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

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- 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.

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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

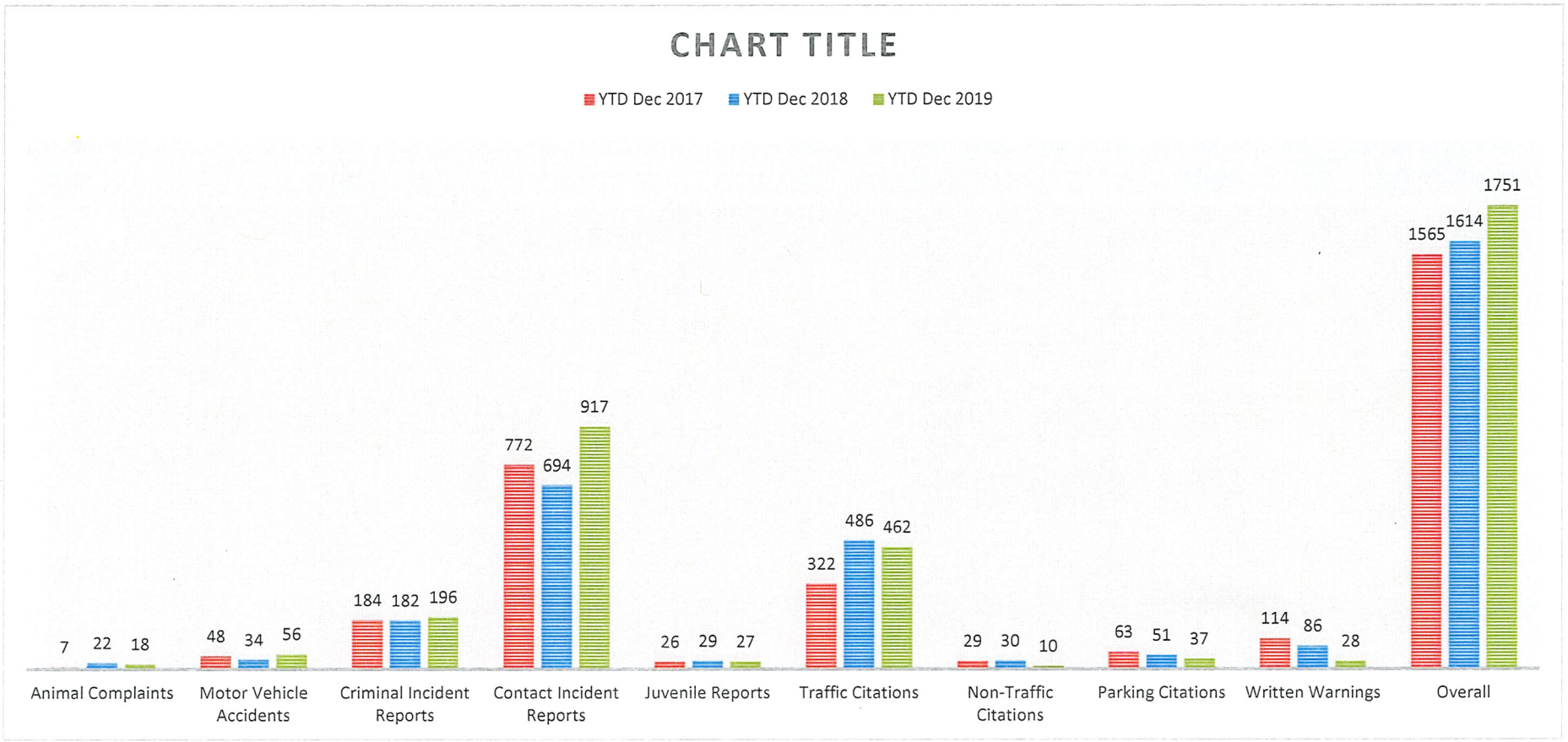
Motion to adjourn at 8:35 PM by Pizzi, seconded by Johnson. Motion carried.

Megan Dull
Village Clerk

TREASURER'S REPORT
January 1, 2020

General Fund	Beginning Balance - 12/1/2019	$974,482.32	
Receipts		$1,038,816.97	2.49%
Interest		$1,510.37	
Disbursements		$155,362.52	
Balance		$1,859,447.14	
Balance (12/31/2019)		$1,859,447.14	
Impact Fee	Balance - 12/1/2019	$627,942.99	
	Deposit	$5,050.00	
	Withdrawals		
	Interest - 2.49%	$933.36	
	(12/31/2019)	$633,926.35	
Sewer Impact Fee	Balance - 12/1/2019	$121,162.18	
	Deposit		
	Interest - 2.49%	$179.45	
	Balance - (12/31/2019)	$121,341.63	
CDA Account	Balance - 12/1/2019	$53,337.02	
	Interest - 2.49%	$79.00	
	Balance - (12/31/2019)	$53,416.02	
Compensated Absences	Balance - 12/1/2019	$34,922.93	
	Interest - 2.49%	$51.73	
	Deposit		
	Balance - (12/31/2019)	$34,974.66	
Impact Fee Account CD	11/29/2020	$419,569.75	2.95%
Money Market	Balance - 12/1/2019	$517,153.86	
	MMA Interest	$765.95	2.49%
	Balance - (12/31/2019)	$517,919.81	
General Fund CD	Maturity Date 12/10/20	$575,048.97	2.38%
Investment Pool CD (Bremer Bank)		$375,731.27	1.15%

