

Village of Roberts
Village Board Meeting
June 9, 2025

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

Present: Janelle Beal, Jeff Vogt, Shawn Dakovich, Katy Kapaun, Mary Shemon, Brian Tremblay, and Tim Johnson

Guest: Peter Tharp, Tori Schoess, Chuck Pizzi, Jerry Strohmusch, Chris Holmes, Emily Cook, Gabby Lubich, Scott Gerhardt, and Josue Gonzalaz – Ayres,

Consent Agenda

1. Approval of Village Board minutes of May 12, 2025.
2. Acknowledgement of Treasurer's Report
3. Approval of bills/checks written
4. Acknowledgement of the Police Departments Report
5. Acknowledgement of the Clerks Report
6. Acknowledgement of the Public Works Report
7. Acknowledgement of the Library Director Report
8. Acknowledgement of the Park Committee Meeting Minutes
9. Acknowledgement of the Plan Commission Meeting Minutes
10. Acknowledgement of the Building Inspectors Report

Discussion/approval of Consent Agenda.

Tremblay asked a question regarding the Building Inspectors and Dull will follow up on this with Dolan.
Motion to approve the consent agenda items except for #1 by Shemon, seconded by Johnson. Motion carried.

Discussion/possible action of any items pulled from the Consent Agenda needing further discussion.

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

Communications:

- Legal Updates: Tharp vs Village – oral arguments are scheduled for August. In the Berger vs Olson matter, there was a pretrial and there is a further pretrial set for the end of July. For the Twin Lakes vs Village of Roberts there is a status conference in May and another in July due to changes in the property.
- There is a St Croix EDC Municipal Meeting on June 12 – 11:00 – 1:00 to discuss the St. Croix County Housing Study. Kapaun cannot attend but if someone else would like to, please do.
- Sesquicentennial Update: Thanks for getting the banner up. The next meeting is June 18th at the Park Building.
- Deer Hills Ribbon Cutting is June 18th at 9:00 am.
- Good Neighbor Days Recap: Thank you to all the village employees as the village looked great. Thanks to the presence of law enforcement for being visible and thank you to the Lions Club!
- S. Division St. parking issues: This is on Jerry's report and has been followed up on.
- Dog Park Dedication: This happened on Tuesday, June 3rd. There was discussion to have it Thursday of GND but that did not work and neither did Friday night. Talked about having it before the park meeting so that is why it came up quick. This is a wonderful gift to the community and thanks for the contribution to the Village.
- June 11th is a special meeting for Liquor License/Operator License Renewals.

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Public Concerns: None

Old Business:

Discussion/follow-up to revise the Special Assessment Ordinance 54-6 & 54-4 for clarification. - none

Discussion/action regarding updating the Budget ordinance and removing it from agenda. - none

Discussion/possible action of updating Ordinance 46-4 regarding Public Nuisances affecting health (6) Noxious weeds and grass.

Dakovich asked to have this pulled unless anyone else wants to take it over. Motion to strike from old business by Dakovich, seconded by Johnson. Motion carried.

Discussion/action on how to proceed with the Hancock property (103 S Locust) and removing equipment outside.

The equipment has been removed so no further follow-up is needed. Motion to strike from old business by Johnson, seconded by Shemon. Motion carried.

Discussion/action regarding stormwater repairs at 102 Packer Drive.

There is nothing to report on this currently. Johnson has a question regarding the repair and if this is the Villages or the property owners. The apron is a village easement 10 feet from curb and full apron. Will reach out for cost sharing and if the width needs to be shown as wide enough, they could request it to be wider.

New Business:

Discussion/approval of extra-territorial for Dianne Enerson for a two-lot CSM located at 103rd Street and 80th Avenue from Auth Consulting.

This was recommended by Plan Commission. Motion to postpone until Wednesday by Vogt, seconded by Tremblay. Motion carried.

Discussion/action on Kleven Property Assessment 2026 Maintenance Assessment of Real Property Contract.

Dates were updated for 2026, and the amount is still the same. Motion to approve by Vogt, seconded by Shemon. Motion carried.

Review and Response to Any Written Comments on Draft Comprehensive Plan.

There were no written comments

Consideration of Ordinance 2025-01 – An Ordinance to Adopt the Village of Roberts & Town of Warren Comprehensive Plan 2025-2045.

Motion to adopt the Village of Roberts Ordinance 2025-01 for the Joint Comp Plan 2025-2045 by Tremblay, seconded by Beal. Motion carried.

Discussion/action regarding Ayres Proposal for the Retaining Wall at the Roberts-Warren Fire Dept.

No update currently as we are waiting for draft to come through. Motion to postpone until the July meeting by Johnson, seconded by Shemon. Discussion continued regarding whether this will be identical to what is currently there, and it appears it will become a poured wall on footings. Motion carried.

Discussion/action on Ordinance 30-74(g) Regulating Domestic Animals – Chickens.

