

**VILLAGE OF ROBERTS
REGULAR VILLAGE BOARD MEETING
ROBERTS VILLAGE HALL
MONDAY, DECEMBER 9, 2024 – 6:00 PM**

Regular Village Board Meeting Agenda

Call to order.

Pledge of Allegiance

Consent Agenda

1. Approval of Village Board minutes of November 18, 2024.
2. Approval of Special Village Board minutes from December 2, 2024.
3. Acknowledgement of Treasurer's Report.
4. Approval of bills/checks written.
5. Approval of Operator's License.
6. Acknowledgement of the Police Departments Report
7. Acknowledgment of the Library Director's Report
8. Acknowledgement of the Public Works Director's Report
9. Acknowledgement of the Clerks Report
10. Acknowledgement of the Library Meeting Minutes
11. Acknowledgement of the Plan Commissions Meeting Minutes
12. Acknowledgement of Finance Committee Meeting Minutes
13. Acknowledgement of Joint Comprehensive Plan Meeting Minutes
14. Acknowledgement of Joint Review Board (TID) Meeting Minutes
15. Acknowledgement of CDA/RLC Meeting Minutes

Agenda:

16. Discussion/approval of pull items for discussion of consent agenda items.
17. Discussion/possible approval of any items pulled from the consent agenda needing further discussion.
18. Communications:
 - Legal Updates
 - Joint Comp Plan Open House – January 15th
 - Developers Contacts
 - Election Update – nomination papers
 - Water Tower Update
 - Employee Holiday Brunch
 - Sesquicentennial Update
19. Public Concerns (limited to 3 minutes)

III. Old Business

20. Discussion/follow-up to revise the Special Assessment Ordinance 54-6 & 54-4 for clarification.
21. Discussion/approval regarding updating the Budget ordinance and removing it from agenda.
22. Discussion/possible approval of updating Ordinance 46-4 regarding Public Nuisances affecting health (6) Noxious weeds and grass.
23. Discussion/approval on how to proceed with the Hancock property and removing equipment outside.

IV. New Business

24. Discussion/presentation regarding concept of property along Highway 65 (North of Kwik Trip) for future annexation and commercial development.
25. Discussion/approval of Phantom Fireworks Showrooms LLC dba Phantom Fireworks annual renewal of their Seller's Permit.
26. Discussion/approval of 2024 Streets (Spring/Pleasant) Albrightson Pay Application #7.
27. Discussion/approval of Ross & Associates Pay Application No. 3 for the park pavilion in the amount of \$53,207.07.
28. Discussion/approval of request for an exemption to Ordinance 34-14 regarding open burning in the Village for the property located behind Roberts UCC Church (land owned by Emmert).

29. Discussion/approval of changing the dog tag registration prices starting in 2025.
30. Discussion/approval to add the required permanent signage for the painted handicap parking spot at 106 W Main St.
31. Discussion/approval to remove the handicap painted sign on the street across the street from Rowdy's Ranch Supply (located in front of Corner Clippers) or to require the owner/installer to comply with the Village Ordinances and State Statutes.
32. Discussion/approval for the Village Police Department officers to issue citations to the owners/installers of handicap and temp parking signs on Main Street for failure to comply with Village Ordinances and State Statutes.
33. Discussion/Approval-Job Posting and Interviewing process for open police department position
34. Discussion/Approval-Payout/Carryover Chief of Police Jerry Strohmusch for unused vacation/holiday/comp hours.
35. Discussion/approval of payout/carryover of vacation and comp time for Clerk Dull.
36. Discussion/approval of Mulcahy Shaw Water Inc Quote for air monitoring equipment at the WWTP.
37. Discussion/approval of ARPA Fund allocations and possible expenditures.
38. Discussion/approval of 2024 Carry over funds.
39. Items for future agendas.
40. 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

Please join my meeting from your computer, tablet or smartphone.

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The Village Board Meeting was called to order at 6:00 pm by President Kapaun.
The meeting was properly noticed in the Village of Roberts.
The Pledge of Allegiance was said.

Present: Katy Kapaun, Peter Tharp, Jeff Vogt, Shawn Dakovich, Brain Tremblay, Tim Johnson, Mary Shemon
Guest: Jerry Strobusch, John Bond, Chuck Pizzi, Tori Schoess, Angi Goodwin - Ayres,

Consent Agenda

1. Approval of Village Board minutes of September 16, 2024.
 2. Approval of Treasurer's Report.
 3. Approval of bills/checks written.
 4. Approval of Operator's License Application
 5. Acknowledgement of the Police Departments Report
 6. Acknowledgment of the Library Director's Report
 7. Acknowledgement of the Public Works Director's Report
 8. Acknowledgement of the Library Meeting Minutes
 9. Acknowledgement of the Park Board Minutes
 10. Acknowledgement of the Public Safety Minutes
 11. Acknowledgement of the Plan Commissions Meeting
- Tharp would like the treasurers report pulled and Dakovich would like the police department report pulled. Motion to approve the consent agenda by Tremblay seconded by Shemon. Motion carried. With three items stricken.
 - Motion to acknowledge the Treasurer's Report by Tharp – motion died due to lack of second. Motion to acknowledge the Treasurer's Report by Tharp, no second. Motion to approve the treasurers report by Tremblay, seconded by Shemon. Motion carried with Dakovich opposing and Tharp abstaining.
 - No Operator's License
 - Police Department Report – Dakovich thinks that this is a good use of our resources. HE had no food, water and a jump start. Jerry got him food and water. Peterson looked at the vehicle and needed a new alternator. Towed it to the shop and fixed this and got him on the road to his family. Thanks to Tom and his staff for helping with this stop.
 - Motion to acknowledge the report as received by Dakovich, seconded by Shemon. Motion carried.

Communications (Kapaun)

- Legal Updates
 - No changes since last month. Twin lakes – Feb 2025, Tharp scheduling conference in November and pre-trial on Berger on May 2025.
- Sesquicentennial Update
 - Date is October 3rd, 4th and 5th of 2025. Will be looking for volunteers to help with this.
- Budget meeting – October 21 @6:00 pm.
 - Would like to get the first round done next week.
- Rescheduled the November 11th Village Board meeting until November 18th due to Holiday.
 - Village hall is closed on the 11th.
- Reminder of the Board of Review Training needed and meeting on November 13th. Dull will schedule training for the trustees to get this done
- Flyer for Economic Development Housing Survey.

- Survey is open to all residents of SCC to participate in the survey. You can go to the website or the information is on the flyer.
- Election Day is November 5th.
 - Please vote. Get down the election signs when the election is complete. Would be nice to get these cleared out after the election.

No public comments:

Old Business

Discussion/action on side yard driveway issue in Rolling Meadows. There is nothing new to report on this.

Discussion/follow-up to revise the Special Assessment Ordinance 54-6 & 54-4 for clarification.

No changes.

Discussion regarding updating the Budget ordinance. No changes.

Discussion/possible approval of updating Ordinance 46-4 regarding Public Nuisances affecting health (6) Noxious weeds and grass. No changes currently. Dakovich is working on this.

Update on old Hancock property – removing equipment outside.

12. Discussion/approval of Parkos Final Payment for the WWTP Roof.

- a. This will be for the final payment with no retainage being held. Bond is satisfied with the work and we have passed the final inspection. Dakovich would like to approve the final payment for Parkos for \$39, by Dakovich, seconded by Tharp. Motion carried.

New Business

13. Discussion/approval regarding John Bond's retirement and approval to post for a full-time public works position.

- a. John has given his formal notice that he is retiring as of January 31, 2025. We can accept the retirement for John. Thank you for over three decades of working for the village. Dakovich has gotten to know John and from day one was there. He knows his job in and out. He will have the answer for you. This has been a big commitment to the Village. The things that have changed since he has been at the plant has been incredible. Don't know what we are going to do without you but congrats. Kapaun would like to post for a full-time public works position to get someone in place by the end of the year. Dakovich motions to approve John Bonds retirement letter and posting for a full-time public works director by Dakovich, seconded by Tremblay. Vogt thinks we need a public works director so he would like to see this posted. Johnson asked if we should hire an administrator and split the duties. Motion carried with Vogt and Johnson voting no.

14. Discussion/approval of WEM's Intent to Apply for Pre-Disaster Flooding.

- a. This grant information was made available by West Central Regional Planning. This funding is available to us to apply for it. Make them aware we are interested in this and had some correspondence back. Dakovich asked who the parties are in the correspondence. Johnson asked if this would be an admission of guilt in the lawsuit, and it does not. Will this grant help obtain more from the Core of Engineers. This will just come up with the potential solution. The Town has already approved to move forward. Move to approve WEM's intent to apply by Dakovich, seconded by Tremblay. Motion carried with Johnson opposing.

15. Discussion/approval of AED purchase from Born Force Training.

- a. This is to replace the AED's that we currently use. They are from 2014 and these are compatible with what the Rescue and EMS. Can use ARPA for this or other carryover funds

for this. With the grant this means that we have \$8,000 that we could use for ARPA funding. Lead time is within a day for getting them. Motion to approve the AED purchase by Dakovich, seconded by Shemon. Motion carried.

b.

16. Discussion/approval of purchasing two new computers for the Clerk's Office.

- a. Sees government using the Core 7 - \$4,210 before installation. Motion to approve new computers for the clerk's office by Tremblay, seconded by Shemon. Motion carried.

17. Discussion/approval of replacing the windows at Village Hall.

- a. Proposal for window replacement from C&T Siding. Drew Peterson is here to discuss the bid for this – look at local business first. Johnson asked about using Marvin from Home Depot instead of Marvin. Try getting a grant through Anderson and discount it for using their windows. We are not a 501c3 and we are not an organization that is required for the grants. Talked about the funding for the clerk's outlay. Move to approve replacing the windows at Village hall by Shemon, seconded by Tremblay. Dakovich thinks we should wait for another vendor and see what the price is, Tharp and Vogt agrees. Failed due to not enough support. This can go back on the agenda for Monday night. Dakovich asked about the quality and warranty for the windows. Entire life of the product. Sell only a premium window – not composite windows. Getting more glass, it is stronger and smaller. It is going to hold its shape. Marvin warranty is cover us minus two. 10 years on fade, chipping, chalking and 20 years on a seal failure. Johnson asked about the Fire Association meeting coming up and one of the topics is window replacement before the 16th.

18. Discussion/approval of the creation of new Ordinance XX – Electronic Nicotine Delivery Systems, Non-Nicotine Vape Products.

- a. Background – have never had an ordinance in the Village for this. Others have had them on the books. There is nothing in enforcement for nicotine – cannot possess any of these devices. Move to approve the new ordinance with attorney mahlers review and proper placement in the ordinance position by Tharp, seconded by Shemon. Dakovich asked if this is needed and at this time there is no recourse for this as it is. If a minor is in possession of a vape pen – are deemed damaging according to the federal government. This would be the same as if you are possession of alcohol or chew if you are under the ordinance. Tremblay is surprised that there is nothing at county or state level. Most stores follow the 21 federal limit instead of 18 by the State. Most of the stores are 21+. Vogt said if the state doesn't have a rule is 21 to high. Why would we create rules if the state and county don't have rules. Opposed by Vogt, Dakovich, Tremblay and Johnson.

