



January 6, 2020

Special Village Board Meeting

The Village of Grantsburg Board of Trustees met on Monday, January 6, 2020 at 6:00 p.m. at the Village Office, 316 S. Brad Street, Grantsburg, WI 54840.

Present: Village President, Michael Longhenry
Village Trustee, Diane Barton
Village Trustee, Greg Peer
Village Trustee, Caylin Muehlberg
Village Trustee, Russell Stone
Village Trustee, Julie Roberts
Village Trustee, Joe Sturdevant

Others: Director of Public Works Chris Bartlett
Deputy Clerk/Treasurer Allison Longhenry

President Longhenry called the Special Village Board meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Discussion/Action: James Bistram Retirement. Village crew member, James Bistram has submitted his notice of retirement. Jim has been with the Village crew since 1990. **Motion by Trustee Barton, second by Trustee Roberts to accept the notice of retirement received from James Bistram. Motion carried.** Bistram will be using his accumulated vacation until it is gone.

Discussion/Action: Public Works crew job description. The board reviewed the job description for crewperson and equipment operator. **Motion by President Longhenry, second by Trustee Barton to change the Work Environment section and add a Training section as follows: Work Environment. The employee frequently works outside in all seasons, near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibrations. Training. The employee will be required to participate in all training, applicable to this position, that is offered by the Village. All safety rules and regulations must be followed. All personal protective equipment (PPE) provided must be worn. Motion carried.**

Discussion/Action: Job Advertisement. **Motion by President Longhenry, second by Trustee Sturdevant to publish the job advertisement on January 15th and 22nd. Applications will be due on January 29th. Motion carried.**

Discussion/Action: Cooper Engineering Contract. President Longhenry reported the Administration Committee recommends approval of the Cooper Engineering Contract. **Motion by Trustee Peer, second by Trustee Barton to approve the contract with Cooper Engineering for Study and Report Services for Manganese Removal at Well No. 3 in the amount of \$6,000. Motion carried.**

Discussion/Action: Adjournment. **Motion by Trustee Roberts, second by Trustee Stone to adjourn the meeting at 6:45 p.m. Motion carried.**

Sheila Meyer
Clerk/Treasurer