Village of Roberts
Village Board Meeting Minutes
December 16, 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: Chuck Pizzi, Katy Kapaun, Willard Moeri, Cheryl Johnson, Rand Waughtal

Absent: Chad Svacina, Mary Shemon

Guest: Peter Tharp, David Wilkin, John Kraft, Chad Posta

Meeting Minutes

Motion to approve the minutes for November 11, 2019 Village Board Meeting and November 25, 2019 and December 12, 2019 Special Board Meetings by Johnson, seconded by Pizzi. Motion carried.

Treasurer's Report

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

Public Concerns:

- Waughtal received a message that the stop sign at the corner of Division St and Ida St was twisted. This has been fixed.

Communications:

- None

Department Report

Report from Police Department – Aaron McWilliams

- Nothing to report.

Report from Director of Public Works – John Bond

- With winter hitting early we did not get the street swept or the sewers jetted and it was decided that we would jet the sewers.
- Water tower repairs are now 100% completed and report sent to the DNR.
- Had problem with plow trucks – tandem had a water pump lock up and other items. Hefty bill from River States. Salt will not be delivered until January 6th and we are hoping to have enough to get us thru this time.
- Hosted Regional Bio Solids meeting. Best attended in a long time. Potential changes coming down the road. The biggest unknown is with the chemical PFAS. Common chemical used in industries. Legislation trying to put limits on these. Currently not able to test for it and if you can test, how do you handle it? Bio solids should not see rate increase – still at 2010 rates.
- Tree on S. Division – trying to catch up with homeowner to see if they are willing to take down. Ackley is scheduled to come in and remove to trim at this time. Not sure when this will be.
- Waughtal asked about the spike in copper and if there is an update on this. Has this returned to normal? A little high in September, October and now we are back to normal in December. Again, do not use copper sulfate products to kill tree roots.

Report from Library Director – Krissa Coleman

- Christmas on Main was a successful event with over 80 people coming in for the special programs and make and take crafts.
- Join us for Holly, Jolly Holiday event on December 19th from 5:30 to 7:00 pm. We look forward to hearing the SCC high school quartet and sing-along carols, pictures with Santa, crafts, cider and cookies.
- The gas line was dug from the street to the building at the end of November. Krissa has not had any more updates since then.

Report from Municipal Judge – Peter Tharp

- Nothing to report.
- Report handed out.

Committee Reports and Recommendations

Park Board – Did not meet.

Plan Commission -

- Building Inspectors Report

CDA Board

- First meeting chaired by Jim Smith. Talked about what is around the corner for the future TID district. Willard mentioned that they offered more to developers than what we can with TID revenue. What can Roberts or the CDA do to help lure in more projects that are good fits for Roberts. Meet with Maureen in January to discuss this further. Maureen has a new contract with the CDA for 2020. The only changes are the beginning and ending dates. CDA looked at it and recommended it for approval to the Village Board. Motion to approve the contract for 3D Strategies by Pizzi, seconded by Kapaun. Motion carried.

Finance: - none
Public Safety Committee - none
Public Works Committee – none
Fire Association - none
Friends of Twin Lakes.

- Looking to work with S.E.H. on a study of Twin Lakes. The study would cost $12,400. Applying for a grant that would cover 66% of this fee and looking to Warren Township and the Village of Roberts to split the remaining amount of $4,216.00 or approximately $2,300 per municipality. The Village and Township can track their time spent on this (committee hours going forward) and would be reimbursed in-kind at $12.00 hour to draw down the remaining balance. Grant decision is made Feb 15th. The money can be paid up front and get reimbursed or they would provide 75% upfront and the rest would take a while to get. Town of Warren is on board. Fulfilled minimum requirements. Moeri asked what happens if we are denied. Friends of Twin Lakes is willing to fund the full amount of this study if municipalities cannot. Moeri has two issues – 90% of this the work has been done already and they are putting this information together for this study. The Village of Roberts is not concerned about spending the money but where does this money come from? Kapaun is willing to wait to put the money up. Discussion continued on where the money is going to come from.

Motion to be a co-sponsor to the grant by S.E.H. by Kapaun, seconded by Pizzi. Motion carried.

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III. Old Business

- Roberts Municipal Court – nothing to report
- Discussion/approval regarding reimbursement to the Village of Roberts Municipal Court for education reimbursement and the use of the Municipal Court checking account.