19. Discussion/approval modifying Article II – Controlled Substances Ordinance 34-41 & 34-46.

- a. Notice was to add addendum a and b under 34-44. Definitions added from a-n to – this would also be discussed with Paul to see where this should go. These definitions are always changing. Synthetics are riskier than marijuana – other states are legalizing marijuana. Dakovich does not feel he knows enough to make a decision tonight regarding this. Does not have an issue with the general population using marijuana. This language is recommended move to approve addendum a and b to the village of Roberts ordinances under 34-44 with attorney mahlers guidance to place it by Tharp, seconded by Shemon. Dakovich would like to have more time to understand what all of these things are. Johnson would like to know what is being approved by the states around us and why? Kapaun asked if Hudson when they put this in place did this come from a professional – these are chemical compounds are not allowed in the State of Wisconsin. Is there a way to see what is in this product. These can be looked up on the internet to see what is in it. Chemical compounds mirror the state compounds. This would be an ordinance violation instead of a

- state law. Tharp would like a roll – motion carried.
20. Discussion/approval of Business Plan of Operation for Roberts Tobacco and Vape, Inc.
- a. Move to approve the business plan of operation by Tharp, seconded by Johnson.
Discussion – Dakovich asked if they will have any of these products – Motion carried with Tremblay opposing.
21. Discussion/approval of closing Main Street from Division to Vine for Trick or Treat on Main/Halloween Parade on Thursday, October 31st from 12:30 – 4:00 pm.
- a. Motion to approve by Shemon, seconded by Johnson. Motion carried.
22. Discussion/approval of adding Sue Patterson to the Library Board.
- a. The library board has made the recommendation to the library board. Motion to approve by Johnson, seconded by Tharp. Motion carried.
23. Discussion/approval of the bids to fix the Library HVAC System.
- a. Bid from steiner and comforts by design. Dakovich said these are combined they go into the water into the ground. It is a heat pump built all into one. Vertical is how it sits. Tonnage is similar but they are close so Dakovich said these are close. Currently working at 60%. They are all super efficient. Met with Tori regarding the funding for this. We discussed \$20,000 from ARPA and the rest coming from continual approp. Do we run it into the ground or replace it now? These are all internal to the building. Don't have to run these in the winter. History room is cold but above freezing. Main library has two units that service it and one of these are running at 60%. Tharp said that we want to replace these now so that – lets replace them. Warranty is never twenty years. They are abused type of systems from companies don't know how to use them. Move to approve the bid for Steiner to replace the two units for \$29,312 by Tharp Johnson requested that \$20,000 come from Arpa funds by Johnson as the second. Motion carried. Matter of information, the library has the balance in continual appropriate to cover.
24. Discussion/approval of 2023 Streets Project for change orders 3,4,5 (added RM park water main, and added asphalt patches on Main Street).
- a. Tharp asked if we approved the change order and 3 & 4 proceeded – they were talked about as regular street maintenance when they occurred. Feed mill lot where we store the snow. In front of Bobtown – did not pour correctly and covered half the cost and felt that there was very good value to do this. Kapaun and Ayres gave the approval to move forward with this. There is money in the budget to repair this however we have the opportunity to add it to the project. In the 2023 street project that these are noted for change orders – these are under budget – these are the only change orders with maybe a \$10,000 higher bi. Tharp thinks this should have come to the Public Works committee and then the village board. Dakovich said some of these are quickly moving within the Village and needs to be done. Dakovich asked if everything looks good. St Croix County is supposed to be shouldering 70th Avenue, and this will wait until 2025. Motion to approve the 2023 change order 3 & 5 out the street loans finance and approve #4 from street maintenance by Tremblay, seconded by Dakovich. Motion carried.
25. Discussion/approval of 2023 Streets Project for change order 6 (additional grading at park for playground and courts areas).
- a. This is for \$18,817 – there are two purple blotches for the equipment. Have we contacted other companies for clean fill. They are only looking for junk fill disposal. Dakovich does not think that there is enough fill for the hill and maybe we should put feeler out for more. Tharp asked where this would be paid from and it can be taken from impact fees or the loan that was taken out. We finances based on estimate but the bids were under. There are no further change orders to expect. Could we take from both impact and financing. Tremblay

- brought up the atv traffic and how do we take care of them tearing this up. Cutting between hammerhead to hammerhead. Could we sign this to keep atv's off of this. We would have to order signs. Media announcement – half from financing and half from
- b. Move to approve the rolling meadows grading with 50% coming from the loan and 50% coming from impact fees by Dakovich, seconded by Tremblay. Motion carried.
26. Discussion/approval of 2023 Streets Project pay request from Albrightson.
- a. This is only for paving at the park. – the three change orders are not on this request yet but will come back. Motion to approve the pay application for the 2023 street project for \$49,150.44 by Dakovich, seconded by Vogt. Motion carried.
27. Discussion/approval of 2024 Streets Project pay request from Albrightson.
- a. Pleasant and Spring Street – Motion to approve the 2024 pay request from Albrightson by Tremblay, seconded by Johnson. Motion carried.
28. Discussion/Update on Water System ITA/PERF.
- a. Goodwin said that the ITA/perf is due at the end of October. Paperwork needed to apply for the safe drinking water. DNR wanted us to submit three different submittals because they felt the tower could rank higher and possibly get some grants. By the end of June would have submit a plan – if they are certain we are moving forward we should do the topographic survey or use lidar data to come up with the estimates. This would be around \$18,000 and could use impact fees or tid money. Dakovich said we could do this now or later but cannot approve because it is not on the agenda. Add to Monday's agenda.
29. Discussion/approval of Grupe Street acceptance of public infrastructure.
- a. Interest in the village to accept this because of the wisler report – plus we will probably be plowing them. This has been done for a while. Recommend accepting contingent on submittal of cashiers check- will still have one year warranty. Motion to accept grupe street with the contingency of receiving a cashiers check by Vogt, seconded by Dakovich. Motion carried.
30. Discussion/approval of Wilkens Way, Hilpert Street, 70th Avenue (improvements by Kwik Trip) – acceptance of public infrastructure.
- a. Three minor field items – contacted Haas to come back out. They have not had CAD to us yet. There is one more bill that will happen and a drainage easement. Goodwin recommends approval contingent on these items. Move to approve to accept wilkens, hilpert street and 70th avenue contingent on the following items by Dakovich, seconded by Johnson. Motion carried.
31. Discussion/approval of Rolling Meadows 8th Addition acceptance of public infrastructure.
- a. Completely done with punch list – nothing remaining. Lien waivers – have been paid in full from Albrightson – one item remaining is for the \$25,840 for the hammerheads. He has acknowledged that he owes this – he suggest that we could assess to this next lot that sells.
- b. Motion to accept the public improvements by Dakovich seconded by Tremblay. Motion carried.
32. Discussion/approval of additional TID payment for 1880 Warehouse from TID #3.
- a. Move to approve the additional tid payment for \$102,204 to 1880 Warehouse by Dakovich, seconded by Shemon. Motion carried.
33. Discussion/approval to purchase Brine tank/hoses and pump for Public Works for treating roads.
- a. This is the only company that sets up brine tanks. Can part everything individually but it will cost \$1500 more. Everyone talks about a 25% savings in salt and could cut the order by 25%. The county has a bulk truck that fills their sites and would stop and fill this for us. Other option is to go to Baldwin, the County, etc. to get the trucks filled. Vogt asked if this is in the budget – maybe in 2024 snow removal budget. There is room for the tank etc and yes

the pump is a gas engine so it can be set wherever we want it. No expense of electrical needed. Motion to approve the purchase by Tremblay, seconded by Dakovich – amended to modify the amount for up to xxx. Motion carried.

34. Discussion/approval of modifying the Village of Roberts Office Hours and to keep the “summer hours” for the Public Works Department until further notice.
- a.
35. Discussion/approval of Pay Request #1 from Ross & Associates for work done on the Park Pavilion.
- a. This \$855 - \$16,245 for the pay request because retainage has not been taken out. Move to approve the pay request for \$16,245 for the park pavilion by Dakovich, seconded by Vogt.
36. Discussion/action of recording votes during meetings.
- a. This will apply to both village board meetings and committee meetings. This is if votes should be recorded unless there is a roll-call vote. JOhnsn talked to a couple of attorneys and the only thing you have to say is motion carried or denied. Dakovich does not want to add any more barriers – it is ok with the way it is. For record keeping and whatnot as long as we are following the rules don’t want to change anything. Tharp thinks that we should continue to supply who votes which way. Vogt thinks that it is fine the way it is and so does Tremblay. Don’t need to make a policy on this. Johnson asked if the only concern was he did not get to hear who said no and put the highlights in and that is what we do. Motion to require all boards committees and commissions for the village of Roberts to insert the names of who voted which way.....by Tharp, seconded by no-one. Failed for lack of a second.
37. Discussion/approval of how to handle the handicap parking issue at Rowdy’s Ranch Supply at 106 W. Main St.
- a. The owners of Rowdy’s have painted a handicap accessible spot – people should not go around painting our street but if there is a designated spot this would be the spot for it. Could handle it a couple of ways. Suggest to ask for forgiveness and say thanks for doing this. Tharp thinks that this is just taking away another parking spot. Who designated this one in front of stewarts and it was handicap spot when the post office was there. Strobusch just needs to enforce it. Have him reomove it, or leave it and don’t enforce it or leave it and enforce it. Strobusch has had it that people are parking in this spot but the village is not enforcing it. There is not one on that side of the street and maybe we should have one there. We will see if this mets the criteria. Motion to postpone until the next meeting by Johnson, seconded by Dakovich. Bond will measure to see if we have the appropriate amount of room. Motion carried.
38. Convene into closed session per Wisconsin State Statutes 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 for discussion of non-union employee wage increases and General Teamsters Union, 19.85(1)e, Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons requires a closed session for potential land purchase and 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding the Wastewater Treatment Plant repairs. By Dakovich, seconded by Johsnon. Yes to all.
39. Adjourn from closed session to reconvene back into open session.
40. Any action needed from closed session.
- a. Motion to accept the recommendation from the negotiation committee as discussed by Dakovich, seconded by Tremblay.

Village of Roberts
Village Board Meeting
Monday, October 14, 2024

- b. Motion to make an offer on 102 W. Maple Street as discussed by Dakovich, seconded by Vogt. Motion carried.

41. Items for future agendas.

42. Adjourn

Village of Roberts
Special Village Board Meeting
Monday, December 2, 2024

The Village of Roberts Special Village Board meeting was called to order at 6:00 pm by President Kapaun.

The meeting was properly noticed in three locations.

Present: Tim Johnson, Brian Tremblay, Mary Shemon, Katy Kapaun, Jeff Vogt and Peter Tharp.

Absent: Brian Tremblay

Guest: Patty Lewandowski, Rand Waughtal, Brian Lane, Chuck Pizzi, Jerry Strohmusch, John Bond

Public Hearing - 2025 Budget

The Public Hearing for 2025 budget review was opened at 6:00 pm by President Kapaun. Trustee Tharp recused himself from this discussion.

Kapaun Call for public comments on the proposed 2025 general fund budget.

No public comments regarding the budget numbers were heard.

Vogt asked about the recycling numbers on the budget worksheet and what they represent. Johnson asked about wage calculations.

Motion to adjourn the Public Hearing for the 2025 budget review at 6:10 pm by Tremblay, seconded by Shemon. Motion carried.

Discuss/adoption of 2025 Operating Budget for the Village of Roberts.

Trustee Tharp again recused himself from the Special Village Board Meeting.

Kapaun asked Chief Strohmusch to put together some numbers regarding the need for an additional officer. Johnson asked if we approve the budget as is, can we still consider or reconsider the additional officer position at a future meeting. Johnson would like to see the officer question go on a future referendum for the residents to decide. Johnson is concerned about the future fire truck and treatment plant and what we are going to do for the next increase of 10% or will it end up as 15%. Vogt feels that if the citizens want another officer, it should be a referendum question. Waughtal asked if we would do the same for adding public works or clerk employees. Waughtal thinks that this group has the opportunity to listen to the department heads and if they feel they need more staff we should listen to their suggestions. In meetings that we have sat through we have had a rough year in the Police Department for staffing. He is still concerned about the 2026 budget as we may not have any carryover to help fund the future. Strohmusch added that he spoke to Sheriff Knutson regarding the need for another officer and he is in support of this. There were 144 calls for service from the Village that the County has had to cover due to coverage issues.

Motion to adopt the 2025 Operating Budget for the village of Roberts by Tremblay, seconded by Shemon. Motion carried with Vogt opposing and Tharp recusing himself.

Motion to adjourn at 6:25 pm by Shemon, seconded by Tremblay. Motion carried.