	General Fund	-152,087.96
Assigned Funds:	Machinery & Equipment	26,196.00
	Park Outlay	4,500.00
	Park Development	25,901.00
	Park Outlay - Tennis Courts	15,500.00
	Police Car	-2,535.00
	Capital Project Streets	28,777.88
	TIF #1 Retirement	323,350.00
	TIF #2 Fund	550,000.00
	Capital Acquisition Fund	175,947.00
	Sewer Account	72,741.37
	Sewer Replacement #1	72,994.29
	Sewer Replacement #2	62,717.25
	Water	264,443.42
	Cty TT/Graham St Repair	(8,929.20)
	Library Outlay	884.00
	park - general	1,000.00
	police general	3,300.00
	Court	2,000.00
	stormwater	2,000.00


CHART TITLE
YTD Dec 2017
YTD Dec 2018
YTD Dec 2019
7
22
18
48
34
56
184
182
196
772
694
917
26
29
27
322
486
462
29
30
10
63
51
37
114
86
28
1565
1614
1751
Animal Complaints
Motor Vehicle Accidents
Criminal Incident Reports
Contact Incident Reports
Juvenile Reports
Traffic Citations
Non-Traffic Citations
Parking Citations
Written Warnings
Overall

2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Animal Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Accidents	0	0	0	0	0	0	0	0	0	0	0	0	0
Criminal Incident Reports	1	0	0	0	0	0	0	0	0	0	0	0	1
Contact Incident Reports	17	0	0	0	0	0	0	0	0	0	0	0	17
Juvenile Reports	0	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Citations	1	0	0	0	0	0	0	0	0	0	0	0	1
Non-Traffic Citations	0	0	0	0	0	0	0	0	0	0	0	0	0
Parking Citations	5	0	0	0	0	0	0	0	0	0	0	0	5
Written Warnings	2	0	0	0	0	0	0	0	0	0	0	0	2

Plan Commission Meeting
Village of Roberts
Thursday, January 2, 2020

The Plan Commission meeting was called to order by President Moeri at 7:00 PM.

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

Present: Katy Kapaun, Jerry Weiss, Chad Svacina, Steve Melby, Willard Moeri, David Wilkin
Absent: Helen Kusilek
Visitor: Peter Tharp, John Bruening, Dustin LaBlonde – Cedar Corp, Bill Derrick Jr.

Building Inspector Report

- Asked for listing of all 2019 Permits that were issued. – Megan will follow up on.

Discussion/approval of Business Plan of Operation for Air Tec Sports Inc at 801 Wagner Drive.

- Motion to approve the Business Plan of Operation for Air Tec Sports, Inc by Kapaun, seconded by Weiss. Motion carried.

Discussion/approval of 10-acre CSM for Harris Rebar on 130th Avenue in the future Rail Park – Dustin LaBlonde, Cedar Corp.

- 10-acre parcel building for delivery of storage of steel office. Mostly using rail. Truck and rail will go thru the building.
- Derrick has been hired by Harris to spear head this project. Rail will take a while. They really want the facility opened by end of 2020. Cedar Corp is doing the engineering and architectural work. Part of the agreement is to have the CSM and also a survey completed. Felt it was important enough to let the Village know what is going on because they want to move dirt by May 1st. Cedar Corp is working on site plan at this time. There have been meetings with Harris to make sure this CSM will work. Combining Minneapolis and Menomonie location to Roberts. Harris is a subsidiary of New Core Steel. Gap at property line of 8 feet to allow future switch and also water retention. Similar what Russ Metals wanted when they were looking at the Rail Park.
- Dustin looking for contingent approval based on Angi's review.
- Asked about truck traffic and how 130th would handle this. Township was concerned about traffic going to County Road TT. Derrick recommended to them that it should go to the North.
- There will be no internal streets at this time. Only access to 130th. They will bring water and sewer (like they did for Russel Metals) to this location.
- Asked about another spur in the future. Derrick will contribute to bring rail to the property line and for this they will be able to use the rail for future property. The back of this property could also be serviced by rail if needed. This gets the first user in to use the rail which should help with the future users.
- Weiss asked if the rail would be in by the end of the year and at this point, they are hoping but that depends on the rail.
- Discussed that Angi could not be at this meeting but there was a memo handed out regarding this topic. She needs more information to feel comfortable recommending approval of the CSM

tonight. She would like it labeled preliminary and contingent on her discussing this project with Cedar Corp so that she gets up to speed on what they are looking for.

- Motion to approve the Preliminary CSM contingent on the upcoming meetings and Angi's approval by Svacina, seconded by Kapaun. Motion carried.

