

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

Present: Katy Kapaun, Mary Shemon, Peter Tharp, Jeff Vogt, Shawn Dakovich, Tim Johnson, Brian Tremblay
Guests: Josue Gonzalas, Chris Holmes, Sharon Pizzi, Marcia Krogseng, Chuck Pizzi, Paul Harer, Tori Schoess, Jerry Strohubusch

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. Approval of adding Don Graf to the CDA and RLC Committees.
7. Acknowledgement of the Police Departments Report
8. Acknowledgment of the Library Director's Report
9. Acknowledgement of the Public Works Director's Report
10. Acknowledgement of the Clerks Report
11. Acknowledgement of the Library Meeting Minutes
12. Acknowledgement of the Plan Commissions Meeting Minutes
13. Acknowledgement of Finance Committee Meeting Minutes
14. Acknowledgement of Joint Comprehensive Plan Meeting Minutes
15. Acknowledgement of Joint Review Board (TID) Meeting Minutes
16. Acknowledgement of CDA/RLC Meeting Minutes

Motion to adopt the consent agenda as listed except for items 1, 6, 9, 13 and 14 by Johnson, seconded by Dakovich. Motion carried.

Agenda

Discussion/approval of pull items for discussion of consent agenda items.

Discussion/possible approval of any items pulled from the consent agenda needing further discussion.

#1 – the wrong minutes were in the packet, but the correct minutes have now been sent out. Dakovich motions to postpone this item until next month, seconded by Johnson. Motion carried.

#6 – This was not on the original agenda and the website agenda was not updated. Motion to postpone by Dakovich, seconded by Johnson. Motion carried.

#9 – There was no Public Works Director's Report presented so there is nothing to acknowledge.

#13 – Question was asked regarding having the Finance Committee approve the minutes before the Board acknowledges them. The Finance Committee is not set to meet until August 2025.

#14 – Clarification on the Joint Comprehensive Plan Minutes and Johnson is ok with this. Motion to acknowledge by Dakovich, seconded by Tremblay. Motion carried.

Communications

Legal Updates – there are no significant updates for the pending lawsuits against the Village.

Water Tower Update – This had to do with the cleaning last month. This issue has settled down since last month.

Joint Comp Plan Open House – this is set for January 15th at the Warren Town Hall. The link for the plan will be on the Village website.

Employee Holiday Brunch – is scheduled for December 20th at 9:00 am here at Village Hall.
Developers Contacts – met with Melissa from St. Croix EDC, Wisconsin EDC Rep and Developer from Crane I Holding looking at land that is available. Hudson is full and looking to Roberts for opportunities.
Also met with Trevor Bruce regarding the next phase of Deer Hills.
Sesquicentennial Update – met this past week. The dates are set for October 3rd – 5th. Looking for volunteers to help with the events that are planned. Next meeting will be January 16, 2025.
Election Update – nomination papers are available and need to be returned by January 7th.

Public Concerns - none

Old Business

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

Nothing new to report.

Discussion/approval regarding updating the Budget ordinance and removing it from agenda. Kapaun asked if we want to proceed with revising the ordinance or continue like we did this year. Dakovich likes what we are doing but still feels that we need to tweak it a little. Johnson talked to Brian Lane regarding the process, and he would like to see us trying to put together quarterly reports and start the meetings in September so that we are done earlier in the year. This will stay on as old business at this time.

Discussion/possible approval of updating Ordinance 46-4 regarding Public Nuisances affecting health (6) Noxious weeds and grass. Dakovich's goal is to have this ready for the January or February meeting.

Discussion/approval on how to proceed with the Hancock property and removing equipment outside. Chief Strohmusch received an email response from John Bruening, and he is not looking to move this until March. Dakovich and Johnson are ok with waiting until March. He could be dealing with weight restrictions to move this property in March, but he has admitted that it is his.