Megan Dull
Village Clerk

TREASURER'S REPORT
December 1, 2024

General Fund	Beginning Balance - 11/1/2024	\$2,536,521.72	5.20%
Receipts		\$445,222.08	
Interest		\$10,881.42	
Disbursements		\$295,195.56	
Balance 011/30/2024		\$2,697,429.66	

Impact Fee	Balance - 11/1/2024	\$1,605,628.82	5.20%
	Deposit	\$0.00	
	Withdrawals	\$0.00	
	Interest	\$6,572.08	
	11/30/2024	\$1,612,200.90	

Compensated Absences	Balance - 11/1/2024	\$59,628.12	5.20%
	Interest	\$244.07	
	Deposit	\$0.00	
	Balance - 011/30/2024	\$59,872.19	

Impact Fee Account CD	3/19/2025	\$471,722.78	5.04%
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General Fund CD	5/13/2025	\$642,603.08	5.04%
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Investment Pool Savings (Bremer Bank)		\$377,600.21	
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General Fund Obligation for Assigned Funds	-73,200.79
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Assigned Funds:	Machinery & Equipment	148,578.00
	Park Development - (Future Park)	78,500.00
	Tennis Court - resurfacing	10,300.00
	Police Car	42,465.07
	Investment for Furture Business Dev.	550,000.00
	Sewer Account	72,741.37
	Sewer Replacement #1	72,994.29
	Sewer Replacement #2	62,717.25
	Water	264,443.42
	Library Maint. Fund	11,675.05
	Fire and Rescue	9,000.00
	Street Maintenance Outlay	59,753.41
	Street Cleaning	6,055.91
	ARPA Funds	120,344.00
	Clerk Outlay	10,006.47
	Library Carryover	31,447.62
	Storm Water	\$ 6,000.00
	Total of designated funds	1,565,126.86

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee

ACCT

General Fund

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	12/04/2024	AFLAC	
	Invoice 116005		
100-00-21592-000-000		Aflac	232.08
	Invoice 116005		
		Total	232.08
	12/04/2024	Air Products and Chemicals Inc	
	Invoice 429915151		
620-00-53611-000-827		Operation Expenses	65.00
	Invoice 429915151		
		Total	65.00
	12/04/2024	All-Croix Inspections LLC	
	Building Permits		
100-00-52400-390-000		Building Inspector	4,961.00
	Building Permits	6324	
		Total	4,961.00
	12/04/2024	Baldwin Bulletin	
	Baldwin Bulletin		
220-00-56710-000-000		TID #2 Admin Expenses	17.33
	Baldwin Bulletin		
223-00-56710-000-000		TID #3 Admin Expenses	17.34
224-00-56710-000-000		TID #4 Admin Expenses	17.33
		Total	52.00
	12/04/2024	Computer Integration Technologies, Inc	
	389306, 389724 & 388950		
610-00-53710-000-640		Plant Operation & Maint.	261.80
	389306, 389724 & 388950		
620-00-53614-000-851		Administrative & Gen Expense	261.80
	389724, 389306 & 388950		
100-00-52110-390-009		Computer Terminals, etc.	339.80
	389724, 389306, 388950 & 390004		
100-00-51420-390-000		Village Clerk-Treasurer	261.80
	389724, 389306 & 388950		
100-00-51610-390-000		Village Hall	433.40
	389306, 389724, 389306 & 390004		

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL
 ALL Checks by Payee
 General Fund

Page: 2
 ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			1,558.60
12/04/2024 Earl F. Anderson, Inc.			
Signs			
100-00-55200-390-000		Parks	2,398.53
Signs			
Total			2,398.53
12/04/2024 Electric Pump			
Invoice 027431			
620-00-53611-000-821		Operation Expenses	7,255.25
Invoice 027431			
Total			7,255.25
12/04/2024 Great-West Trust Company LLC			
11/25/2024			
100-00-21591-000-000		WI Deferred Comp	2,137.61
11/25/2024			
Total			2,137.61
12/04/2024 H & L Mesabi			
Invoice 19359			
100-00-53240-390-000		Machinery & Equipment	416.00
Invoice 19359			
Total			416.00
12/04/2024 Hawkins Water Treatment			
Invoice 6913233			
620-00-53611-000-827		Operation Expenses	1,392.60
Invoice 6913233			
620-00-53611-000-827		Operation Expenses	100.00
Invoice 6915056			
620-00-53611-000-827		Operation Expenses	726.82
Invoice 6919375			
620-00-53611-000-827		Operation Expenses	768.50
Invoice 6919679			
620-00-53611-000-827		Operation Expenses	622.63
Invoice 6923041			
620-00-53611-000-827		Operation Expenses	1,570.62
Invoice 6909478			

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
General FundPage: 3
ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
620-00-53611-000-827		Operation Expenses	519.44
620-00-53611-000-827		Operation Expenses	3,559.85
		Total	9,260.46

12/04/2024 HUEBSCH

100-00-51945-130-000	Clothing Allowance	139.61
100-00-53270-390-000	Buildings & Grounds Operations	171.45
100-00-52110-390-022	Miscellaneous	30.56
100-00-55110-390-004	Maintenance (Huebsch)	217.87
100-00-51610-390-000	Village Hall	97.74
100-00-55200-390-000	Parks	76.73
	Total	733.96

12/04/2024 Hydro International Wastewater Inc

SIN 004845

620-00-53611-000-827	Operation Expenses	5,900.32
	SIN 004845	
	Total	5,900.32

12/04/2024 LEAGUE OF WISCONSIN

2025 Membership Renewal

100-00-51420-390-000	Village Clerk-Treasurer	1,364.42
	2025 Membership Renewal	
	Total	1,364.42

12/04/2024 Melissa Hofacker

100-00-51610-390-000	Village Hall	360.00
100-00-55200-390-000	Parks	320.00
	Total	680.00

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL
 ALL Checks by Payee
 General Fund

Page: 4
 ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
12/04/2024 MIDWEST NATURAL GAS			
Park St F Meter # R17C7362			
100-00-55200-390-000		Parks	53.38
Park St F Meter # R17C7362			
100-00-55200-390-000		Parks	83.29
Park St-B Meter R21L14332			
610-00-53710-000-640		Plant Operation & Maint.	16.00
Mer # A21F13776			
610-00-53710-000-640		Plant Operation & Maint.	49.42
Meter # R19G11096			
100-00-51610-390-000		Village Hall	69.36
Meter # R17C7407			
620-00-53611-000-827		Operation Expenses	112.02
Hwy 65-3 Meter # 10F0336			
620-00-53611-000-827		Operation Expenses	65.13
Hwy 65-2 Meter # 3810			
100-00-53270-390-000		Buildings & Grounds Operations	173.51
Hwy 65-1 Meter # 42709			
100-00-55110-290-015		Maintenance & Building Needs	0.00
Library			
Total			622.11
12/04/2024 North Shore Bank, fsb			
11/25/2024			
100-00-21591-000-000		WI Deferred Comp	250.00
11/25/2024			
Total			250.00
12/04/2024 O'Neill Electric Inc.			
WWTP Invoice 11961 & 12023			
620-00-53611-000-827		Operation Expenses	5,012.52
WWTP Invoice 11961 & 12023			
100-00-55200-390-000		Parks	516.13
Invoice 11948			
610-00-53720-000-681		General Expenses	2,247.22
Invoice 12047			
Total			7,775.87

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
General FundPage: 5
ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	12/04/2024	O'Reilly Automotive, Inc.	
		Customer No 3260-117297	
100-00-53240-390-000		Machinery & Equipment	83.20
		Customer No 3260-117297	
		Total	83.20
	12/04/2024	Pomp's Tire - Savage	
		Tires for the police car	
100-00-52110-390-001		Vehicle Maintenance	526.09
		Tires for the police car	
		Total	526.09
	12/04/2024	Premier Truck Group	
		Invoice 825106830	
100-00-53240-390-000		Machinery & Equipment	218.51
		Invoice 825106830	
		Total	218.51
	12/04/2024	Securian Financial Group Inc	
100-00-51947-130-000		Life Insurance	316.28
		Total	316.28
	12/04/2024	Servpro of The Saint Croix Valley	
		Invoice 240631	
620-00-53611-000-827		Operation Expenses	9,899.53
		Invoice 240631	
		Total	9,899.53
	12/04/2024	Spectrum Insurance	
100-00-51932-510-000		Worker's Compensation	4,411.00
100-00-51931-510-000		Property & Liability Ins.	4,237.75
		Total	8,648.75
	12/04/2024	Trans Union LLC	
		Invoice 10435594	

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL

Page: 6

ALL Checks by Payee

ACCT

General Fund

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51420-390-000		Village Clerk-Treasurer	117.96
Invoice 10435594			
Total			117.96
12/04/2024 Triple Tire			
Invoice 1030577			
100-00-53240-390-000		Machinery & Equipment	943.20
Invoice 1030577			
Total			943.20
12/04/2024 USA Blue Book (HD Supply Facilities Maint.)			
620-00-53611-000-827		Operation Expenses	1,071.14
Total			1,071.14
12/04/2024 Verizon			
610-00-53720-000-681		General Expenses	2.78
620-00-53614-000-851		Administrative & Gen Expense	2.78
Total			5.56
12/04/2024 Verizon - account 842114753			
610-00-53720-000-681		General Expenses	28.52
620-00-53614-000-851		Administrative & Gen Expense	28.52
Total			57.04
12/04/2024 VERIZON WIRELESS			
Water			
610-00-53720-000-681		General Expenses	141.53
Water			
620-00-53614-000-851		Administrative & Gen Expense	141.53
Sewer			
100-00-52110-390-003		Telephone	330.66
Police			
100-00-53310-390-000		Street Maint.	141.53

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
General Fund

Page: 7
ACCT

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			755.25
12/04/2024 WEST CENTRAL WISCONSIN BIOSOLIDS			
11/15/2024 - 12/15/2024			
620-00-53614-000-858		Biosolids Facility	8,513.71
11/15/2024 - 12/15/2024			
Total			8,513.71
12/04/2024 WISCONSIN RURAL WATER ASSOCIATION			
Invoice S6714			
610-00-53710-000-640		Plant Operation & Maint.	410.00
Invoice S6714			
Total			410.00
12/04/2024 WM Corpaoate Services Inc.			
100-00-53620-390-000		Refuse & Garbage Collection	15,431.63
Total			15,431.63
Grand Total			92,661.06

12/06/2024 12:04 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
General Fund

Page: 8
ACCT

Dated From:
Thru:

From Account:
Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	41,862.08
Total Expenditure from Fund # 220 - Affordable Housing Funds	17.33
Total Expenditure from Fund # 223 - Residential Lending?	17.34
Total Expenditure from Fund # 224 - TID #4	17.33
Total Expenditure from Fund # 610 - Water Utility	3,157.27
Total Expenditure from Fund # 620 - Sewer Utility	47,589.71
Total Expenditure from all Funds	92,661.06



Application for an Operator's License To Serve Fermented Malt Beverages and Intoxicating Liquors

I, the undersigned, do hereby respectfully make application to the local governing body of the Village of Roberts, County of St. Croix, Wisconsin for a License to serve, from date hereof to June 30, 2024, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin State Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors of a license be granted to me.

Camdin Thomas Lillesve
Name (print) First Middle Last

105 Newell St.
Street Address (include P.O. Box, if applicable)

Roberts, WI, 54023
City, State, Zip Code

Dollar General
Primary Establishment Where You Intend To Work

11/25/2024
Date of Application

6'0 182 Brown Blue
Height Weight Hair Color Eye Color

[REDACTED]
Driver's License Number State of Issuance

10/21/2006 (715)-245-9000
Date of Birth Home Phone Number

Is this application ** New or a Renewal ? (circle one)
** If this is a NEW Operator's Application, the Certificate of Completion must be attached:

Have you in the past two (2) years been issued an Operator's License?
☐ Yes if YES, what municipality issued it? (circle one of the following)
City Village Town of:
☒ No If NO, you must provide a Certificate of Completion of the
Responsible Beverage Service Course. These classes are held at
Wisconsin Indianhead Technical College or online at
www.dor.state.wi.us/training/index.html
(learn2serve recommended)

THE VILLAGE OF ROBERTS SHALL NOT ISSUE OR
RENEW AN ALCOHOL-RELATED LICENSE TO ANY
PERSON WHO HAS A FELONY CONVICTION OR A
HABITUAL LAW OFFENDER PURSUANT TO SECTION
125.04(5)(b), WISCONSIN STATE STATUTES, WHERE THE
OFFENSE(S) IS RELATED TO THE ALCOHOLIC
BEVERAGE LICENSING AGENCY.