The Chief left a handout regarding complaints against chickens. This was put under a moratorium years

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ago and the homeowners were invited to attend this meeting but are not here. If we allow chickens who will regulate going forward. There is no existing permit for them. Rumor has it there are others in the Village. Tremblay said that there is a state bill that if it passes it would prevent the village from disallowing them. Not sure if this is going to pass or not. Kapaun does not have any big objections to having them but how are they going to contain them. Animal control will not deal with chickens. Maybe look at the ordinance and make an easier coop idea. Who will monitor and what penalties will be in place. Do we want to rescind the moratorium and have Plan Commission revise the ordinance? Tremblay would like to see the residents get the permit now while we work on the ordinance. Dakovich does not think we need annual review. Motion to refer this back to plan commission for consideration and recommendation by Tremblay, seconded by Beal. Motion carried.

Discussion/action regarding Waste Management Invoice #6177226-1860-1 for \$7,228.48 for clean-up permits.

Motion to pay this invoice to Waste Management by Dakovich, seconded by Tremblay. Motion carried.

Discussion/action regarding the testing labs for the WWTP.

Meredith Pollar from Ag Source is here. They have 65 years and rich history in Ag. Locations in Marshfield and Menomonie. The route pickup would be at WWTP for samples. They would be couriered to Marshfield with results in a portal. Ag Source would keep historically. They will need a list of the test needed for price quotes. A question was asked if the DNR maintains a list of approved labs and is there a list of errors or issues with the approved labs and basically only if there is a notice of non-compliance. This would be set on lab records until it is completed. There are standard tests for municipalities like BOD, phosphorus, TKN, TSS, etc. Debbie from Commercial Testing Labs: The village has been a customer since 1998. They started as a dairy testing lab and then into environmental. With being local the driver will come and get a sample or can have it brought down. Drivers are here five days a week and we are picked up three days a week. They do charge for pickups, but this can be negotiated. Reliability of Commercial testing labs is monitored, detected & reported. BOD is a crap shoot and destined to fail. The incubator must be 20 degrees plus or minus and the restrictions are tight. Everything that could go wrong there is a data sheet so there is no bad result but a qualifier on a result and these just happen. The slightest human error could cause us to have a qualifier, but CTL passes audits all the time.

There are a lot of pieces to this but if we want to consider this, get a list of tests for a month and quote back to see how they compare. Holmes will put a list together of what is needed, and a quote will come back. Motion to postpone until the July meeting to compare the pricing meeting by Tremblay, seconded by Beal. Motion carried.

Update on the 2023 Street Project.

Trying to meet on site for 2023 Street Project to get the final punch list including the park, and final restoration.

Update on the 2024 Street Project.

Need a schedule update to address the final punch list and when they will be back.

Discussion/action on Ross & Associates Pay Application #8 for the Park Pavilion.

The Pavilion is 100% complete and the only outstanding item is for the retainage. Motion to approve Pay Application #8 to Ross by Tremblay, seconded by Shemon. Motion carried.

Update on test well.

The test well is complete and drilled to the targeted depth. Initial results are good flow production. The preliminary results are good. Nitrates are coming in under the threshold of 10 as we are currently at 9.2.

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This will need to be a consideration for future improvement or treatment. The well is still left open for more testing or drilling deeper to see if we want to sample at deeper levels looking for 325 now with the next being a few hundred feet more but this will also cost more. Johnson asked what happens in ten years if we do not drill deeper and who pays for this in the future. Kapaun agrees that this is way to close to the limit. In conversations with the County, they stated that our cleanest water is by the WWTP. Flows from East to West and this is a foretelling thing for our other wells. Existing wells are slowly going up and If treatment is needed, they would have to be treated individually. Filtration systems could be \$500,000 to \$1 million. If it goes deeper, could we run into other issues with other levels? Johnson asked what the next aquifer would be and Gonzalaz is not sure. This could be added to the special village meeting on Wednesday.

Discussion/action regarding Ayres Proposal for Final Water Tower Design for bidding and construction.

Gonzalaz went over the cost breakdown in the memo from Ayres. They are looking to move ahead since we do not have to wait for DNR loan approvals, which has also helped to lower the cost. Gonzalaz added that the proposed bidding is scheduled for August. Motion to approve the proposal from Ayres by Tremblay, seconded by Beal. Motion carried with Vogt opposing.

Recommendation/action to award Geo Technical Services for Water Tower #2.

Gonzalaz went over this memo as well. The recommendation is to go with AET as they are the lowest bidder, they would be contracted directly with the Village. Terracon could get out here up to two weeks earlier. Motion to award the tech services to American Engineering Testing Inc by Tremblay, seconded by Shemon. Motion carried with Vogt opposing.

Discussion/action for Water Main Loop Project scope discussion.