Discussion/approval of potential business at 103 E Locust Street and timeline for water/sewer hookup, etc.

- John Bruening has had four contractors give sewer water quotes for this location. There currently is no sewer/water to this property. Lease is up in March and would like to occupy this location.
- When property was divided the shop did not have sewer/water. They could not get a contractor until spring. Nashville's were set to put this in but we are not sure on the deadline.
- Moeri asked if this could be put in writing by an attorney and Bruening said yes. It needs to have a firm date on when this will be done. Looking at 70 feet from curb stop and another fifty feet to the building. They had a steel storage rack on the south side of the building and they are looking to take this off. LaVenture Crane is giving a bid on removing the press break and sheer. Bathroom would be right behind the small office in the front of the building.
- Bruening will continue to own this location and contract for deed to Jorge and JGC Paint Work LLC.
- Motion to accept the business plan for JGC Paint contingent upon the sewer/water requirements by May 15th by Weiss, seconded by Svacina. Motion carried.

Other Business:

- Blake Kelly was here as was David Wilkins regarding the lot at 204 W Main.
- Blake is wanting to add on to the existing building but there is a crack that will need to be repaired at this same time. Blake asked if the bottom would have to be commercial or if it could be a "duplex" type setting instead?
- Moeri stated that it is the decision of the boards to decide what to do with this property.
- Existing building is two levels but looking to add on. The new building would be a duplex.
- Dave's building has been there a long time. They have lost three windows to the café and some basement windows. With a new building going up they will lose the windows there. This will cause value to go down both looks wise and money wise.
- Moeri stated that if you are interested put a bid in with the realtor. The Village Board will decide what to do with this.

Motion to adjourn at 8:15 PM by Kapaun, seconded by Wilkin. Motion carried.

Megan Dull,
Village Clerk

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

Owner/Address	Description/Permit #	Estimated Value
OEVERING HOMES 1104 SUSAN LN 54023	RESIDENTIAL NEW SINGLE B-19-191084	213,500
TOTAL NEW SINGLE FAM CONSTRUCTION:	1	213,500

RESIDENTIAL RENOVATIONS

Owner/Address	Description/Permit #	Estimated Value
KELSEY, JAKOB 108 S MEADOW LANE 54023	BASEMENT FINISH B-19-191087	25,000
HUEHN, DARLENE 357 DAKOTA AVE 54023	WINDOW REPLACEMENT G-19-191099	8,409
MORSCHING, BRANDON 308 E CHEYENNE ST 54023	BASEMENT FINISH B-19-191105	6,000
TOTAL RESIDENTIAL RENOVATIONS	3	39,409
TOTAL ALL RESIDENTAL CONSTRUCTION:	4	252,909

TOTAL # OF BUILDING PERMITS / VALUE:	4	252,909

CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
12/23/2019	425 CHEYENNE ST 54023	PERMANENT
12/23/2019	427 CHEYENNE ST 54023	PERMANENT

TOTAL PERMIT & INSPECTION FEES COLLECTED: 2,578.00

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
BASEMENT FINISH	2	31,000
RESIDENTIAL NEW SINGLE FAMILY	1	213,500
WINDOW REPLACEMENT	1	8,409
TOTALS	4	252,909

INSPECTIONS BY TYPE

PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	28	18	10
TOTALS	28	19	10

PLAN OF BUSINESS OPERATION
VILLAGE OF ROBERTS
ROBERTS, WI 54023

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1. Name of Business Operation: Airtec Sports Inc.
2. Address of Operation: 801 Wagner Dr, Robert's WI 54023
3. Name and Address of Owner/Application: Airtec Sports 7435 Kent Ave, Eau Claire, WI 54701 Phone Number: 715-577-4746
4. Name and Address of Building Owner: Lewis Family LLC / Chip Lewis W860 Cedar RD, Eau Claire, WI 54701
5. New Use? X Or Expansion of Existing Use? _____
6. Retail? X, Wholesale? _____, Manufacturing? _____ Other _____
7. Description of Operation: Power Sports & Marine Sales and Service
8. Outside Storage? X. If yes, what is stored and where? Units Front and back sides of building How is it screened? Fencing
9. Expected # of Trucks/Day: 1-2 When? 9am-5pm And, # of Autos/Day 20-30
10. Overnight Parking of: Trucks N/A Autos 1 Equipment N/A
11. Available Off street Parking Spaces: _____ Off street Loading Spaces _____
12. Expected Hours of Operation: 9 AM to 5 PM, 6 Days/Week _____
13. Maximum # of Employees: Full Time 10 Part Time 2
14. Sewer Disposal by: Public Sewer X Holding Tank _____
15. Water Supply by: Public Water Main X Private Well _____
16. Method and Sequence of Solid Waste Disposal: River City Disposal
17. Flammable Substance Storage Gas Where inside fence area Type of Container steel portable
18. Hazardous Materials Used N/A Stored N/A Quantity _____
19. Method of Building/Grounds Maintenance: Facility manager
20. Any Special or Required Provisions or other pertinent information _____
21. Method of Property Security Security system

Signature of Owner/Applicant: _____

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.