Other Licensing Criteria is Noted on the Reverse

Have you ever been convicted or arrested of a felony, misdemeanor, ordinance violation, or an OWI/DWI? Please include any matters not yet adjudicated or pending.

☐ Yes If YES, please provide details and courts that handled the matters on the reverse side of this application.
☒ No

If this application is a renewal, any conviction or arrest within the past twelve (12) months?

☐ Yes If YES, please provide details and courts that handled the matters on the reverse side of this application.
☐ No
☒ This Application Is Not A Renewal

I certify that I am 29 years of age; that I am a citizen of the United States; that I am familiar with the laws, ordinances and regulations pertaining to the sale of intoxicating liquor and/or fermented malt beverage; that I consent to a mandatory background check, and the information I have provided on this application is true and correct.

Camdin T. Lillesve
Signature of Applicant (please use Middle Initial)

THIS APPLICATION SHOULD BE ACCOMPANIED BY
THE APPROPRIATE LICENSE FEE:
\$15.00 OPERATOR'S LICENSE or
\$15.00 PROVISIONAL LICENSE

Village of Roberts Operator License Application Criteria

The Village may refuse to issue or renew an alcohol-related license for the following reasons:

- * False information provided on the Application.
- * Any alcohol-related criminal offense; any alcohol-related ordinance offense; disorderly conduct or battery where alcohol is involved; battery in a bar; or a DWI criminal conviction shall be considered.
- * Any criminal or ordinance offense that is related to the license requested (including but not limited to the following examples: gambling, any drug offense, disorderly conduct, battery in a bar, or similar offenses.

The Village may refuse to issue or renew an alcohol-related license to persons with two or more convictions within the past twelve months for the following or similar violation(s) [this is not a complete list and other offenses may be considered if they are substantially related to the license applied for]:

- * Prior selling violations in the last 12 months - 1 violation (after warning)
- * Prior Contributing to Minors violation in the last 12 months - 1 violation (after warning)
- * Prior After Hours violation in the last 12 months - 1 violation (after warning)
- * Any other offenses related to the illegal sale of alcoholic beverages

For Applicant Use Only

Law Enforcement Use Only

Pursuant to ordinance, the undersigned has made the investigation required in the case of the application of said applicant for a beverage operator's license.

- ☒ I have performed a reasonable investigation on this applicant which has not identified any prior arrests or convictions.
- ☐ I have performed a reasonable investigation on this applicant which has identified the prior arrest(s) or conviction(s) noted below:

Lisa Mann 12/6/2024

Authorized Signature

date

Clerk/Treasurer Use Only

After due consideration of the above applicant by the Village of Roberts, authority to issue the license was:

☐ GRANTED ☐ DENIED

Date Paid:

Receipt #:

License issued this _____ day of _____, 20____

Megan Dull, Clerk/Treasurer



A 360TRAINING COMPANY

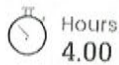
CERTIFICATE OF COMPLETION

This certifies that

Camdin Lillesve

is awarded this certificate for

TIPS Wisconsin On-Premise Alcohol Server Training



Hours
4.00



Completion Date
11/25/2024



Expiration Date
11/25/2026



Certificate #
000035495565

Official Signature

This certificate is non-transferable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | GetTIPS.com

(CUT HERE)

(CUT HERE)



Camdin Lillesve
105 Newell St
Roberts

WI 54023

ISSUED 11/25/2024

CERTIFICATE # 000035495565

EXPIRES 11/25/2026

FOLD

This card is non-transferable and represents successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

Questions? Visit [GetTIPS.com/FAQs](https://www.gettips.com/faqs)

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | [GetTIPS.com](https://www.gettips.com)



Neighbors Protecting Neighbors™

Roberts Police Department

Jerry Strohmusch, Police Chief

107 East Maple Street

Roberts, WI 54023

Ph. (715) 749-3467 / Fax (715) 749-3487

December 2, 2024

CFS (Call for Service)

November 2024 CFS-137

November 2023 CFS-112

November 2024 Case Numbers-66

See packet for graph of CFS

103 S. Locust Street Property

Letter was sent to property owners on November 26, 2024. I gave the property owners until December 16, 2024 (14 business days) to come into compliance with Village of Roberts Ordinance 34-10(a)(1) Storage of Junk.

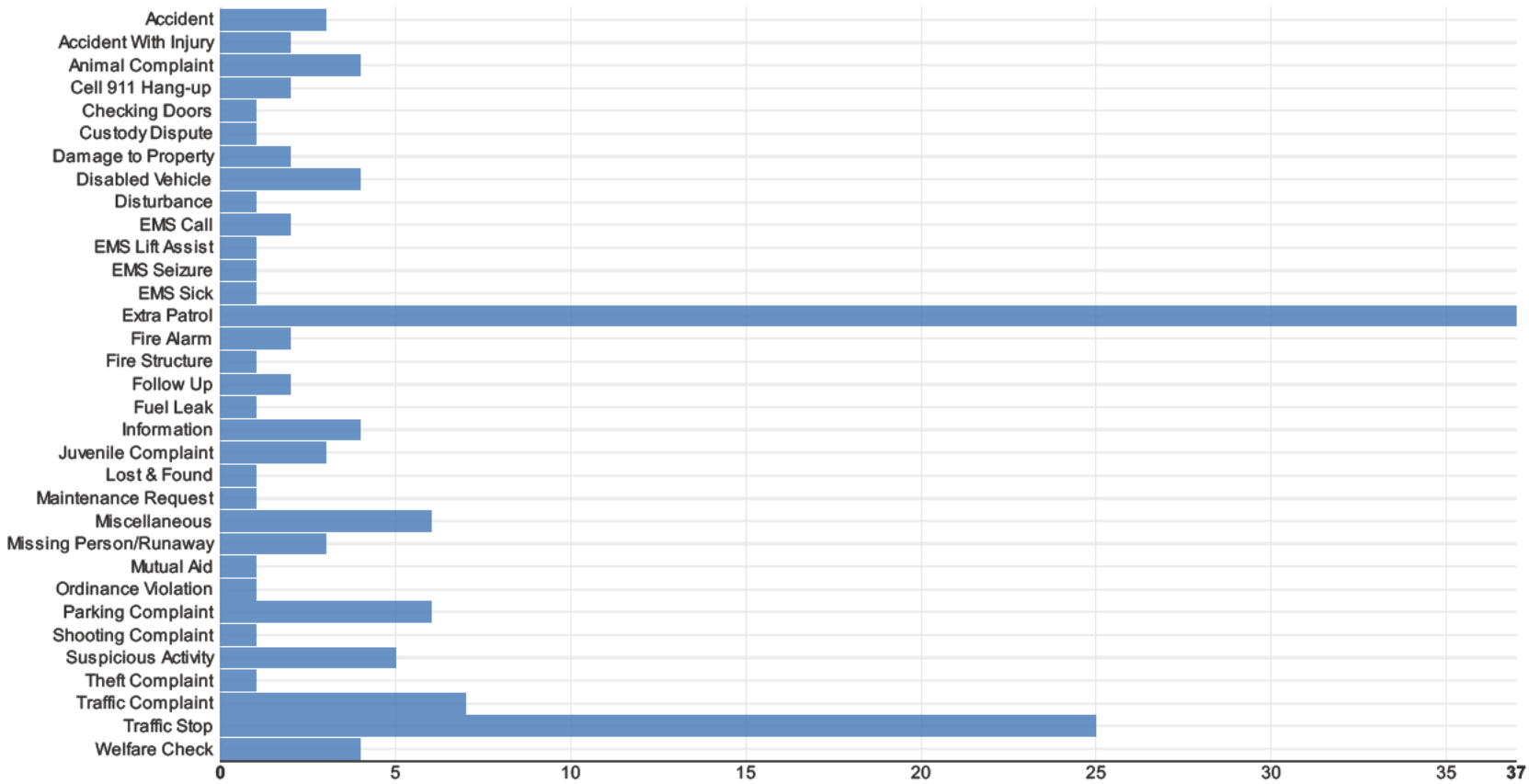
Personal Protective Equipment

I requested surplus items from the Wisconsin Department of Health Services including nitrile gloves 2000 pairs, and paper towels. These items were awarded to the Roberts Police Department at no cost for the product or shipping. This is a cost saving of \$150.00 to the Village.

Respectfully,

Chief Jerry Strohmusch

○ Grouped ● Stacked



November 2024 Director's Report

LIBRARY UPDATES

- Despite the unfavorable weather, we still had a great turn out for Trick-or-Treat on Main. It's always such a fun event seeing all the kids in their costumes. The next big events will be the library's Holiday Party 12/3 and Christmas on Main 12/14.
- The Village Finance Committee has finalized the 2025 budget.
- We are a drop off location Holiday Angels again this year. They are collecting items until December 13th
- It's the time of year I have begun working on wrapping up year-end spending, stats, database clean up, etc.

Programming Highlights

- Chef Peter Kwong was here and taught participants how to cook fettuccini alfredo and chicken piccata. He has quite the following. Participants have already requested he return for another cooking program.
- Upcoming program highlights: Holiday Party 12/3, Christmas on Main 12/14
- The Holiday Party will be on Tuesday, December 3rd from 5:30-7pm. Andrew Maki will play live music, and a new Santa will be making an appearance. We will also have refreshments, crafts, etc.
- Citizens State Bank will be partnering with us for Christmas on Main. It was really busy last year, so it will be good to have some extra bodies to help run the activity here.

Continuing Education and Meetings

- Directors Council
- MORE Ops Meeting
- Chamber Meeting
- Village Board Meeting
- Finance Committee Meetings

October Statistics

Summary (rank if applicable)

Checkouts	3,371 (15)
Checkins	3,219 (16)
Renewals	1,116 (14)
Total Circulation	4,487
Items Borrowed	1,037 (16)
Items Lent	743 (25)
Net Difference	-294
% Locally-owned Checkouts	69.24%
New Patrons	13 (25)
New Items	114 (22)
Pharos Sessions	60 (26)
Wireless Sessions	287 (27)
Overdrive Checkout	885 (24)
Freeding Checkout	0
Website Pageviews	929 (20)

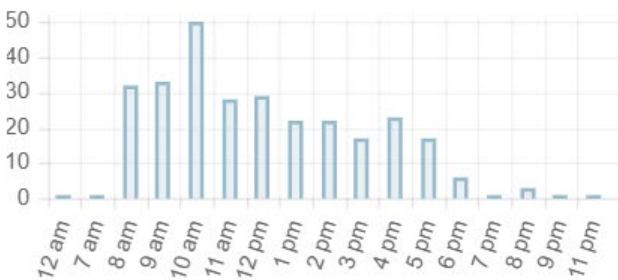
Checkouts by hour



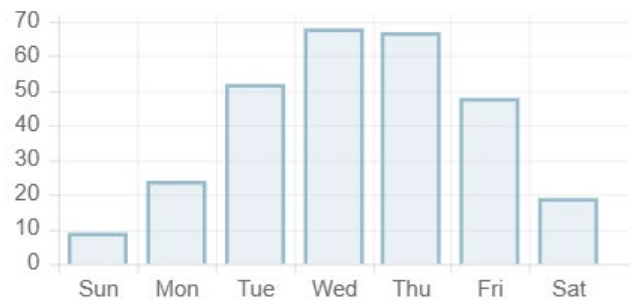
Checkouts by day



Wireless sessions by hour



Wireless sessions by day



Village Clerk Report
Month of November 2024

- The new phones are installed, and training is complete. We have only received one complaint regarding our phones sounding echoey. phone.
- I have been working on the new Neptune/Ferguson water meter reading software. We have had a few residents that have had 96 day reads (or so) on to see what their usage has been and to see if there is a pattern for when the usage peaks. Also scheduled upload/download assistance for the end of Decembers readings.
- Special Assessment are done and submitted to the County. I started with 75 residents for curb/gutter assessments, 10 for driveways and 36 for water/sewer/garbage past due billing. The final report submitted had 40 entries.
- Rolling Meadows Condo Association: Have been working with them over the last couple of weeks regarding adding their residents' garbage to the water bills instead of the Homeowners Association paying for them. The first issue is them getting their bill cleared up with WM. Second, I am fine adding them to the water/sewer bill if they supply the address and can size as this is not in our billing system now. They have also asked about using a different company than the Village. This one is trickier because right now we set up and communicate with WM and all they do is pay the bill that is mailed to the Association. If they switch, the bill cannot be added to the water/sewer bills, and they would have to be responsible for the process from beginning to end when people move in/out. I have referred them to the ordinances on garbage requirements. They asked if they must use the same vendor that the Village has or if they can change to their own company. There is no ordinance regarding associations and garbage.
- Finishing up annual budget information for the State and County so taxes can be printed. The final date to mail is December 16th.
- Next up....
 - Send out final billing to Kwik Trip, Crane 1 Holdings and Oevering Homes now that we have the punch list finalized and improvements have been accepted.
 - Finish new computer set up and installed for Barb and Cami. While they are here, they also need to look at the battery backup on our server as it failed last week and work on server purchase install.
 - Finish annexation for Schlön-Tik.
 - Year-end reporting, forms, payroll, etc., and audit the week of January 20th!