Typically, you dig a hole and add pipe. Gonzalaz is asking if the Village would be interested in doing a road project at the same time as the utilities. The total project was around \$5,000,000. 70th Avenue at the end has a lower pacer rating so it would be time to fix it. Tremblay sees it as an opportunity for attracting more businesses to this area and would like to see the road leveled out by ECI also. The biggest issue is to discuss with the Town of Warren as a 2026 project. Johnson asked about sewer lines, but the problem is Deer Hills is not all laid out to know where sewer can go. County materials would need to be serviced with a lift station as it will not gravity feed. 130th can be gravity fed. If we don't redo the road the project will be \$4.3 million and if we did full price, it would be \$6.6 million but this doesn't include sewer services. Dakovich would like to know if the Town of Warren is willing to go in on this. Tremblay asked if there is a failure risk and there is none for water main as this is deeper than the minimum requirement. Vogt would like to see this considered. Kapaun will reach out to Hanson to see if they are interested in going in on this with us. Will review the preliminary plans with Holmes this month. Have until fall or winter to bid on this. Motion to postpone until the July meeting by Johnson, seconded by Tremblay. Motion carried.

Discussion/action regarding Legal Services and possible future Request for Proposal.

Received correspondence with Nelson & Lindquist to represent the village. We used them before. Is there interest in us reaching out to other services? This can be looked at this down the road. No action taken.

Discussion/action regarding Sherry Gibson's drainage issue on Durango Drive.

Kapaun said that this was before us last year. Gibson has water in her back yard due to drainage from the neighbor's yard. Public Works were out there both last year and this year. Dakovich has also been out there. This year the sump pump is draining into the back yard, and it appears to be draining in the same spot as before. Gibson has pictures of when the project was done, and it was clear for six months until the boulders were put in. She was told the sump pump would be tied into the sewer. She was told that the clay would be replaced. Dakovich thinks we should look at the agreements and Johnson agrees that we

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should look at the Village copy. Johnson would like to see a legal opinion on the documents, and the sump pump discharge could be a civil matter. No motion was made so this is back to a civil issue. Holmes will measure the sump pump to see if it complies with our ordinances, state law, etc.

Discussion/action regarding a storm shelter for the Village.

This was discussed and we decided that we would not staff a shelter. Could we have the trailer court add one for their residents. No action was taken.

Discussion/action regarding hiring for cleaning services at Village Hall.

Schuh has reduced her hours because she is not going to do the cleaning. Do we want to post this? Post as strictly a cleaning position up to five hours a week. Motion to hire for a part time cleaning position up to five hours per week by Johnson, seconded by Shemon. Motion carried.

Discussion/action regarding adjusting fees for copies and records.

This is a follow-up from last month. Printed copies are \$.10 for black and white, \$0.25 for color, and free for electronic delivery. This would be village wide. Motion to approve by Dakovich, seconded by Vogt. Motion carried.

Discussion/action regarding spending authority and limits for all village departments.

If the employee has a purchase card, the limit is \$2,500.

Discussion/action regarding the Public Works Committee – role, need, authority.

Kapaun asked how we want to proceed with the Public Works Committee? Do we want to add this committee and what their roles and authority are or do we stick to the water and sewer committee. Kapaun has looked at other area communities and they have a wide range of options. Anything not water/sewer would come to the village board for approval and oversight. The equipment schedule is part of finance. No other department has another oversight committee. Do we want to have it go back to water/sewer or revise the ordinance? With a public works committee there are two committees working on the same issues. The roll of a water/sewer committee could be to review rates, adjustments, suggestions and budget. Motion to restructure current public works committee to water/sewer committee as stated in the ordinance by Tremblay, seconded by Dakovich. Vogt asked about public works, and this will come directly to the board. Motion carried with Vogt, Johnson and Shemon voting no.

Discussion/action regarding the 2025-2026 Board/Committee Assignments.

Fire Association still needs a member. Added Todd Radunzel to Plan Commission and Michelle Odden to Library. Tremblay will stay on plan commission. There are no changes to the water/sewer committee. Motion to approve by Dakovich, seconded by Beal. Motion carried.

Items for future agendas.

- Distressed trees: ask Ackley to also give a bid on this project.
- Plan Commission – Dominoes
- Door to Clearas being open
- Packets

Motion to convene into closed session per Wisconsin State Statutes 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 Twin Lakes Litigation by Vogt, seconded by Shemon. Roll call: Beal – yes, Vogt – yes, Dakovich – yes, Kapaun – yes, Shemon – yes, Tremblay – yes, Johnson – yes. Motion carried.

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Adjourn from closed session to reconvene into open session.

Motion to adjourn from closed session by Dakovich, seconded by Johnson. Roll call: Beal – yes, Vogt – yes, Dakovich – yes, Kapaun – yes, Shemon – yes, Tremblay – yes, Johnson – yes. Motion carried.

Any action needed from closed session.

No action taken.

Motion to adjourn by Beal, seconded by Johnson. Motion carried.

Megan Dull,
Village Clerk