PLAN OF BUSINESS OPERATION
VILLAGE OF ROBERTS
ROBERTS, WI 54023

1. Name of Business Operation: JGC paint work LLC
2. Address of Operation: 103 S. Locust Street, Roberts WI 54023
3. Name and Address of Owner/Application: Jorge Garcia
   Phone Number: 651-285-8498
4. Name and Address of Building Owner: John R Bruening
   E5436 Cty Rd WW Ridgeland, WI. 54763
5. New Use? Storage Shop Or Expansion of Existing Use? _____
6. Retail? _____, Wholesale? _____, Manufacturing? _____ Other ✓
7. Description of Operation: Permitted accesory uses 2(A) Garages for storage of licensed vehicles used in conjunction with the operation of a busines
8. Outside Storage? Yes. If yes, what is stored and where? Trailers and vehicles
   _____ How is it screened? _____
9. Expected # of Trucks/Day: 4 When? mornings only And, # of Autos/Day _____
10. Overnight Parking of: Trucks no Autos _____ Equipment _____
11. Available Offstreet Parking Spaces: no Offstreet Loading Spaces _____
12. Expected Hours of Operation: 7:00 AM to 7:00 PM, _____ Days/Week _____
13. Maximum # of Employees: Full Time 8 Part Time 0
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: _____
17. Flammable Substance Storage no Where _____ Type of Container _____
18. Hazardous Materials Used no Stored _____ Quantity _____
19. Method of Building/Grounds Maintenance: _____
20. Any Special or Required Provisions or other pertinent information _____
21. Method of Property Security Alarm

Signature of Owner/Applicant: Jorge Garcia John R Bruening

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.

VILLAGE OF ROBERTS

Applicant's Name: Ambassador Steel Corporation	Telephone No. 715-235-9081 Fax No. 715-235-2727
Address: 1505 Hwy 65 PO Box 445, New Richmond, WI 54017	
Property Owner: Crane I Holdings, LLC	Telephone No. Fax No.
Address: 1505 Hwy 65, New Richmond, WI 54017	

Request for:

- Zoning District Change ($75)
- Special Use Permit ($75)
- Conditional Use Permit ($100)
- Certified Survey Map Approval ($75)
- Board of Appeals ($100)
- Other _____

Above may include advertising costs.

Status of Applicant:

Owner Agent (Buyer) Other

Present Zoning:	Zoning Requested:
Uses Proposed:	Acreage(s): 10.00

Location: NE1/4 – SE1/4, SECTION 22, TOWNSHIP 29 NORTH, RANGE 18 WEST

Parcel I.D. Number 042-1063-40-000

Legal Description: SEE ATTACHED CSM
(Attach legal if needed)

The undersigned applicant or representative, thereof, certifies that he/she is familiar with the State and local code applicable to this request, the procedural requirements of the Village and/or Township, and all other application Village ordinances.

Signature of Applicant/Representative:

(print) Dustin J. LaBlonde, PLS (Cedar Corporation) Date 12/30/2019

(signature) _____ Date 12/30/2019

Application received by: Date

Fees Paid and Date:

Zoning District Change	$_____	Date_____
Special Use Permit	$_____	Date_____
Conditional Use Permit	$_____	Date_____
Board of Appeals	$_____	Date_____
Other	$_____	Date_____

12/30/19

EDUCATION/TRAINING REQUEST FORM

NAME: Brian & John

EVENT: WWOA wastewater Conference

EDUCATION REQUEST ✓ **STAFF DEVELOPMENT** __

LOCATION: Wis Dells

DATES: Oct 20-23

ESTIMATE OF COST (Mileage, meals, lodging, other)

$1200.00

DESCRIPTION OF CLASSES

Training classes for continuing education credits for wastewater certification

EDUCATION/TRAINING REQUEST FORM

NAME: John Bond

EVENT: WWOA Technical committee

EDUCATION REQUEST __ **STAFF DEVELOPMENT** X

LOCATION: Delevan

DATES: 2-17-20

ESTIMATE OF COST (Mileage, meals, lodging, other)

0

DESCRIPTION OF CLASSES

Plan education classes for wastewater for 2020

EDUCATION/TRAINING REQUEST FORM

NAME: Brian & John

EVENT: WRWA water conference

EDUCATION REQUEST ✓ STAFF DEVELOPMENT __

LOCATION: Lacrosse Wi

DATES: 3-17 to 3-20

ESTIMATE OF COST (Mileage, meals, lodging, other)

$1200.00

DESCRIPTION OF CLASSES

Training classes for water continuing education credits

EDUCATION/TRAINING REQUEST FORM

NAME: Aaron McWilliams

EVENT: WI Chiefs of Police Annual Winter Conference

EDUCATION REQUEST __ **STAFF DEVELOPMENT** X

LOCATION: Kalahari Resort WI Dells

DATES: Feb 9-13th

ESTIMATE OF COST (Mileage, meals, lodging, other)

$100 conference fee, Lodging $273, meals $40= $413.00

DESCRIPTION OF CLASSES

Annual winter conference of all 400 Chiefs in the state. Multiple workshops and legal update for 2020.