Megan Dull
Village Clerk
December 5, 2024

Hazel Mackin Community Library
Monthly Board Meeting Minutes
November 19, 2024 at 4:30 PM

The November meeting was called to order by President Donna Haugen at 4:30 pm.

Roll call, confirmation of quorum, and guests were present.

Board members: Donna Haugen (President, present), Mike Odden (Treasurer, present), Jon Weiss (Secretary, present), Peter Tharp (Trustee, present), Kaila Kastens (present), Sue Patterson (present), and Director Tori Schoess (present).

Guests: none present

Motion by Peter (Sue, 2nd) to approve the November meeting agenda; approved.

Motion by Mike (Donna, 2nd) to approve no public comment; approved.

Motion by Kaila (Peter, 2nd) to accept the advised September and recent October meeting minutes as written; approved.

Motion by Donna (Kaila, 2nd) to approve the bills; approved.

Motion by Peter (Kaila, 2nd) to approve the treasurer's report; approved.

Director Schoess presented her monthly report of library updates, program highlights and statistics.

First, in terms of updates, the library had a great turnout for the Trick-or-Treat on Main. The next upcoming events will be the Library's Holiday Party on 12/3 and Christmas on Main on 12/14.

Next, the Village Finance Committee has finalized the 2025 budget. Directory Schoess noted that she has begun working on wrapping up year-end spending, statistics and library database cleanup, etc. Lastly, the library once again is a drop-off location for Holiday Angels. They are collecting until December 13th.

Hazel Mackin Community Library
Monthly Board Meeting Minutes
November 19, 2024 at 4:30 PM

In terms of programming highlights, Chef Peter Kwong was at the library and taught participants how to cook fettuccine alfredo and chicken piccata. Chef Kwong has a dedicated following. Participants have already requested his return for another cooking program. Upcoming programming includes the Holiday Party and Christmas on Main. The Library's Holiday Party will take place on December 3rd from 5:30 pm to 7:00 pm. Andrew Maki will be playing live music and Santa will be making an appearance. Refreshments and a craft activity will be available. Lastly, Citizen State Bank will be partnering with the Library for Christmas on Main. We look forward to the event.

Motion by Kaila (Mike, 2nd) to approve the director's report; approved.

Impact Fees and Future Needs - Continued discussion and action is needed based on seeking clarification on the usage of future impact fees.

Carryover Funds - Motion by Kaila (Donna, 2nd) to utilize carryover funds to pay-off the Village loan of \$35,252.56 and give a holiday bonus to all library staff in total of \$600.00. The remaining carryover funds are to be designated as building maintenance expenses; approved.

2025 Library Closed Dates - Motion by Donna (Mike, 2nd) to approve proposed dates; approved.

2025 Library Board Meeting Dates - Motion by Donna (Mike, 2nd) to approve meeting dates as listed with the exception being the November 2025 meeting being moved up to November 18th, 2025 in order to account for Thanksgiving break.

Items for future agendas - Discussion

Motion by Kaila (Donna, 2nd) to adjourn the meeting; approved.

The meeting was adjourned; approved at 5:32 pm.

Respectfully submitted, Jon Weiss, Secretary

The Plan Commission meeting was called to order at 6:00 pm by President Kapaun.
Proper notification was placed in three locations.

Present: Katy Kapaun, Brian Tremblay, Patty Johnson, Jimmy Allen

Absent: Janelle Beal, Mike Wyss, Steve Melby

Guest: Troy Moritz, Stacy Knoebel, Peter Tharp, Angi Goodwin, Roberts Tobacco

Approval of minutes from September 12, 2024.

Motion to approve the minutes by Tremblay, seconded by Johnson. Motion carried.

Building permits issued and the Building Inspectors Report.

Look at the worksheet to verify the number of permits.

Discussion/approval of modifying Article II – Controlled Substances Ordinance 34-41, 34-44 & 34-46 to address the issue of “shall not be sold within 750 feet of a hospital, church, or your servicing organization such as but not limited to: childcare centers, pre-schools, public or parochial schools, etc. This modification was approved to be part of Section 34-44.

When the Vape shop was approved we needed to modify our ordinances to make revisions for this type of shop. There is wording that would have limited where this location could have gone. This is in the mall out by Circle K. There is a liquor stores in the same area as the vape shop wants to move into. We are making this ordinance like what is allowed for liquor stores. Stacy Knoebel is here to express her opinion. Stacy is here because she is relinquishing this location for the vape shop. This will give her business more exposure. Talked to the daycare and dance studio and they were fine with the Vape Shop. Tremblay is looking at the spots in Hudson and they are raided all the time. Snap Fitness in Hudson is next to CBD on Main in Hudson. Customers are quick to come in and out and there is not any issues with this location. Smoke shop has been in business for the last 20 years. XX is here to represent Roberts Tobacco. They currently have 270 stores that they operate. Thinks Brian's thoughts are 100% right. More of an educational service. They offer more cannabinoid services to help with sleep, health, etc. He wants to be a resource to the community about the different types of products that are sold and not be labeled as a typical shop with bright lights. They will not sell the paraphernalia that other shops sell. You can get this same product at the liquor store and gas stations. If it is not here, they will go get it. We could require a COA or Certificate of Analysis in our ordinance. COA in cannabis, is tested to 1,000,000 for marijuana. \$10,000 fee to get approved yearly. Inver Grove Heights is more specific on requirements. This could be brought to the League of Municipalities to push this along? Does the Department of Health do this in Wisconsin? Tremblay doesn't think there is anything wrong with requiring this but thinks we should ask Attorney Mahler about the COA and change to Village of Roberts not city. Motion to approve the amendments to 300 feet from door-to-door contingent on adding the COA for all hemp products being sold with legal review of this clause by Allen, seconded by Johnson. Matter of discussion - define what a certificate of analysis is – meaning of the products being sold. Motion carried.

Update on 4-lot subdivision located at the corner of 70th Avenue and 130th Street for Bluestone LLC, Dick Stout and Village of Roberts by Ed Flannery.

Dick Stout is wanting to get this approved. Finishing the well-site investigation report which includes talking with the property owners that surround our potential well-site to make sure that we are able to put the well in. The septic will have to be at a certain location of his site so that it doesn't interfere with our site.

Discussion/presentation regarding concept of property along Highway 65 (North of Kwik Trip) for future annexation and commercial development.

This is Troy Moritz of Western Wisconsin Development who is looking at the land between the Kwik Trip and WWTP. Is looking to invest in the area where he lives. There are 45,000 cars that pass on the I94 corridor every day and we would like to be able to grab some of this money for our local community. Every single dollar that has been spent on this project so far has been done with local companies. He is sensitive to the loss of ag land due to his being from a farming community. Really good businesses don't have problems coming to this area, it is the time that it takes to get it open from beginning to being open that they are not willing to wait for. They are looking to reduce this time from two to three years to around nine months. The property that is being discussed is a complete island in the township. There is a total of approximately 25 acres. They could do this work with the Town of Warren, but it would be better if in the Village. More tax revenue for the Village. This is all currently in shore land zoning. No more than 30% in xxx – opportunities for nondevelopable land in this area. There are three eight acre lots with 2.4 buildable acres. This would not create problems with the DOT as there would be an easement for the southern lot from this lot. This would be an internal easement. The southern lot would need to use a Village Street. Goodwin recommends that you contact DOT regarding the driveway as the new access point. Looked at the feedback from the JCP survey and what the residents are looking for. Troy is here asking for feedback as they are looking to combine this all into B-3 zoning. Allen asked if they build after someone comes in. The dirt would be correctly zoned, and the character there for B-5 zoning. Option 1 is they never want to own the dirt, so they ask for a triple net lease. Then it is up to them to come get the conditional use for what they want to bring in. Troy is asking if we would like this annexed in and this is the right location and what we are envisioning the future Roberts to look like. Goodwin pointed out and recommends traffic impact analysis for this area. Concerned about maybe driveway access to some but the Village streets. There is an ordinance that limits the cul-de-sac length, and this may impact this area. This could be subject to being 500 feet of the driveway. Talked to Troy about water trading credits for the Village to use as part of our bargaining process with the DNR. This is only good on ag property. Asked about putting base course on this property as they would like to do core samples now, should they put 30% as their non-permeable and Goodwin said that base course is an impervious surface. This would still require a site plan process. CBS 2 was going to work with the DNR regarding stormwater vs wetland. Do we do the annexation and zoning and then permitting or should they look at permitting in the Township. The committee is in favor of this type of zoning and having this land in the Village.

Discussion/recommendation of amending Chapter 6 of the Village of Roberts Ordinances for commercial delegation for All-Croix Inspection/Todd Dolan and possibly eliminating the need for certain building permits (siding, shingles, etc.).

This needs to be postponed until next month. Motion to postpone item until December by Johnson, seconded by Allen.

Update on ECI/Shlon Tic annexation into the Village of Roberts.

This was approved several months ago. There is a discrepancy with the legal description so you will see a reposting and public hearing. (forward to Angi).

Items for future agenda.

Seeing more of Troy.

January 15th is the open house at the township from 6:30 to 8:30 to present the plan.

Motion to adjourn at 7:15 pm by Tremblay, seconded by Allen. Motion carried.

TREASURER'S REPORT

12/1/2024

Residential Lending Account	Beginning Balance - 11/1/2024	\$83,932.00
Receipts		\$360.00
Interest		\$0.00
Disbursements		\$0.00
Balance 11/30/2024		\$84,292.00

Residential Improvement Certificate	Due 4/24/25	\$50,000.00
Residential Improvement Certificate	Due 12/14/2024	\$25,000.00
Residential Improvement Certificate	Due 4/24/25	\$30,000.00

Affordable Housing Account	Balance - 11/1/2024	\$150,769.16
	Deposit	\$1,740.00
	Withdrawals	\$8,490.00
	Adjustments	\$0.00
Balance - 11/30/2024		\$144,019.16

Affordable Housing Certificate	Due 12/22/2024	\$42,207.59
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Total funds for Residential Lending/Affordable Housing		\$375,518.75
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**Village of Roberts & Town of Warren
Joint Comprehensive Plan Meeting
November 20, 2024
Page 1 OF 2**

The Village of Roberts/Town of Warren Joint Comprehensive Plan committee met on Wednesday November 20, 2024, at the Town of Warren Hall, 720 112th Street, Roberts. Co-Chair Michelle Aho called the properly posted meeting to order at 7:01 PM. Members in attendance: Geno Hanson, Grace Hoyer, Tim Johnson, Stephanie Lamia, Patty Johnson, Henry Nechville, Warren Tracy and Katy Kapaun; absent Steve Melby.

Approve Agenda MOTION (HOYER/HANSON) APPROVE AGENDA, MOTION CARRIED.

Review and approve minutes from August 21, 2024 meeting MOTION (HANSON/HOYER) APPROVE AUGUST 21, 2024 MINUTES, MOTION CARRIED.

Review and discuss Working Draft Comprehensive Plan dated October 22, 2024 Aho explained the expected results of tonight's meeting. This is not a detailed review. We can change items per section if there is a consensus. Non-consensus can be addressed with WCWRPC.