New Business

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

Troy Moritz is here to discuss his potential development that he is looking at along Highway 65. Troy gave a quick update on his background and his business partner Patrick Feenstra. Working with all local companies for this project. Most companies and enterprises will come to a community if they don't have to wait a long time for approvals and building to get done. They are looking for a three-to-five-year plan to be shortened to 9 months before they commit to it. There are 21 acres that are currently zoned commercial, and three to four acres are currently zoned residential. Troy is looking for three or four eight-acre parcels to build on. They would like to become part of the Village of Roberts for the additional benefits that Roberts can offer. The entire property is subject to shoreline districting. Johnson asked about the water and storm runoff and water trading credits with the DNR and Troy thinks there is great opportunity. If development starts before the water trading credits, then the credits cannot happen. Kapaun asked if Johnson thinks that Troy should be looking for the water trading credits because something must be taken out to get the credit. Troy asked how long they would look back. Native prairie could happen but no trading credits. Troy will hand this over to his engineering firm to start these conversations. They are looking for Highway 65 access for business but what happens to the remaining property. Bond asked about coming onto Highway 65. No new driveways are coming in. There are three independent parcels with access, and this is recorded. There are meetings set up to discuss this. The other obstacle is the water way that runs through this property. Had the wetland delineated. Red is non-permeable surfaces. Recorded egress for the bottom lot and the top property. Proposing to make a

shared egress for the top two parcels and the bottom lot will use another access point. Stormwater is the blue boxes. Trying to leave as much of the acreage closest to the lakes. The changes that they are asking for are to annex to the village and recharacterize the land as R-5, which is a Highway Business District. They would like to apply for annexation and a zoning change from commercial/residential to B-5. Dakovich is thinking that this is a good use of the land. Bond said that there is water/sewer along this property already and thinks this fits. Dakovich asked about using Hilpert Street, they like an ingress and egress, and this will be conversation with the Village if needed. Kapaun said that Troy is coming here with a different approach and if we have any objections to the annexations and they are pursuing the rezoning to B-5. Johnson asked what type of companies would come in and Troy would work with companies to see if they would come here. Tremblay commented that we only have one more liquor license and if all these companies want a liquor license, then what? Town of Warren has one available and so does the Village. Not sure if all the businesses will need a liquor license depending on what comes in. Kapaun agrees that we are not hearing any objections to what you are asking for so it looks like you can keep moving forward. Vogt thinks it fits only concern is roads and traffic.

Discussion/approval of Phantom Fireworks Showrooms LLC dba Phantom Fireworks annual renewal of their Seller's Permit.

This is the same letter and application for the last four years and doesn't follow-up. Tharp talked about the ordinances not being current. Strobusch has worked with them for the last three years and there are no problems with them. If there was a complaint, then he would go down and visit them.

Tharp said the ordinance was passed in May 2006 and the form is not referencing the correct ordinances. Motion to approve by Dakovich, seconded by Shemon. Tharp said that this was supposed to be done last year, and it is still not done. The Board would like to see this done in the next six months. Motion carried with Tharp opposing.

Discussion/approval of 2024 Streets (Spring/Pleasant) Albrightson Pay Application #7.

This includes the change orders that were discussed last month, and the memo summarizes the items. There was a question on what sidewalks are being referenced in the documents. Dakovich asked if Cheyenne was covered under warranty and Bond is not sure. The spot curb and gutter – 360 linear square feet. It appears it is just on the sidewalk on Main Street that needs clarification. Move to postpone the Albrightson Pay application by Dakovich, seconded by Johnson. Motion carried.

Discussion/approval of Ross & Associates Pay Application No. 3 for the park pavilion in the amount of \$53,207.07

This is for the work that has been done on the pavilion at the park. The correct stone is now here. Motion to approve by Dakovich, seconded by Shemon. Motion carried.

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).

Paul Harr is here regarding our ordinance for open burning and is looking to burn the trees and debris that have been taken down. They can dig a hole to bury most of it or burn it as a small fire. Bond said in the past we have denied these requests as the concern is the number of houses that are in the area, that there will be lingering smoke for days and there could be complaints. We have already heard from residents regarding the trees being removed so we would expect calls from the residents regarding the burning. They are looking for the burning permit or it will sit there. They were unaware of the burning issue when they started. Vogt has a big concern regarding the smoke. Johnson asked if it was chipped would they be willing to donate the chips to the future park – cost of the chipping – Johnson said this would be a write off – No chips under the playground equipment or on walking trails. This is too big of a liability.

Discussion/approval of changing the dog tag registration prices starting in 2025.

Move to change the dog tag registration as \$15/\$20 by Tharp, seconded by Dakovich. Kapaun asked to clarify the motion as to what fees would be and they are \$20 for intact and \$15 for spayed/neutered or \$5 increase for each category. Motion carried with Tremblay opposing.

Discussion/approval to add the required permanent signage for the painted handicap parking spot at 106 W Main St.

This would be to add the sign in front of Rowdy's. Motion to approve the required signage by Tremblay, seconded by Shemon. Discussion continued with Tharp asking if this would follow the village ordinance and state statute. Vogt asked if the Village is covering, and we are. Motion carried with Dakovich opposing.