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 4

Date of Issuance:	12/10/19	Effective Date:	12/10/19
Owner:	Village of Roberts	Owner's Contract No.:	
Contractor:	Clearas Water Recovery	Contractor's Project No.:	
Engineer:	Weston Solutions, Inc.	Engineer's Project No.:	15589.001.002
Project:	Wastewater Treatment Plant Upgrades	Contract Name:	Clearas Expanded Scope

The Contract is modified as follows upon execution of this Change Order:

Description: This modification is to recover costs associated with moving blankets and snow as a part of the winter weather efforts.

Attachments: *Proposal from Harris Mechanical to Clearas.*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES *[note changes in Milestones if applicable]*
Original Contract Price: $ 837,660	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase from previously approved Change Orders No. 2 and 3: $ 31,622	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: $ 869,282	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase of this Change Order: $ 808	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: $870,090	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: Megan Abbott	By:	By:
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Senior Project Engineer	Title	Title
Date: 12/10/19	Date	Date

Approved by Funding Agency (if applicable)

By: _____ Date:

Title: _____

909 MONTREAL CIRCLE
ST. PAUL, MN 55102

December 10, 2019

Attn: Autumn Fisher
Clearas Water Recovery
1500 Clark Fork Lane
Missoula MT 59808

Subject: Harris Cost for Blanket Removals

ADD OF: $808.00

CLARIFICATIONS OF INCLUSIONS IN PROPOSAL

- See attached extra work ticket for the hours to remove and reinstall the blankets

CLARIFICATIONS OF EXCLUSIONS IN PROPOSAL

Sincerely,

Kris Bos

Project Manager

CONTRACTOR CHANGE ORDER PROPOSAL

MMPS Project
900 South 5th Street
Minneapolis, MN

HARRIS COMPANIES

Change Request No.

Customer: Clearas
Contractor: Harris Mechanical
Date: December 10, 2019
Submitted By: Kris Bos

Harris Job No: 71579
Harris Est No:
Cost Code: 0

Proposal Scope: **CR No.** 3 **RFI No.** **CCD No.** **Est Rev** 0
Harris Blanket Removals

Labor	Rate Period	0.0% 5/14 to 4/16 Plbr Rate	Plbr Hrs	100.0% 5/18 to 4/19 PF Rate	PF Hrs	0.0% 5/18 to 4/17 SM Rate	SM Hrs	Amount	Totals
Field Labor									
General Foreman Labor		$81.65	-	$84.24	-	$81.76	-	$0.00	
Foreman Labor		$88.94	7.50	$78.00	-	$80.48	-	$667.05	
Journeyman Labor		$81.22	1.00	$81.22	-	$77.90	-	$81.22	
Apprentice Labor		$58.79	-	$87.30	-	$62.03	-	$0.00	
Premium Labor - 5-10's schedule						$77.90	-	$0.00	
Shop Labor									
SM Shop Labor		$ 88.60	-					$0.00	
Pipe Shop Labor		$ 101.31	-					$0.00	
Shop Delivery		$ 61.95	-					$0.00	
Admin Labor									
Project Director		$100.00	-					$0.00	
Sr. PM Labor		$90.00	-					$0.00	
PM Labor		$86.00	-					$0.00	
PE Labor		$70.00	-					$0.00	
Safety/QC		$70.00	-					$0.00	
CADD Labor		$86.00	-					$0.00	
Parking		$1.50						$0.00	
Labor Mark Up		10.0%						$72.83	
Total - Labor									**$801.10**
Material									
Material Cost								$0.00	
Sales Tax		5.1%						$0.00	
Material Mark-up		10.0%						$0.00	
Total - Material									**$0.00**
Subcontractor									
Subcontractor Cost								$0.00	
Subcontractor Mark-up		5.0%						$0.00	
Total - Subcontractor									**$0.00**
Rentals, Small Tools & Consumables									
Small Tools & Consumables								$0.00	
Capital Tools and Equipment Rentals								$0.00	
Outside Rentals								$0.00	
Mark-up		10.0%						$0.00	
Total - Rentals, Small Tools, Consumables									**$0.00**
Permit/Bond									
Permit		0.00%						$0.00	
Performance/Payment bond		0.82%						$6.57	
Mark-up		10.0%						$0.66	
Total - Permit/Bond									**$7.23**
Proposal Total									**$808.00**

Inclusions

Exclusions:

HARRIS COMPANIES

EXTRA WORK VOUCHER

VOUCHER NO. 3638

SOLD TO: WESTIN SOLUTIONS

JOB NAME: WWTF ROBERTS WI.

CONTRACT NO.