1. **Introduction** – None.
2. **Issues and opportunities** - This summarized the goals.
3. **Population & Housing** - Aho mentioned the data will make difficult future updating (page 24 table 5). Kapaun and Patty Johnson think the data serves a purpose and the census data should be retrievable. Kapaun would not object to condensing the information. Tracy does not object to the data. We can leave it as it is. On page 33 - the strategies focus on the Village, they can decide which section are priorities. Kapaun wants to talk about page 33(4) new residential development within the Village. The group discussed the desirability and affordability of various lot sizes. Kapaun discussed page 33 Village strategies; their board does not have momentum to change their ordinances. Tracy advised leaving this in the plan allows for developer negotiation. Page 33 (1)(2) add with appropriate setbacks and change identify and address to consider.
4. **Transportation** - page 51 town strategies the town has all three ongoing.
5. **Utilities & Community Facilities** – the group discussed parks. Page 56 - under the town long term needs, remove - none identified, replace with continue enhancing outdoor recreational amenities. Page 72 - remove the highlighted question. Page 77 - prioritize (1) create Joint Comprehensive Outdoor Recreation Plan.
6. **Ag, Natural & Cultural Resources** - Page 98 Town Policies (3) Remove Development of new isolated subdivisions should be strongly discouraged. Page 99 – Village Strategies (1) remove (chickens, beekeeping, etc.), the rest can remain. Page 99 Town Strategies (1) remove explore and add collaborate with St. Croix County on their oversight of large... Page 102 Village strategies – add in conjunction with sesquicentennial planning identify historical landmarks and add commemorative signage. Page 99 Shared policies (3) add non-invasive trees and shrubbery.
7. **Economic Development** - Page 118 – shared strategies (2) remove highlighted section. Page 119 – (10) add consider paths of connectivity as development infills between Commercial areas.
8. **Intergovernmental Cooperation** – Page 130 strategies (1) change quarterly to annually and as needed. Page 130 - Village strategies change semi-annual to annual.
9. **Land-Use** – Page 153 add “areas” between after new development. Page 157 town strategies are ongoing.

Action Plan Strategy Table – review and discuss priority (within the next 5 years) strategies This was addressed during the review.

Next meeting - Open House at Town of Warren Hall on January 15 from 6:30 PM – 8 PM

**Village of Roberts & Town of Warren
Joint Comprehensive Plan Meeting
November 20, 2024
Page 2 OF 2**

MOTION (TIM JOHNSON/HANSON) ADJOURN 9:38 PM, MOTION CARRIED.

Deina Shirmer WCPC/Town Clerk-Treasurer

Village of Roberts
Joint Review Board Meeting
December 3, 2024

The Village of Roberts Joint Review Board Meeting was called to order at 9:03 am by President Kapaun.

The meeting was properly noticed in three locations.

Present: Katy Kapaun – Village of Roberts President, Drew Peterson – Public Member, Bob Long – St Croix County, Tim Widiker – St Croix Central School and Brian Schroeder – Northwood Tech College

Guest: Sean Lentz – Ehlers, Jim Smith, Peter Tharp and Tim Johnson

Appointments

Public member –

Motion to approve Drew Peterson as the Public Member by Widiker, seconded by Kapaun. Motion carried.

Chairperson –

Widiker motioned for Katy Kapaun to be the Chairperson, seconded by Peterson. Motion carried.

Review Annual PE-300 Reports and the performance and status of the Village's active Tax Incremental Districts as required by Wis. Stat. § 66.1105(4m)(f).

These forms were completed by the Auditors and submitted to the State of Wisconsin. They were also in the packet that was emailed out to the committee. Ehlers put together a report for each of the TID's showing the progress of each TID.

TID #2 was created in 2020. This TID is located North of the Railroad tracks, and this district is designated for promoting industrial growth in the Village. There is approximately \$90,000 in this district. There is \$3,113,900 in taxable value in this district. The Crane I incentive is shown and budget expenses for annual audit. Projected forward with no changes it will stay at a positive value for the remainder of its life. The value of this district should go up in 2025 due to the construction done in 2024 for Interpress Solutions. This value should be added after being assessed by the State. The Village is working on significant sewer and water expenses infrastructure improvements. A percentage will be charged in the future to each TID for these expenses going forward once the debt is taken out. The first project will be the new water tower and well at the corner of 70th and 130th Street. Smith asked about the TID running in a small deficit and if this TID is still being charged for the upgrade to 130th and rail spur? Lentz said that yes, these expenses are in the TID Plan, and it could be charged to this district, or the Village could find another funding source for this. These projects are on the plan and should be timed with the need for it.

District #3 is the district along I94 and 70th Avenue. This had an immediate development and had a sizable increment value. The value is around \$21,000,000 in new value since construction. This produces \$360,000 in tax revenue each year. Developers Agreement to incentivize improvements for 1880 Warehouse with the final payment in 2027. The TID has a positive balance that is growing over time. There will be a percentage of the water tower as part of this district also. The Village accelerated the payment to 1880 because the district is over performing so an additional payment was made to them. This is a sign of a real healthy district.

TID #4 is the newest district created in 2022. This is the largest district that the Village has. Widiker asked where the new tower is located on this map and clarified that this land is not in the TID, but the funding is. Kwik Trip is a big factor for value and the Deer Hills residential area. Revenue

Village of Roberts
Joint Review Board Meeting
December 3, 2024

collected of \$1.6 million or \$28,000 in revenue and 2024 will be up to \$9 million or an increase of revenue above \$160,000 and continue to go up. There has not been an expense on this TID, but the water tower prorated portion will go against this TID. Kapaun discussed the expansion of the Clearas System but they have closed their doors so we may need to look for a different option in the future.

Approve “Resolution Acknowledging Filing of Annual Reports and Compliance with Annual Meeting Requirement.”

Motion to approve Resolution Acknowledging Filing of Annual Reports and Compliance with Annual Meeting Requirements by Widiker, seconded by Long. Motion carried.

Motion to adjourn at 9:35 am by Widiker, seconded by Peterson. Motion carried.

Megan Dull
Village Clerk

ROBERTS COMMUNITY DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES ROBERTS VILLAGE HALL

DATE: DECEMBER 04, 2024 @6:30PM

MEMBERS PRESENT: Jim Smith, Rand Waughtal, Amy Folwick, Mary Shemon, and Jeff Vogt.

MEMBERS ABSENT: Don Graf

VISITORS PRESENT: Peter Tharp

There was a Quorum of the Residential Lending Commission present.

CALL TO ORDER: Jim Smith, Chair, started the meeting @ 6:30PM at the Roberts Village Hall.

REVIEW/APPROVAL OF OCTOBER 30, 2024 REGULAR MEETING MINUTES: Motion by Amy F. seconded by Rand W., to approve the 10/30/2024 minutes as written. The motion was carried without opposition.

PUBLIC COMMENTS/COMMUNICATIONS/PRESENTATIONS: Peter Tharp asked members why the Bobtown loan recipients names given in the RLC Financial Report only had initials and last names, whereas previously (when they were in the minutes) they were complete first and last names. He was concerned about full disclosure in the public record. Members had a short discussion and then decided to add it to the next agenda.

BUSINESS:

1. **DISCUSSION/APPROVAL OF REBATES RECIEVED:** None.
2. **DISCUSSION ON IMPROVING COMMUNICATIONS TO RESIDENTS ON REBATES AND BOBTOWN LOANS OFFERINGS:**
Amy thought about doing a display/booth/table at the Robert's Sesquicentennial and Good Neighbor Days, and maybe create a Tri-fold brochure or similar with quick information on the Bobtown Loans. It was also brought up to check the Roberts Library and other public spaces to see if we can do something there also. Members liked Amy's ideas and will continue discussing this at future meetings. Rand W. is on the Sesquicentennial Committee, and he will check with them.

RLC OFFICERS' REPORT: RLC Financial Officer Waughtal summarized each month's Financial Reports as follows: 10/24 Report, there were payments received of \$1140.00 for Bobtown 5000 Loans and \$600.00 for Bobtown 10000 Loans in the A.H.F. (Affordable Housing Fund) Account, and \$360.00 for Bobtown 3600 Loans in the R.L.F. (Residential Lending Fund) Account. NOTE: All existing Bobtown 3600 Loans have been paid off. 11/24 Report, payments received of \$1,315.00 (B.T. 5000) and \$1160.00 (B.T. 10000) in the A.H.F. Account. There are two CD's that will mature in December. Rand will re-invest both again. Smith announced Don Graf will be a new member of the RLC per Village Board approval at their next meeting.

ITEMS FOR FUTURE CDA AND RLC AGENDAS: Further discussion on developing more consistency with the names of new Bobtown loan recipients. Further discussion on promoting Bobtown loan.

ANNOUNCEMENTS: None.

The next meeting is tentatively scheduled for Wednesday, JANUARY 22, 2025.

ADJOURNMENT: A motion by Amy F., seconded by Mary S. to adjourn the meeting at 7:21PM. Motion is carried without opposition.

Jim Smith, Acting Secretary

**ROBERTS RESIDENTIAL LENDING COMMISSION
REGULAR MEETING MINUTES ROBERTS VILLAGE HALL**

DATE: DECEMBER 04, 2024 @7:00PM

**(MEETING TO START AFTER THE CDA MEETING. DAY AND TIME CHANGED FROM
PREVIOUS POSTING.)**

MEMBERS PRESENT: Jim Smith, Rand Waughtal, Amy Folwick, and Mary Shemon.

VISITORS PRESENT: Peter Tharp.

There was a Quorum of the CDA present.

CALL TO ORDER: Presiding Officer Smith, started the meeting @ 7:23 PM at the Roberts Village Hall.

PUBLIC COMMENTS /COMMUNICATIONS/PRESENTATIONS: None

REVIEW/APPROVAL OF AUGUST 06, 2024 REGULAR MEETING MINUTES: Motion by Amy F., seconded by Rand W. to approve 08/06/2024 Regular Meeting Minutes as amended. Motion carried without opposition.

ITEMS FOR FUTURE AGENDAS: None.

ANNOUNCEMENTS: Jim S. announced that Don Graf will be nominated by the Village Board as the new RLC Member, and will start immediately when approved.

BUSINESS:

CONVENE INTO CLOSED SESSION: Motion to convene into Closed Session per Wisconsin State Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion of Good Neighbor Housing Initiative Bobtown Home Improvement Loans for A. Griffin, and M. & W. Burnley by Jim S. seconded by Mary S. Roll Call: Waughtal - yes, Smith - yes, Shemon - yes, and Folwick – yes. Motion carried.

RECONVENE INTO OPEN SESSION: Motion to adjourn Closed Session and Reconvene into Open Session by Amy F., seconded by Mary S. Roll Call: Waughtal - yes, Smith - yes, Shemon - yes, and Folwick – yes. Motion carried without opposition.

ACTION FROM CLOSED SESSION: Motion by Amy F., seconded by Mary S. to approve a Bobtown 5000 loan for the requested amount of \$5,000.00 for A. Griffin. Motion carried without opposition. Motion by Amy F., seconded by Mary S. to Dismiss a Bobtown 5000 Loan for the requested amount of \$5000.00 for M. & W. Burnley. Did not meet the criteria set by the CDA's Bobtown Home Loan Program. Motion carried without opposition.

Smith will contact them on Thursday to let both know the findings of the Committee.

ADJOURNMENT: Motion by Mary S., seconded by Amy F. to adjourn the meeting at 8:14 PM. Motion carried without opposition.

Jim Smith, Presiding Officer

From: [Jerry Strohmusch](#)
To: [Megan Dull](#)
Subject: FW: Property @ 103 S Locust, Street Village of Roberts, WI
Date: Wednesday, December 4, 2024 6:55:00 AM

Megan

Can you please attach this email to the packet for December 9th from John for the Village Board to review.

