



September 13, 2018

Administration Committee Meeting

The Administration Committee met on Thursday, September 13, 2018 @ 1:00 p.m. at 316 S. Brad Street, Grantsburg, Wisconsin.

The Administration Committee Meeting was called to order at 1:00 p.m. by Committee Chairman, Larry Ebersold.

Roll Call

Present: Chairman, Larry Ebersold
Member, Greg Peer
Member, Gary "Goob" Coy

Absent: None

Others: Village Clerk, Patty Bjorklund
Village Treasurer, Sheila Meyer
Public Works Director, Chris Bartlett
Vincent Zilka
Erin Olsen
Ken Kutz
Pam Davies
Kristina Kelly-Johnson – Library Director

Member Peer moved, seconded by Member Coy to move into Closed Session to Discuss Pool Manager and to Review Applicants for Public Works Crewperson and Equipment Operator at 1:00 p.m.

Ayes: Ebersold, Peer, Coy
Nays: NONE
Motion to approve: Carried

Member Peer moved, seconded by Chairman Ebersold to move out of Closed Session and go into Open Session at 1:30 p.m.

Ayes: Ebersold, Peer, Coy
Nays: NONE
Motion to approve: Carried

Vincent Zilka and Erin Olsen were present discussing the pool rules for swimming lessons at the Grantsburg Municipal Pool. They expressed their concerns that the Level 1 Swimming Lessons weren't allowing children into the lessons based on their height. Vincent noted that he reviewed the Red Cross standards, and the requirements are not just based on height, but ability as well. He conveyed this to the Swimming Pool Manager, Sarah Covey. Vincent and Erin felt that the rules weren't consistent. They would like the rules to be clear as to the height restrictions and ability. There seemed to be different requirements. The committee will review all rules and make them available before the swimming season starts in 2019 for the Grantsburg Municipal Pool.



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Library Budget was discussed. The library discussed as part of their ongoing efforts to enhance the community and improve library services, the library board is proposing the following appropriation from the Village of Grantsburg for the 2019 Library Budget. The request is \$83,000 + matching hourly wage increase of Village Employees. The wage increase is based at the following rates:

.25¢/hour = \$84,448.20

.50¢/hour = \$85,896.39

.75¢/hour = \$87,272.07

Ken noted that the raises for their employees would be done based on an increase to the \$83,000 requested so that there is not a cut in services for the patrons. Village Treasurer, Meyer asked how much the library will receive in 2019 from Burnett County's apportionment. Kristina noted that they will receive \$71,847. Pam stated that 70% is figured into the formula that county residents are utilizing for funds. There is still a 30% shortfall that must be accounted for. Kristina stated that in the past she has used funds leftover to help with the following year's expenses. She is not sure if that will be the case for next year. Chairman, Ebersold mentioned donations that the library took in and what those funds are used for. Will they not help with the operating expenses there? Pam noted that when bequests are made, the monies are put into an endowment for future improvements to the library, not operating expenses. Kristina also applies for grant funding. Chairman, Ebersold noted that expenses for the village are increasing and revenues are staying the same, as reiterated by Village Treasurer, Meyer. Kristina also stated that the library is also cutting services as well. Pam wanted to state that the library wanted to keep pace with what the village is giving their employees. They would normally look at percentages, however; they heard that the village is getting rid of percentage-based raises and wanted to keep in line with what the village is doing. Pam thanked the village board for all their help. Village Treasurer, Meyer asked if the library is planning on meeting at the library with the county board for increases. Kristina has tried to meet with them. They haven't committed to a meeting as of yet she stated. Kristina asked when the village is planning to do their budget. Village Treasurer, Meyer stated that she will submit a draft budget to the board on October 4, 2018. She will have a Budget Working Meeting on October 8, 2018. She stated that if more work needs to be done, then another meeting will follow the October 8, 2018 meeting the following week. Kristina stated that she will be available for questions if anyone needs questions answered.

Review and make changes to Chapter 415 Property Maintenance of the Village of Grantsburg Code and Chapter 172 Property Maintenance of the Village of Osceola Code were discussed. Village Clerk, Bjorklund had made changes to the Chapter 172 Property Maintenance and made those changes per the requested changes by the committee at the previous August 22, 2018 Administration Committee Meeting. Member, Coy wanted to make sure that all references to Housing Inspector are changed to Building Inspector/Ordinance Officer. More changes were discussed. Village Clerk, Bjorklund had to leave early and the committee discussed all changes further. The changes will be made by Village Clerk, Bjorklund to Chapter 172 and make that the Village of Grantsburg's Ordinance. The final draft will be presented to the village board at their next Village Board Meeting. The Administration Committee will meet after the Special Board Meeting on September 17, 2018 to discuss Chapter 385 Nuisances of the Village of Grantsburg Code and Chapter 160 Nuisances of the Village of Osceola Code to determine what changes need to be made.

Member Coy moved, seconded by Member Peer to adjourn the Administration Committee Meeting at 5:30 p.m.



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Ayes: Ebersold, Peer, Coy
Nays: NONE
Motion to approve: Carried

Submitted by:

Patty Bjorklund – WCMC, CMC, CMTW
Village Clerk, Deputy-Treasurer
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