JOB PHASE: UNDERGROUND UTILITIES, WASTE & VENT

REQUESTED BY

NATURE OF WORK: REMOVE BLANKETS TO KEEP GROUND FROM FREEZING

THE FOLLOWING MATERIAL AND LABOR WAS USED IN DOING THE ABOVE WORK

QUANTITY	MATERIAL	AMOUNT
	SUBTOTAL	
	SALES TAX	
	TOTAL MATERIAL	

CLASS	NAME	ST. HRS.	O.T.	RATE	AMOUNT
FM	RANDALL WEISER 11/25 11/26 11/27 12/2	6			
FM	CARL DODGE 12/5	1½			
JM	TRENT HEYER 12/6	1			
	TOTAL LABOR	8½			

SUBCONTRACTOR — VOUCHER NO.

MISCELLANEOUS

EQUIPMENT RENTAL

TRUCKING

TOTAL EQUIPMENT

WORK COMPLETED: YES / NO

DATE: 12/6/19

AUTHORIZED BY: WESTIN SOLUTIONS
COMPANY

RANDALL WEISER
HARRIS CONTRACTING CO.

WHITE: OFFICE COPY — YELLOW: CUSTOMER COPY — PINK: OFFICE COPY — GOLD: FIELD COPY

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 5

Date of Issuance: 12/16/19
Effective Date: 12/16/19

Owner: Village of Roberts
Owner's Contract No.:

Contractor: Clearas Water Recovery
Contractor's Project No.:

Engineer: Weston Solutions, Inc.
Engineer's Project No.: 15589.001.002

Project: Wastewater Treatment Plant Upgrades
Contract Name: Clearas Expanded Scope

The Contract is modified as follows upon execution of this Change Order:

Description: This modification is to recover additional directional drilling costs above and beyond those approved in CO2. The additional costs are associated with connections inside the building rather than outside, insulation, and high groundwater. In addition there are some winter weather conditions that impacted work detailed in this price breakdown.

Attachments: *Proposal from Harris Mechanical to Clearas.*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES *[note changes in Milestones if applicable]*
Original Contract Price: $ 837,660	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase from previously approved Change Orders No. 2, 3, and 4: $ 32,430	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: $ 870,090	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase of this Change Order: $ 16,413	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: $886,503	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: Megan Abbott	By:	By:
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Senior Project Engineer	Title	Title
Date: 12/16/19	Date	Date

Approved by Funding Agency (if applicable)

By: _____ Date:

Title: _____

909 MONTREAL CIRCLE
ST. PAUL, MN 55102

December 16, 2019

Attn: Autumn Fisher
Clearas Water Recovery
1500 Clark Fork Lane
Missoula MT 59808

Subject: CKC Blanket Removals, and additional waterline install scope

ADD OF: $16,413.00

CLARIFICATIONS OF INCLUSIONS IN PROPOSAL

- See change order request from CKC as well as signed time tickets from Weston

CLARIFICATIONS OF EXCLUSIONS IN PROPOSAL

Sincerely,

Kris Bos

Project Manager

CONTRACTOR CHANGE ORDER PROPOSAL

MMPS Project
900 South 5th Street
Minneapolis, MN

HARRIS COMPANIES

Change Request No.

Customer: Clearas
Contractor: Harris Mechanical
Date: December 16, 2019
Submitted By: Kris Bos 4

Harris Job No: 71579
Harris Est No:
Cost Code: 0

Proposal Scope: **CR No.** 4 **RFI No.** **CCD No.** **Est Rev** 0
CKC Blankets and Extra Work for the water line install

Labor	*Rate Period*	*0.0% 5/14 to 4/18*		*100.0% 5/18 to 4/18*		*0.0% 5/18 to 4/17*		**Amount**	**Totals**
Field Labor		**Plbr Rate**	**Plbr Hrs**	**PF Rate**	**PF Hrs**	**SM Rate**	**SM Hrs**		
General Foreman Labor		$81.65	-	$84.24	-	$81.76	-	$0.00	
Foreman Labor		$88.94	-	$78.00	-	$80.46	-	$0.00	
Journeyman Labor		$81.22	-	$81.22	-	$77.90	-	$0.00	
Apprentice Labor		$58.79	-	$67.30	-	$62.03	-	$0.00	
Premium Labor - 5-10's schedule						$77.90	-	$0.00	
Shop Labor									
SM Shop Labor		$ 88.60	-					$0.00	
Pipe Shop Labor		$ 101.31	-					$0.00	
Shop Delivery		$ 61.95	-					$0.00	
Admin Labor									
Project Director		$100.00	-					$0.00	
Sr. PM Labor		$90.00	-					$0.00	
PM Labor		$86.00	-					$0.00	
PE Labor		$70.00	-					$0.00	
Safety/QC		$70.00	-					$0.00	
CADD Labor		$86.00	-					$0.00	
Parking		$1.50						$0.00	
Labor Mark Up		10.0%						$0.00	
Total - Labor									**$0.00**
Material									
Material Cost								$0.00	
Sales Tax		0.0%						$0.00	
Material Mark-up		10.0%						$0.00	
Total - Material									**$0.00**
Subcontractor									
Subcontractor Cost								$15,492.00	
Subcontractor Mark-up		5.0%						$774.60	
Total - Subcontractor									**$16,266.60**
Rentals, Small Tools & Consumables									
Small Tools & Consumables								$0.00	
Capital Tools and Equipment Rentals								$0.00	
Outside Rentals								$0.00	
Mark-up		10.0%						$0.00	
Total - Rentals, Small Tools, Consumables									**$0.00**
Permit/Bond									
Permit		0.00%						$0.00	
Performance/Payment bond		0.82%						$133.39	
Mark-up		10.0%						$13.34	
Total - Permit/Bond									**$146.73**
Proposal Total									**$16,413.00**

Inclusions

Exclusions:

Blower piping size change

CKC Contracting, Inc.