Thanks

Jerry Strohmusch, Chief of Police
Robert Police Department
107 E. Maple Street, Roberts, WI 54023
715-749-3467 (Phone)
715-749-3487 (Fax)
robertspolice.com (website)



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From: John Bruening <bwcfoundation58@gmail.com>
Sent: Tuesday, December 3, 2024 1:47 PM
To: Jerry Strohmusch <jstrohmusch@robertspolice.com>
Subject: RE: Property @ 103 S Locust, Street Village of Roberts, WI

Greetings

Per: The phone conversation with Chief Jerry Strohmusch

I have expressed my willingness to work with the Village to resolve this matter, of the large Steel PressBrake I have setting out in front of the complex at 103 S Locust Street. I have the arrangement with David Wilkins @ Jerry's Towing to lift the unit on to a semi trailer, and I've made arrangements with the trucking company in New Auburn WI

Springbrook Express to haul it out of the Village too my property in Ridgeland, Wisconsin
I'm waiting for the ground to freeze up to get this in to my Property, I will be working on
availability of the two companies to coordinate a working day and time, I would like to
have The month of march as a possibility date for this project.

And as that date draws near, I will keep Jerry Strohmusch aware of these Plans.

Yours sincerely John R Bruening

(651)600-5251

PHANTOM FIREWORKS SHOWROOMS, LLC

Operators of Phantom® Fireworks Retail Showrooms Nationwide

Legal Department

2445 Belmont Avenue

Youngstown, Ohio 44505-2405

William A. Weimer, Vice President & General Counsel

330-746-1064

Fax: 330-746-4410

Web Site: www.fireworks.com

E-mail: WAWeimer@fireworks.com

Village Clerk/Treasurer
Village of Roberts
107 East Maple Street
Roberts, WI 54023

Re: Application for Renewal of Annual Fireworks Seller's Permit
Phantom Fireworks Showrooms, LLC
dba Phantom Fireworks

Dear Ms. Dull:

Enclosed herewith please find the Fireworks Seller Permit Application that I am submitting to you on behalf of Phantom Fireworks Showrooms, LLC dba Phantom Fireworks for the facility located at 551 Cherry Lane, Roberts, Wisconsin 45023. We are also including our check made payable to the Village of Roberts in the amount of FIVE HUNDRED DOLLARS (\$500.00), representing the required application fee.

We shall appreciate your receiving this application and processing it with your usual dispatch.

If you determine that there are any deficiencies with this submission or that you have any additional requirements for the processing of this renewal application, please do not hesitate to contact me at your convenience. If you prefer, please feel free to communicate with me via e-mail directed to WAWeimer@fireworks.com.

Thanking you for your attention to the processing of this renewal application, I remain

Very truly yours,



WILLIAM A. WEIMER
Vice President & General Counsel

Date: 10/1, 2024

WAW:mlw
encls.

Fireworks Seller Permit Application

See attached copy of Ordinance 2006-2 VB Regulation of Fireworks

Applicant: Phantom Fireworks Showrooms, LLC dba Phantom Fireworks
Name

Address: 2445 Belmont Avenue, Youngstown, Ohio 44505-2405

Structure where the permit will be used. Please define location and structure.
Permanent building located at 551 Cherry Lane, Roberts, WI 54023

Sec. 30-163 Sales

(a) Permit required

- (1) No person may sell, or possess with the intent to sell, fireworks without a seller's permit from the Village obtained in accordance with this article.
- (2) Sellers' permits are issued on an annual basis, with an annual fee charged by the Village and is on file in the clerk's office and may be revised by Village board resolution.
- (3) The Village, prior to issuing the annual permit under this subsection (a), shall require a:
 - a. Minimum cash bond of \$5,000.00, to be filed with the Village Clerk along with the application for the permit, to ensure compliance with permit conditions; and
 - b. Policy of liability insurance in the amount of \$2,000,000.00 per person and \$4,000,000.00 in the aggregate for the payment of all claims that may arise by reason of injury to persons or property from the handling, use of discharge of fireworks under the permit. The liability policy shall name the Village as a covered party and shall be filed with the Village Clerk along with the application for the permit.
- (b) Exceptions. No person may sell, or possess with the intent to sell, fireworks, except:
 - (1) To a person holding a permit under section 30-165(a);
 - (2) To a city, village or town; or
 - (3) For a purpose specified under section 30-165(c)(1)-(6).
- (c) Hours of sale. No person may sell fireworks before 9:00 AM or after 9:00 PM. Additional hours of sale may be permitted during the ten-day period preceding July 4th, with the approval and written consent of the Village board, and such approval is to be required annually.

Sec. 30-172. Storage and handling

- (a) Fire extinguishers required. No wholesaler, dealer or jobber may store or handle fireworks in a premises unless the premises is equipped with fire extinguishers approved by the fire chief.
- (b) Smoking prohibited. No person may smoke where fireworks are stored or handled.
- (c) Notification of fire chief. A person who stores or handles fireworks shall notify the fire chief of the location and quantity of fireworks stored.
- (d) Storage distance residence. No wholesaler, dealer or jobber may store fireworks with 75 feet of a dwelling.
- (e) Storage restriction. No person may store fireworks within 75 feet of a public assemblage or place where gasoline or volatile liquid is dispensed in quantities exceeding one gallon.
- (f) Storage in vehicles prohibited. No person may store fireworks within any motor vehicle, vehicle trailer or any kind or part of a vehicle for a period of time greater than 24 hours.
- (g) Annual inspections. The fire chief and other authorized safety officials shall perform an annual inspection of every premises where fireworks are stored.

Sec. 30-164. Possession

- (a) Permit required. No person may possess fireworks without a possessor's permit from the Village, obtained in accordance with the provisions of this article. Possessor's permits are issued on an annual basis by the Village.
- (b) Scope of permit. A possessor's permit shall specifically prohibit use of fireworks in the Village unless a separate user's permit is obtained under section 30-165(a).

Sec. 30-168. Permit Fees

- (a) Seller's permit. At the time of filing the permit application for sale of fireworks, a nonrefundable annual fee shall be paid to the Village clerk to cover the costs of processing and investigation of the application. The fee shall be on file in the clerk's office and may be revised by Village board resolution.
- (b) Possessor's permit. At the time of filing the permit application for the possession of fireworks, a nonrefundable annual fee per person to be authorized under the permit for possession shall be paid to the Village clerk to cover the costs of processing and investigating such application. A possessor's permit shall specifically prohibit usage in the Village, unless a separate permit is obtained under this article. The annual fee shall be on file in the clerk's office and may be revised by Village board resolution.
- (c) User's permit. At the time of filing the permit application for the use of fireworks, a nonrefundable fee shall be paid to the Village clerk to cover the costs of processing and investigating the application. The fee shall be on file in the clerk's office and may be revised by Village board resolution.

I received, have read and understood the Ordinance 2006-2 VB Regulation of Fireworks.

William A. Weimer
Applicant's Signature William A. Weimer, Vice President

10/1, 2024
Date

Date Fireworks Seller Permit Application Received _____

Date board authorized Seller's Permit _____

MEMORANDUM

To:	Village of Roberts	
From:	Josue Gonzalez	
Date:	December 9, 2024	Project No.: 23-1910.00
Re:	2023 Streets (Rolling Meadows) – approval of Pay Application #7 from Albrightson Excavating	

Pay Application #7 was received 12/5/2024 from Albrightson Excavating. This pay app includes:

- Curb and gutter on
 - Cheyenne St
 - Division St
 - Main St
 - Warren St
 - Elm St
- Sidewalk on
 - Main St
- Change Orders (#3, #4, #5)

The request for this pay application totals **\$118,827.76.**

A summary of the total costs as part of this contract are:

	2023 Base Contract	Rolling Meadows Park
Original Contract	\$ 898,558.00	\$ -
Change Order #1	\$ -	\$ 204,793.50
Change Order #2	\$ -	\$ -
Change Order #3	\$ 7,460.00	\$ -
Change Order #4	\$ 17,997.00	\$ -
Change Order #5	\$ 12,764.50	\$ -
Change Order #6	\$ -	\$ 18,817.00
Total Revised Contract	\$ 936,779.50	\$ 223,610.50

Ayres has reviewed the pay application and change orders and recommends approval of this Pay Application.

UNIT PRICE APPLICATION FOR PAYMENT



Project: Roberts Street Imp. 2023 Project No: 23030.7
 Owner: Village of Roberts Contract For:
 Contractor: Albrightson Excavating Contract Date: August 18, 2023
 Application No: 7 Period Beginning: September 29, 2024
 Application Date: December 5, 2024 Period Ending: October 31, 2024

Change Order Summary		Dollars	Time	
		Additions	Deductions	Add/Deduct (Days)
Total Change Orders Approved in Previous Months By Owner		\$204,793.50		213
Change Orders This Period				
Number	Approved (Date)			
#3	October 7, 2024	\$7,462.00		
#4	October 8, 2024	\$30,761.50		
#6	October 8, 2024	\$18,817.00		
Net Change		\$261,834.00		213
				New Completion Date: June 15, 2024

Original Contract Price (Sum) \$898,558.00
 Net Change by Change Orders \$261,834.00
 Net Change by Change in Final Quantities \$0.00
 Contract Price (Sum) to Date \$1,160,392.00

 Total Completed Amount to Date (Col. J on Continuation Sheet) \$1,121,077.74
 Material Suitably Stored Not Incorporated Into Work (Col. K on Continuation Sheet) \$0.00
 Total Completed and Stored to Date (Col. L on Continuation Sheet) \$1,121,077.74
 Less 5% Retainage to 50% Complete \$29,009.80
 Amount Due Less Retainage \$1,092,067.94
 Less Previous Payments \$973,240.18
 Amount Due This Application \$118,827.76

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials, and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such lien, security interest, or encumbrance); and (3) All Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Rechel B. Contractor
 (Authorized Signature and Title)
 Date: 12/5/24

RECOMMENDED:

APPROVED:

By: _____ Architect/Engineer
 (Authorized Signature and Title)
 Date: 12/5/24

By: _____ Owner
 (Authorized Signature and Title)
 Date: _____

Copy to: ☐ Owner ☐ Contractor ☐ A/E Proj. Mgr. ☐ A/E Field Rep. ☐ _____

Make Payment to:

CONTINUATION SHEET (FOR UNIT PRICE APPLICATION FOR PAYMENT)

Project: Roberts Street Imp. 2023
 Project No: 23030.7
 Contract For:
 Contract Date: August 18, 2023

Application No: 7
 Application Date: December 5, 2024
 Period Beginning: September 29, 2024
 Period Ending: October 31, 2024

Item No.	Description of Work	Unit	Approx. Quantity	Unit Price	Total Price	Completed Quantity			Completed Amount	Stored Material*	Completed & Stored To Date (L) = (J + K)
						Previous Period (G)	This Period (H)	Total to Date (I)			
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
1	Adjust Existing Valve	EA	24	300.00	7,200.00	24		24	7,200.00		7,200.00
2	Adjust Existing Casting	EA	35	700.00	24,500.00	35		35	24,500.00		24,500.00
3	6" Underdrain Pipe	LF	5900	13.47	79,473.00	5962.4		5962.4	80,313.53		80,313.53
4	Inlet Protection	EA	33	75.00	2,475.00	33		33	2,475.00		2,475.00
5	Trackout Control	LS	1	2,218.00	2,218.00	1		1	2,218.00		2,218.00
6	Remove Asphalt Surface Course	SY	4780	3.00	14,340.00	4780		4780	14,340.00		14,340.00
7	Remove Existing Asphalt	SY	12060	2.00	24,120.00	12060		12060	24,120.00		24,120.00
8	Remove Existing Concrete	SY	340	7.00	2,380.00	340		340	2,380.00		2,380.00
9	Remove Existing Curb & Gutter	LF	5900	3.85	22,715.00	5990		5990	23,061.50		23,061.50
10	Clearing & Grubbing	ID	9	50.00	450.00	9		9	450.00		450.00
11	Pavement Saw Cutting	LF	1670	3.00	5,010.00	1670		1670	5,010.00		5,010.00
12	Roadway Earthwork	LS	1	64,655.00	64,655.00	1		1	64,655.00		64,655.00
13	Excavation Below Subgrade	CY	2450	23.00	56,350.00	1082.4		1082.4	24,895.20		24,895.20
14	8" Base Course	SY	12500	7.25	90,625.00	12886		12886	93,423.50		93,423.50
15	1.75" Asphaltic Concrete Binder Paving	SY	11050	10.30	113,815.00	11050		11050	113,815.00		113,815.00
16	1.75" Asphaltic Concrete Surface Paving	SY	11050	9.50	104,975.00	11050		11050	104,975.00		104,975.00
17	1.50" Asphaltic Concrete Surface Paving	SY	4780	8.80	42,064.00	4780		4780	42,064.00		42,064.00
18	2" Asphaltic Concrete Driveway Paving	SY	1110	30.00	33,300.00	1014.8		1014.8	30,444.00		30,444.00
19	30" Concrete Curb & Gutter	LF	5900	19.16	113,044.00	5990		5990	114,768.40		114,768.40
20	Concrete Curb & Gutter Spot Replacement	LF	360	72.00	25,920.00		345.3	345.3	24,861.60		24,861.60
21	Concrete Driveway Paving	SF	3250	7.50	24,375.00	4141.1		4141.1	31,058.25		31,058.25
22	Concrete Sidewalk Spot Replacement	SF	480	19.00	9,120.00		78	78	1,482.00		1,482.00
23	Turf Replacement	LS	1	33,400.00	33,400.00	1		1	33,400.00		33,400.00
24	2" Tree	Ea	2	1,017.00	2,034.00		1.5	1.5	1,525.50		1,525.50
CHANGE ORDERS											
CO1	AYRES - CO#1	LS	1	204,793.50	204,793.50	0.78	0.18	0.96	196,601.76		196,601.76
CO2	AYRES - CO#2	LS	1	0.00	0.00	0	0	0	0.00		0.00
CO3	AYRES - CO#3	LS	1	7,462.00	7,462.00		1	1	7,462.00		7,462.00
CO4	AYRES - CO#4	LS	1	17,997.00	17,997.00		1	1	17,997.00		17,997.00