IV. New Business

Employee Education Requests and Expense Reports

- None

Approval of New Operator's License

- **Motion** to approve the application for Amanda Stand by Kapaun, seconded by Waughtal. Motion carried.

Discussion/approval of adding Leah Feyereisen to the Hazel Mackin Library Board.

Leah Feyereisen to replace Pete Nusbaum on the Library Board.
Motion to approve Leah Feyereisen to the board by Kapaun, seconded by Pizzi. Motion carried.

Discussion/approval of Appointing Election Workers

Motion to approve the list of election workers by Johnson, seconded by Waughtal. Motion carried.

Discussion/approval of Carryover funds from the 2019 to 2020 budget.

Motion to approve the carryover of funds from the 2019 budget to the 2020 budget as follows: Village Clerk – $10,900, Election - $2,200, Park $10,000 and $7500 by Kapaun, seconded by Johnson. Motion carried.

Discussion/approval of repairs to the furnace at Village Hall by Countryside Plumbing and Heating

One of the furnaces at Village Hall needs repair. Countryside gave an estimate for $484.27.
Motion to approve the repair on the furnace at village hall by Johnson, seconded by Pizzi. Motion carried.

Discussion/approval of roof heating unit at the Waste Water Treatment Plant.

The roof heating unit at Waste Water Treatment Plant is needing to be replaced. We have stuck a lot of money in this heating unit over the years. Last winter we spent $2,500 to repair. Countryside gave a price and so did Harris Mechanical. There is a $10,000 difference in pricing. This will come out of the Sewer Replacement Fund because it is a makeup air unit.

Motion to approve Countryside Heating to replace the unit at the WWTP for $13,375 by Pizzi, seconded by Johnson. Motion carried.

Discussion/approval of hiring a part-time Public Works Employee to assist with projects.

This person would help with snowplowing and taking away some of John's time that he spends doing daily work. No benefits. This time of year there is still a lot of vacation to take which makes us shorthanded so that they can get their time in. This would be an on-call person. Kapaun asked if we had someone in mind. Bond said that Glenn Hall would be interested in this position and he has a CDL. This would give some flexibility. Would pay $15.00 per hour. Looked at budget on how to fund this.

Motion to hire another part-time person on an-on call basis by Johnson, seconded by Waughtal. Motion carried.

Motion to fund this position by rolling over $1,600 from Street Cleaning – other expenses by Kapaun, seconded by Pizzi. Motion carried.

Discussion/approval of Invoice #7853 for RM Products Ltd for $2,983.01 for the down payment for the Chemical Shed
Motion to approve Invoice #7853 to RM Products for $1,983.01 by Kapaun, seconded by Johnson. Motion carried.

Discussion/approval of Invoice #477755 from Cemstone for $401.00 for rebar for the WWTP Project.
Rebar was used to weight down blankets to protect from snow.
Motion to approve Invoice #477755 to Cemstone for $401.00 by Kapuan, seconded by Pizzi. Motion carried.

Discussion/approval of Invoice #161390 to Tri-State Equipment for $3,735.00 for down payment on Overhead Crane.
Motion to approve Invoice #161390 to Tri-State Equipment for $3,735 by Pizzi seconded by Johnson. Motion carried.

Discussion/approval of Change Order #1 to Harris Mechanical for $10,934 for PID's
These are to cover valves that were not in the original estimate. There is no markup in fees for Clearas.
Motion to approve Change Order #1 to Clearas for a change order for Harris Mechanical for $10,934 by Waughtal, seconded by Kapaun. Motion carried.

Discussion/approval of Invoice #6105.1 to EnviroMix, Inc. for $8,962.50 for submittals.
Motion to approve Invoice #6105.1 to EnviroMix Inc. for $8,962.50 for submittals by Johnson seconded by Pizzi. Motion carried.

Discussion/approval of Invoice #041400 to Simon Electric for $23,662.60 for Electrical Payment Request #2
Motion to approve $23,662.60 for Invoice #041400 to Simon Electric by Kapaun, seconded by Johnson. Motion carried.

Discussion/approval of Invoice #2804-002.71579 to Clearas for $101,060.05 for Harris St Paul, Inc.
Motion to approve $101,060.05 to Clearas for Harris Mechanical by Pizzi, seconded by Johnson. Motion carried.

Payment of the Bills
Motion to pay the bills by Kapaun, seconded by Pizzi. Motion carried.

Other business – none

Motion to adjourn at 8:35 PM by Pizzi, seconded by Johnson. Motion carried.

Megan Dull
Village Clerk