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.

There is a painted spot on the street. Tharp thinks we either ask for this to be removed or to sign it properly. Johnson asked if it had a sign like what is at Rowdy's and there is not. The Village started this when the newer part of the building was added. Tharp does not think that we should have handicap spots on Main Street. Chief Strohmusch clarified that the sign can be on the wall. Motion to approve the ordering of a new sign and add it to the building for both locations by Johnson, seconded by Dakovich. Motion carried with Tharp opposing.

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.

Tharp does not think that the village board has the authority not to have the police enforce this because it would be against the contract. Temporary parking signs are not being asked to be removed. Motion to not take any action on this by Johnson, seconded by Tharp. Motion carried.

Discussion/Approval-Job Posting and Interviewing process for open police department position

Motion to approve by Dakovich, seconded by Shemon. Discussion from Strohmusch, the individual that was offered this position, is no longer interested. When applications start coming in, he wants to start interviews as soon as possible instead of waiting a month as this will allow us to maybe have more applicants. This is still part of the third and fourth officer positions. Tharp asked if it is Wes, Tom and Jerry this would be the fourth one. He is currently backgrounding the next candidate for the open position. Motion carried.

Discussion/Approval-Payout/Carryover Chief of Police Jerry Strohmusch for unused vacation/holiday/comp hours.

Strohmusch will have 58 hours of vacation and one floating holiday and seven hours of comp time that he is trying to get used up but knows that it will not all get used. Kapaun asked what he was looking for and he is looking for carryovers of vacation and Holiday and comp paid out. This would be at the normal rate for 2024. Dakovich thinks Dull should have discretions on how to do this. Move to pay out or carry over any unused vacation/holiday/comp time to be worked out with Dull by Dakovich, seconded Shemon. Motion carried.

Discussion/approval of payout/carryover of vacation and comp time for Clerk Dull.

Dull is also looking for carryover of unused vacation and comp time. Move to carry by Dakovich, seconded by Tharp. Motion carried.

Discussion/approval of Mulcahy Shaw Water Inc Quote for air monitoring equipment at the WWTP.

Dakovich would like to use ARPA funds for this (allow for the full payment in case we need to spend something but with the potential extra costs coming from the general fund). This is required and our equipment has failed, and we cannot get parts to fix it. To replace the equipment is \$17,000 with Drager and Mulchay Shaw wants to have a site in our area that we would be willing to show potential customers this equipment so they would sell it for cost. The cost is \$10,372 which would exhaust our ARPA funds. This monitors the three standard gases. If you keep them calibrated the sensors will need to be replaced every three to four years. Johnson asked if we can only approve this for purchase because it is a quote and not a bill. Move to approve the quote for the air monitoring system by Dakovich, seconded by Vogt. Motion carried with Johnson opposing.

Discussion/approval of ARPA Fund allocations and possible expenditures.

Fix to wording for the Village cameras and wi-fi solution for the different areas. You might be able to beam the internet over to the park from Village Hall but would prefer a dedicated system over there. It could be a full live feed for the camera, but for now we would have to look at the cards as if they were not live. We should also look to beam out from WWTP, and these would need to be solar. We should start the discussion with the Fire Dept and Library to add cameras pointing at the road and we could have live feed of a potential issue that is happening in town. Do we need to add money to the ARPA funds. The library has cameras they just need to be installed. Designate the remaining funds. Move to change the wording on the camera and add the Mulchay Shaw quote to this to use the remaining funds by Dakovich, seconded by Tremblay. Motion carried.

Discussion/approval of 2024 Carry over funds.

Village Board Publications - \$2,000

Village Clerk Payroll - \$5,000

Elections – part time wages - \$1,600

Elections – other expenses - \$5,000

Municode - \$1,500

Weed & Nuisance – other expenses - \$750.00

Public Works – up to \$30,000

Police Salaries - \$62,000 or \$84,000 (ask Jerry)

Library – up to \$45,000 (\$35,000 debt payment and \$10,000 flooring and general maintenance needs)

Parks – outlay of \$25,000 and continual approp of \$1,500.

Motion to approve funds as discussed by Dakovich, seconded by Johnson. Motion carried with Tharp opposing.

Items for future agendas.

January – adjusting our meeting times and alternating from evening to daytime meeting. Not always well attended but incur a lot of staff time.

Motin to adjourn at 8:00 pm by Dakovich, seconded by Johnson. Motion carried.

Megan Dull,
Village Clerk