* If applicable, attach receipts or other proof of ownership or title to stored products

CONTINUATION SHEET (FOR UNIT PRICE APPLICATION FOR PAYMENT)

CO5	AYRES - CO#5	LS	1	12,764.50	12,764.50		1	1	12,764.50		12,764.50
CO6	AYRES - CO#6 - Park Playground	LS	1	18,817.00	18,817.00		1	1	18,817.00		18,817.00
									0.00		0.00
Subtotal or Total					1,160,392.00				1,121,077.74	0.00	1,121,077.74

* If applicable, attach receipts or other
proof of ownership or title to stored products



246 Summit
River Falls, WI 54022

Phone: 715-425-9011
Fax: 715-425-5189

Owner: Village of Roberts
107 East Maple Street
Roberts WI 54023

Job Location: Village of Roberts Pavilion
312 N. Park Street
Roberts WI 54023

Progress Billing

Application: 3

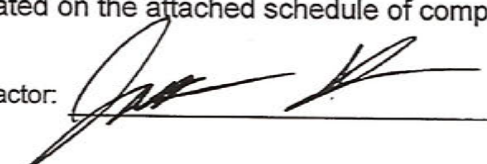
Period: 11/29/2024

Application For Payment On Contract

Original Contract.....	288,800.00
Net Change by Change Orders.....	0.00
Contract Sum to Date.....	288,800.00
Total Complete to Date.....	148,478.04
Total Retained.....	7,220.00
Total Earned Less Retained.....	141,258.04
Less Previous Billings.....	88,050.97
Current Payment Due.....	53,207.07
Balance on Contract.....	147,541.96

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: 

Date: 12-2-2024

Owner: _____

Date: _____

Architect/Engineer: 

Date: 12/3/2024

Amount Approved \$ 53,207.07

Terms: Invoices are due and payable from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: Ross & Associates, LTD.

Thank you for your prompt payment.

PROGRESS BILLING

Application: 3

Period: 11/29/2024

River Falls, WI

Schedule of Work Completed

Description of Work	Scheduled	Changes	Contract	Previous	Current Comp.	Stored Mat.	Total Comp.	%	Balance	Retained
7200.000 General Condition	27,756.00		27,756.00	14,100.00	5,000.00		19,100.00	68.81	8,656.00	955.00
24100.000 Demolition	1,792.80		1,792.80		1,792.80		1,792.80	100.00		89.64
30000.000 Concrete	49,762.52		49,762.52	49,762.52			49,762.52	100.00		2,488.13
40000.000 Masonry	38,186.64		38,186.64		14,000.00		14,000.00	36.66	24,186.64	700.00
51200.000 Structural Steel	11,322.72		11,322.72	11,322.72			11,322.72	100.00		566.14
61053.000 Rough Carpentry	45,566.28		45,566.28		35,000.00		35,000.00	76.81	10,566.28	1,750.00
73113.000 Asphalt Shingles	16,042.32		16,042.32						16,042.32	
74600.000 Siding	41,086.44		41,086.44						41,086.44	
79200.000 Joint Sealants	2,700.00		2,700.00						2,700.00	
99400.000 Painting	11,232.00		11,232.00						11,232.00	
100000.000 Specialties	320.76		320.76						320.76	
260000.000 Electrical	24,840.00		24,840.00	3,000.00			3,000.00	12.08	21,840.00	150.00
310000.000 Earthwork	18,191.52		18,191.52	14,500.00			14,500.00	79.71	3,691.52	725.00
Totals:	288,800.00		288,800.00	92,685.24	55,792.80		148,478.04	51.41	140,321.96	7,423.91

Sec. 34-14. Open burning.

Recreational fires:

- (1) No fire permit is required for a recreational fire.
- (2) Hours of burning are from 6:00 a.m. to midnight.
- (3) There is no burning allowed in the mobile home park.
- (4) No open burning is allowed.
- (5) Maximum fuel area of five feet in diameter and three feet high.
- (6) No burning for disposal. No garbage, paper products, fireworks or construction materials (non-wood items, green/brown treated lumber, etc.) can be burned.
- (7) Fires must be contained in a burning appliance or a fire ring and must be at least 25 feet from a building or combustible material.
- (8) Fires shall be constantly attended by a person knowledgeable in the use of the fire extinguishing equipment.
- (9) Red flag days are days that burning is not permitted. Red flag day notices will be posted at Village Hall and on the Village of Roberts website.

(Code 1980, § 9.14; Ord. No. 2008-4 VB, 6-16-2008; Ord. No. 2018-1 VB, 3-12-2018)

Sec. 30-181. Fee schedule.

A license shall be required for each of the following businesses or activities at the indicated license fee, which shall be for one year unless otherwise indicated:

- (1) Dog licenses.
 - a. Males and unspayed females: \$15.00.
 - b. Neutered males and spayed females: \$10.00.
- (2) Intoxicating liquor licenses.
 - a. Retail Class "A": \$500.00.
 - b. Retail Class "B": \$500.00.
 - c. Retail Class "C": \$100.00.
 - d. Transfer: \$25.00.
- (3) Fermented malt beverage licenses:
 - a. Retail Class "A": \$100.00.
 - b. Retail Class "B": \$100.00.
 1. Part time: Three-fourths of annual license fee per six-month period.
 2. Picnic: \$5.00 per day, not to exceed three days.
 3. Operator's license: \$15.00.
 - c. Wholesaler's: \$25.00.
- (4) Peddler's, canvasser's, solicitor's and transient merchant's licenses: \$10.00 investigation fee.
- (5) Mobile homes and mobile home parks: \$2.00 for each space.
- (6) Cigarette license: \$25.00.

(Code 1980, § 12.01; Ord. No. 11102003-1-VB, 11-10-2003)

Current \$10/\$15
Suggested \$15/\$20
- we make 25¢ per
tag right now.
doesn't cover postage

St. Croix County Clerk

Dog License Report

2024

Date: 11/18/2024

Municipality: Village of Roberts

Half Price? ☐

# Neutered:	43	\$129.00	
# Non-Neutered:	28	\$224.00	
# Spayed:	69	\$207.00	
# Non-Spayed:	4	\$32.00	
# Mult Dog Lic:	0	\$0.00	
# Mult Dog Addl:	0		* (not included in totals)
# Service Dogs:	0		* (not included in totals)
# Replacem't Tags:	0		* (not included in totals)
Total:	144		

Total Collected:	\$592.00
Municipality Profit:	\$36.00
County Revenue:	\$526.40
State Revenue:	\$29.60

Grand Total Due:	\$556.00
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Receipt Date:



Receipt #

Dog Tag Fee Comparison

<u>Municipality</u>	<u>Male</u>	<u>N. Male</u>	<u>Female</u>	<u>S. Female</u>	<u>Late Fee</u>
Roberts	\$15.00	\$10.00	\$15.00	\$10.00	
Hammond	\$18.00	\$12.00	\$18.00	\$12.00	
Baldwin	\$18.00	\$10.00	\$18.00	\$10.00	5.00 per dog
Somerset	\$10.00	\$5.00	\$10.00	\$5.00	
River Falls	\$10.00	\$5.00	\$10.00	\$5.00	5.00 per dog
Hudson	\$20.00	\$10.00	\$20.00	\$10.00	5.00 per dog
New Richmond	\$17.00	\$10.00	\$17.00	\$10.00	5.00 per dog

Request for items to be placed on the agenda.

Agenda Item #: ____ Meeting Date: RVB. Mon. Dec. 09, 2024._____

Date Received:	
Presented By:	Trustee Peter Tharp
Seconded By:	

Description of items to discuss:

- 1. Discussion/approval to remove the handicap parking signs in front of Rowdy's Ranch Supply business located at 106 West Main Street OR to require the owner to comply with Village Ordinances and Wisconsin State Statutes.**
- 2. Discussion/approval to remove the handicap painted sign on the street across the street from Rowdy's Ranch Supply OR to require the owner/installer to comply with Village Ordinances and State Statutes.**
- 3. Discussion/approval to require the owners of Rowdy's Ranch Supply to remove the 15 minute temporary parking signs in front of their business and cease installing signs of any type unless granted permission by the Village of Roberts Village Board.**

Thank you.

Village of Roberts Trustee.

Peter Tharp.



MULCAHY SHAW WATER

Mulcahy Shaw Water, Inc

N57 W6316 Center Street
Cedarburg, WI 53012

Voice: 262-241-1199

Bill To:

Roberts WWTP
107 E. Maple Street
Roberts, WI 54023

John Bond

715-760-1312

—rbtswwtp@baldwin-telecom.net

Ship To:

Roberts WWTP
750 Hwy 65
Roberts, WI 54023

QUOTATION

Quote Number: 16078

Quote Date: Nov 14, 2024

Shipping: FOB Factory

Freight: Not Included

Quoted By	Good Thru	Payment Terms	Delivery
	12/14/24	Net 30 Days	See Below

Quantity	Item	Description	Unit Price	Amount
1.00	ITRANS-1B210	Explosion proof 0-100% LEL Methane with on board relays	2,087.25	2,087.25
1.00	ITRANS-14110	Explosion proof hydrogen sulfide 0- 500ppm with on board relays	2,087.25	2,087.25
1.00	ITRANS-1A410	Explosion proof oxygen 0-30% volume with on board relays	2,029.75	2,029.75
1.00	MX43M-4-3-A-0-1-0	Wall mounted 4 line controller with red horn and strobe, COM43 software	3,168.25	3,168.25
1.00	Start Up	Initial Programming & Training **plus Freight**	1,000.00	1,000.00

Please make Purchase order to Mulcahy Shaw Water, Inc.

Plus Sales Tax/ Tax Exempt Certificate Required

Plus Freight

Accepting Credit Cards with 3% Convenience Fee

Subtotal	10,372.50
Sales Tax	
Freight	
TOTAL	10,372.50

ARPA FUND TRACKING

Deposit	98,859.45
Deposit	98,859.45
Deposit Totals	197,718.90

Approved Expenses

Police Squad	49,206.99
Micosoft 365	9,000.00
Notebooks	2,704.00
Wyze Camera	263.67
Tables and chairs	\$2,000.00
Lisa Computer - 2024	\$3,000.00
Park Equipment Install	\$6,500.00
Skag Mower	\$7,730.42
Truck - PW	\$27,000.00
Subtotal	107,405.08

ARPA Funds left	90,313.82
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Items Committed to during Budget meeting:

HVAC - Library	\$20,000.00
Clerk Radio	\$3,500.00
server	\$20,000.00
computers - clerks office	\$4,200.00
Sesquisential	\$2,500.00
Park	\$30,000.00
Park - Security Camera(s)	\$500.00
WIFI - park	\$500.00

Total remaining	9,113.82
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