,935.00
	2/08/2019	Lexipol, LLC		
Police				
100-00-48600-000-000 Police		Other Misc. Revenues		2,403.00
			Total	2,403.00
	2/08/2019	MENARDS		
610-00-53710-000-620		Plant Operation & Maint.		49.21
			Total	49.21
	2/08/2019	MIDWEST NATURAL GAS		
Park				
100-00-55200-390-000 Park		Parks		137.96
100-00-55200-390-000 Park		Parks		259.70
610-00-53710-000-640 Water		Plant Operation & Maint.		26.12
610-00-53710-000-640 Water		Plant Operation & Maint.		27.87
100-00-51610-390-000 Village Hall		Village Hall		229.61
100-00-53270-390-000 HWY 65-1		Buildings & Grounds Operations		540.64
620-00-53611-000-827 Treatment Plant		Operation Expenses		253.71
			Total	1,475.61

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	2/08/2019	Office Depot		
100-00-51420-390-000		Village Clerk-Treasurer		46.88
100-00-51610-390-000		Village Hall		46.89
610-00-53720-000-681		General Expenses		46.89
620-00-53614-000-851		Adminstrative & Gen Expense		46.89
100-00-52110-390-010		Office Supplies		46.88
			Total	234.43
	2/08/2019	Pitney Bowes Inc. - Purchase Power		
Water				
610-00-53720-000-681		General Expenses		179.74
Water				
620-00-53614-000-851		Adminstrative & Gen Expense		179.74
Sewer				
100-00-51420-390-000		Village Clerk-Treasurer		190.29
Clerk				
100-00-51210-390-000		Municipal Court		4.57
Court				
100-00-55110-390-010		Postage		10.26
Library				
100-00-52110-390-014		Postage		17.44
Police				
410-00-56710-000-000		TIF ONE		4.07
CDA				
			Total	586.11
	2/08/2019	Quality Cleaning		
Village Hall - cleaning 02012019				
100-00-51610-390-000		Village Hall		260.00
Village Hall - cleaning 02012019				
100-00-55200-390-000		Parks		405.00
Park - cleaning 02/01/2019				
			Total	665.00

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	2/08/2019	Quick Lane of Baldwin		
	2014 Ford Explorer			
100-00-52110-390-001		Vehicle Maintenance		449.06
	2014 Ford Explorer			
			Total	449.06
	2/08/2019	ROBERTS TOWING & REPAIR INC.		
100-00-52110-390-021		Blood Draws/Etc.		150.00
			Total	150.00
	2/08/2019	ROBERTS TOWING & REPAIR INC.		
100-00-52110-390-021		Blood Draws/Etc.		150.00
100-00-52110-390-001		Vehicle Maintenance		414.10
			Total	564.10
	2/08/2019	ROBERTS/WARREN FIRE ASSOC		
	2019 Special Budget Item			
100-00-52210-390-000		Fire Department		5,000.00
	2019 Special Budget Item			
			Total	5,000.00
	2/08/2019	Securian Financial Group Inc		
	Feb March			
100-00-51947-130-000		Life Insurance		517.88
	Feb March			
			Total	517.88
	2/08/2019	Sew For "U"		
	Police			
100-00-52110-390-018		Uniforms - Dravis		9.00
	Police			
			Total	9.00
	2/08/2019	ST. CROIX COUNTY HIGHWAY		



Voucher Nbr	Check Date	Payee		Amount
100-00-53310-390-000		Street Maint.		1,246.23
			Total	1,246.23
	2/08/2019	ST. CROIX ELECTRIC CO-OP		
Electric				
620-00-53611-000-821		Operation Expenses		3,284.18
Electric				
			Total	3,284.18
	2/08/2019	Stafford Rosenbaum		
Sewer				
620-00-53614-000-851		Adminstrative & Gen Expense		900.00
Sewer				
			Total	900.00
	2/08/2019	VERIZON WIRELESS		
Water				
610-00-53710-000-640		Plant Operation & Maint.		129.37
Water				
620-00-53614-000-851		Adminstrative & Gen Expense		129.36
Sewer				
100-00-52110-390-003		Telephone		307.59
Police				
100-00-53310-390-000		Street Maint.		129.36
			Total	695.68
	2/08/2019	Water Conservation Services, Inc		
Water				
610-00-53720-000-682		General Expenses		281.24
Water				
			Total	281.24
	2/08/2019	WEST CENTRAL WISCONSIN BIOSOLIDS		
620-00-53614-000-858		Biosolids Facility		6,180.63
			Total	6,180.63

Voucher Nbr	Check Date	Payee	Amount
	2/08/2019	WISCONSIN PROFESSIONAL POLICE ASSOCIATION	
100-00-21515-000-010		Union Dues Payable - Behnke	42.00
100-00-21515-000-009		Union Dues Payable - Dravis	42.00
100-00-21515-000-010		Union Dues Payable - Behnke	42.00
		Total	126.00
		Grand Total	42,379.31

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	29,048.39
Total Expenditure from Fund # 410 - TID #1	4.07
Total Expenditure from Fund # 610 - Water Utility	855.44
Total Expenditure from Fund # 620 - Sewer Utility	12,471.41
Total Expenditure from all Funds	42,379.31