

**VILLAGE OF ROBERTS  
REGULAR VILLAGE BOARD MEETING  
ROBERTS VILLAGE HALL  
MONDAY, December 11, 2023 – 6:00 PM**

**Regular Village Board Meeting Agenda**

Call to order.

Pledge of Allegiance

Approval of Village Board minutes of November 13, 2023, and Special Meeting on November 27, 2023

Approval of Treasurer's Report.

Public Concerns (limited to 3 minutes)

Communications

- Invite to Employee Holiday Meal on December 19<sup>th</sup>.
- Legal Updates

**I. Department Reports**

- A. Report from Police Department
- B. Report from Director of Public Works
- C. Report from Library Director
- D. Report from the Village Clerk
  - Discussion/approval of investing new loan funds until used.

**II. Committee Reports and Recommendations**

- A. Park Board
  - Discussion/approval of replacing the pavilion at the Roberts Park
  - Discussion/approval of the Village Attorney drafting an agreement between the Lion's Club and the Village of Roberts regarding the use of the Lions Den.
- B. Plan Commission
  1. Building permits issued and the Building Inspectors Report.
  2. Dan Hable's request for a Conditional Use Permit for living quarters.
- C. CDA Board
- D. Finance Committee
- E. Public Safety Committee
- F. Public Works Committee
- G. Fire Association
- H. Twin Lakes Joint Committee – does not currently meet.
- I. Joint Comprehensive Plan Committee
  - Joint meeting the Plan Commission on December 13<sup>th</sup>

**III. Old Business**

- Discussion/action on side yard driveway issue in Rolling Meadows.
- Discussion/follow-up to revise the Special Assessment Ordinance 54-6 & 54-4 for clarification (January)
- Discussion of sewer/water bill restructuring
- Discussion of grain elevator photos next steps
- Update Budget ordinance in December.

**IV. New Business**

1. Employee Education Requests and Expense Reports.
2. Approval of New Operator's Licenses.
3. Discussion/approval of updated Operator's License Form.
4. Discussion/approval of Election Inspectors list for 2024-2025.
5. Discussion/approval of 2023 Board Appointments – updated.
6. Discussion/approval of Village acceptance for the public improvements for Kwik Trip.
7. Discussion/approval of proposal from Ayres & Associates for Pleasant and Spring Street

- reconstruction.
8. Discussion/approval of Ayres & Associates updating the Village Maps.
  9. Discussion/approval of change order #2 for Albrightson Excavating for the Rolling Meadows Street Project time extension.
  10. Discussion/approval of repair/replacement of Dakota lift station pump.
  11. Discussion/approval of carryover funds from 2023 budget.
  12. Discussion regarding the Police Review Board action.
  13. Discussion regarding the Village Board/Committees guidelines.
  14. Discussion/action to have the Village Clerk as the requesting agent for open records request.
  15. Approval of payment of the bills
  16. Convene into closed session per Wisconsin State Statute 19.85(1)c Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding payout of unused vacation and comp time for Police Dept.
  17. Adjourn from closed session and reconvene into open session.
  18. Any action needed from closed session.
  19. Items for future agendas.
  20. Others Business
  21. Adjourn

Items on the agenda may not be presented in this order. The agenda may change up to 24 hours before the meeting.

Megan Dull,  
Village Clerk

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<https://meet.goto.com/160531837>

**You can also dial in using your phone.**

Access Code: 160-531-837

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