3052 Echo Lake Ave, Suite A • Mahtomedi, MN 55115 • PHONE: (651) 436-4160 FAX: (651) 436-4161
Affirmative Action / Equal Opportunity Employer

December 13, 2019

Kristopher Bos
Harris Company
909 Montreal Circle
St. Paul, MN 55102

Re: Village of Roberts – Additional Scopes-Blankets Handling & Snow Removals
Water-Insulations/Ground Water Conditionals/Relocations

CHANGE ORDER REQUEST No. 1

1. Blanket Handling & Rental - Snow Removals: **ADD: $4,183**

a. Labor $2,057
b. Equipment $2,126

- *Blankets figured for 2 months rental with labor & equipment to pick up and put away*

2. Waterline install additional scopes: **ADD: $11,309**

a. Labor $4,218
b. Equipment $3,917
c. Materials $2,657
d. Subcontractors $ 517

- *Ground water issues-rock, hydraulic shoring*
- *F&I insulations, tracing wire, brick, spec mix, sealing of service*
- *Change of locations, unmarked utilities that were unknown excavations for DD*
- *Core drill service entry*

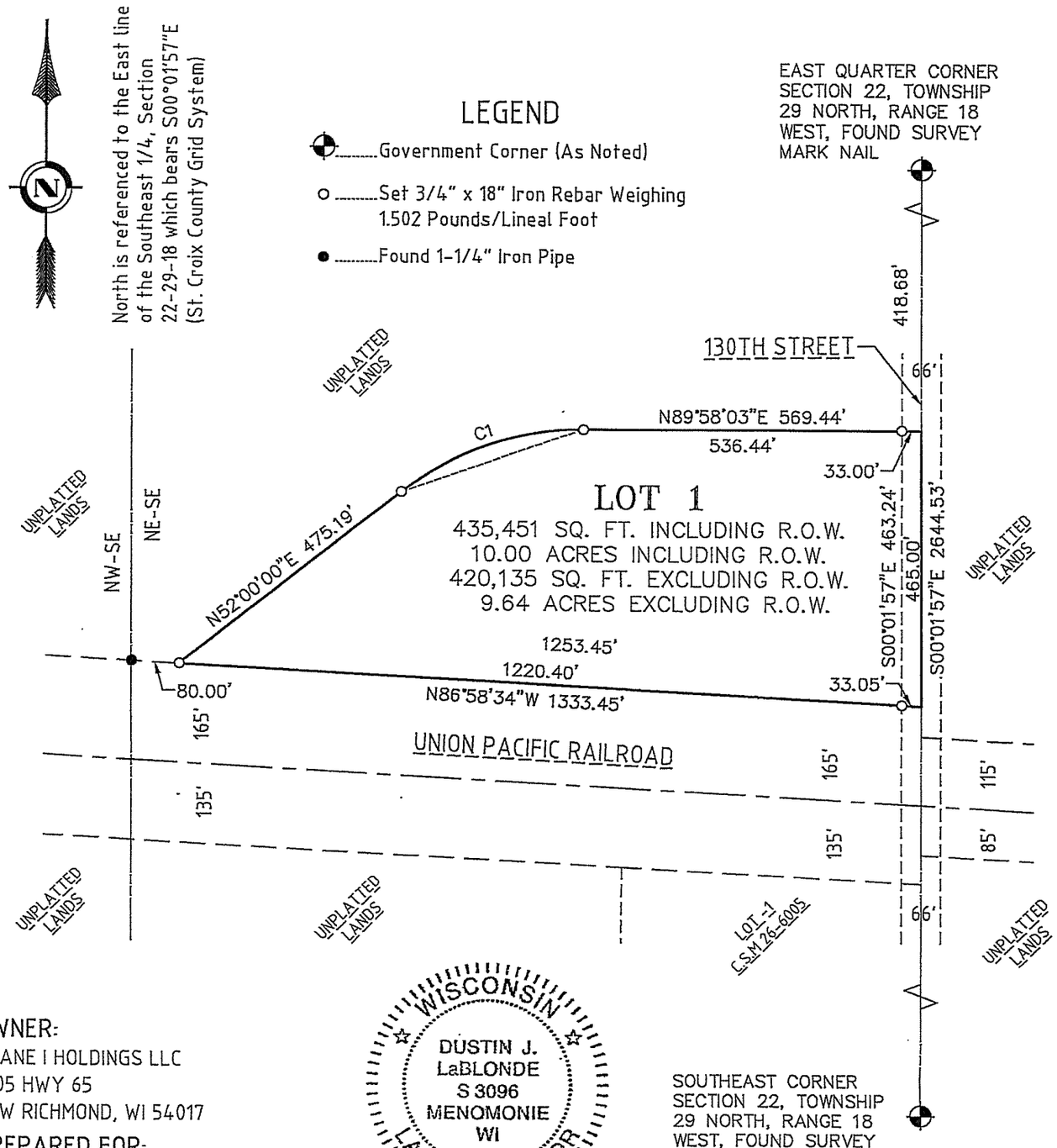
Total Change Order Request: ADD: $15,492

Regards;

Kelly Mireau
President/Sr. Estimator/PM

CERTIFIED SURVEY MAP NO._____
VOLUME _____, PAGE _____.

PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER, SECTION 22, TOWNSHIP 29 NORTH, RANGE 18 WEST, VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN



OWNER:
CRANE I HOLDINGS LLC
1505 HWY 65
NEW RICHMOND, WI 54017

PREPARED FOR:
AMBASSADOR STEEL CORPORATION

WISCONSIN
DUSTIN J. LaBLONDE S 3096 MENOMONIE WI
LAND SURVEYOR
12/30/2019

Curve Table							
Curve #	Length	Radius	Delta	Chord Bearing	Chord Length	1st Tangent	2nd Tangent
C1	331.33'	500.00'	37°58'03"	N70°59'01"E	325.30'	N52°00'00"E	N89°58'03"E

SCALE: 1" = 250'

0' 250' 500'

Dustin J. LaBlonde, PLS
Cedar Corporation
604 Wilson Avenue
Menomonie, Wisconsin 54751

___/___/_____ COMPLETION DATE OF THE FIELDWORK

CERTIFIED SURVEY MAP NO._____
VOLUME _____, PAGE _____.

PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER, SECTION 22, TOWNSHIP 29 NORTH, RANGE 18 WEST, VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, Dustin J. LaBlonde, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped part of the Northeast quarter of the Southeast quarter of Section 22, Township 29 North, Range 18 West, Village of Roberts, St. Croix County, Wisconsin, more particularly described as follows:

Commencing at the East quarter corner of said Section 22;
Thence S00°01'57"E 418.68 feet along the East line of the Southeast quarter of said Section 22 to the point of beginning;
Thence S00°01'57"E 465.00 feet along said East line to the Northerly right-of-way of the Union Pacific Railroad;
Thence N86°58'34"W 1253.45 feet along said Northerly right-of-way;
Thence N52°00'00"E 475.19 feet;
Thence Easterly 331.33 feet along the arc of a 500.00 foot radius curve concave Southerly whose chord bears N70°59'01"E 325.30 feet;
Thence N89°58'03"E 569.44 feet to the point of beginning.

Said parcel contains 435,451 square feet (10.00 acres) more or less including right-of-way and 420,135 square feet (9.64 acres) more or less excluding right-of-way.

That I have made such survey, land division, and map at the direction of Ambassador Steel Corporation. That such map is a correct representation of the exterior boundaries of the land surveyed, and the subdivision thereof made. That I fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, A-E 7 of the Wisconsin Administrative Code and the subdivision regulations of the Village of Roberts in surveying, dividing and mapping the same. Said survey is subject to easements of record.

Dated this 30th day of December, 2019.

Dustin J LaBlonde, P.L.S. #3096



VILLAGE BOARD RESOLUTION

Resolved, that this Certified Survey Map in the Village of Roberts, Crane I Holdings, LLC, owner is hereby approved by the Village Board.

Willard Moeri, Village President _____ Date _____

I hereby certify the the foregoing is a copy of a resolution adopted by the Village Board of the Village of Roberts.

Megan Dull, Village Clerk _____ Date _____

Dustin J. LaBlonde, PLS
Cedar Corporation
604 Wilson Avenue
Menomonie, Wisconsin 54751

VILLAGE OF ROBERTS

ORDINANCE 2020-01

The Village Board of the Village of Roberts does ordain as follows:

SECTION I.

Section 10-31 of the Municipal Code of the Village of Roberts be amended to abolish the Village of Roberts Municipal Court at the end of the current judicial term of April 30, 2021.

Section II SEVERABILITY

If any provision of this Ordinance or any application of this Ordinance to any person or circumstance is found to be invalid or unconstitutional, such a finding shall not affect the other provision or applications of this Ordinance which can be given effect without the invalid or unconstitutional provisions or applications.

SECTION III. EFFECTIVE DATE

This Ordinance shall take effect upon passage and publication as provided by law.

Adopted this _____date of _____.

Village of Roberts

_____

Willard Moeri, Village President

_____

Megan Dull, Village Clerk – Treasurer

Voted for: _____
Voted against: _____
Abstained: _____
Date adopted: _____
Effective date: _____