



**October 12, 2020**  
**Village Board Meeting**

The Village of Grantsburg Board of Trustees met on Monday, October 12, 2020 at 6:00 p.m. at the Library Learning Center, 415 S. Robert Street, Grantsburg, WI and also via zoom.

**Present:** Trustee Greg Peer (Acting President), Trustee Diane Barton, Trustee Russell Stone, Trustee Leo Janke, Trustee Joe Sturdevant. Trustee Caylin Muehlberg joined via zoom.

**Absent:** President Michael Longhenry

**Others:** Police Chief Dan Wald, Director of Public Works Chris Bartlett, Deputy Clerk/Treasurer Allison Longhenry, Library Director Sara Christopherson, Brent Blomberg.

**Others via zoom:** Jonathan Richie-Burnett County Sentinel, Darcy Kolander-Inter County Leader

**CALL TO ORDER** Acting President Peer called the Village Board meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**APPEARANCES** Request for Christmas in the Park. Carol Zeiler submitted a request on behalf of the Grantsburg Lions Club, to use the James N. McNally campground at Memory Lake for their Christmas in the Park as in past years. Displays may be set up starting November 20, 2020 and must be taken down by January 9, 2021. The displays will be lit from December 5, 2020 to January 3, 2021. **Motion by Trustee Stone, second by Trustee Janke to approve the Grantsburg Lion’s Club request to use the James N. McNally campground for Christmas in the Park from November 20, 2020 until January 9, 2021 with the displays being lit from December 5, 2020 to January 3, 2021. Motion carried.**

Agenda order change:

**Bills.** Motion by Trustee Janke, second by Trustee Barton to approve payment of the following bills:

Checks #33192-33246	\$ 101,994.83
Payroll vouchers #V7010-V7043	\$ 32,053.79
ACH/EFTPS payments	<u>\$ 67,273.76</u>
Total	<u><u>\$ 201,322.38</u></u>

**Motion carried.**

**MINUTES.** Motion by Trustee Janke, second by Trustee Barton to approve the following minutes as presented: Village Board September 14, 2020; Property Committee September 15, 2020; Infrastructure Committee September 28, 2020; Public Safety Committee September 28, 2020; Administration Committee September 29, 2020; Property Committee September 29, 2020; Administration Committee October 5, 2020; Recreation Committee October 5, 2020; Airport Committee October 5, 2020. **Motion carried**

**CORRESPONDENCE.** Included in the Board packets were: Police Chief's Report; DPW Report; Clerk/Treasurer's (C/T) Reports: 1) License/Permits Issued 2) Cash Report 3) Budget to Actual Report; Burnett County Newsletter.

**BOARD, STAFF & COMMITTEE REPORTS**

**Clerk/Treasurer: 1) Manganese Filtration Well #3 Project Approval Letter.** C/T Meyer reported the project has received WI DNR approval and we are waiting for approval from WI Public Service Commission. **2) Safe Drinking Water Loan and Principal Forgiveness Ranking.** The Village is eligible to receive a SDWL for \$293,400 and principal forgiveness of \$440,100. **3) Payment for Municipal Services.** An email was included from Curt Witynski, J.D., League of Wisconsin Municipalities, encouraging communities to email Governor Evers' staff urging him to fully fund the payment for municipal services program in the upcoming budget. The program is currently funded at approximately 35% of what municipalities need to cover services they provide to state-owned facilities. C/T Meyer was asked to draft an email. **4) 2021 Budget Schedule.** A schedule was presented for needed meeting for the 2021 budget cycle.

**Library: 1) Director's Report.** Director Sara Christopherson gave the library report. **2) Library Board Appointment. Motion by Trustee Barton, second by Trustee Janke to appoint Tiffany Johnson to the Library Board as the school representative for a term to April, 2023. Motion carried.**

**Fire: 1) Village Rep Report.** Trustee Sturdevant informed the Board the Fire Department currently has 22 members, 2 on probation and 1 on leave of absence. There have been 90 incidents to date in 2020 compared to 88 at this time in 2019. The Fire Association Board is looking at a 2% increase in their budget for 2021. **2) Fire Inspection Violation Process.** Police Chief Wald discussed possible options for the Village to deal with repeat violators from issuing citations to reporting violators to the Burnett County District Attorney's Office. More information will be presented at the November Board meeting.

**Administration Committee: 1) Erickson's Water Certification.** The WI DNR test to become a certified water operator has been delayed due to COVID 19. Operator John Erickson was scheduled to take the water certification test in May 2020. Erickson was promised a raise if he became certified within 2 years of hire as Water/Sewer Operator. **Motion by Trustee Stone, second by Trustee Janke to back pay Water/Sewer Operator John Erickson \$0.50 per hour from the original test date of May 2020 to the rescheduled date of the test provided he passes and becomes a certified water operator. Motion carried.** **2) Golf Course Contract.** John Addison met with the Administration Committee and informed them he will be signing his interest in the Grantsburg Golf Course, LLC over to Jordan Knutson effective January 1, 2021. He introduced Knutson to the committee and recommended he be approved to fulfill the last year of the existing Golf Course Contract with the Village. **Motion by Trustee Barton, second by Trustee Janke to approve Jordan Knutson replacing John Addison as Golf Course Manager under Grantsburg Golf Course, LLC contract with the Village effective January 1, 2021. Motion carried.**

**Public Safety Committee: Halloween. Motion by Trustee Stone, second by Trustee Sturdevant to set trick or treat hours in the Village of Grantsburg from 5 pm to 8 pm on October 31, 2020 with a reminder to practice social distancing and to respect those households that chose not to participate. Motion carried.**

**Recreation Committee: Pool Repairs/Improvements. Motion by Trustee Barton, second by Trustee Janke to approve the following repairs/improvements for the swimming pool with the Village adding \$1,072.90 to the \$25,000 paid by Grantsburg School District taxpayers through the Grantsburg School District before the start of the 2021 season. Repairs/improvements include \$950 2020 rental of chemical equipment from Carrico, \$2,213.54 to paint the pool, \$7,640 to replace needed sections of cracked and/or uneven concrete around the pool, \$3,723.55 to replace tile along top of pool, \$11,545.80 to install 3 bay sink for the concession area, replace all water faucets and plumbing in the building for a total of \$26,072.90. Motion carried.**

**Airport Committee: Manager. Motion by Trustee Janke, second by Trustee Barton to enter into an agreement with Ron Wilhelm as Volunteer Airport Manager. Motion carried.**

Dave Volkmann Request. C/T Meyer informed the board of Attorney Helquist's recommendations that a driving easement would satisfy the ordinance requirement that all properties must front a street. DPW Bartlett explained the 4" water main that was originally installed from State Highway 70 to the motel also services the apartments, Fitness Center and former The Denn restaurant/bar. To shut water off for the motel, all of the other facilities would also be shut off. **Motion by Trustee Sturdevant, second by Trustee Barton to table this matter for further information. Motion carried.** C/T Meyer will request a copy of the driving easement from Volkmann and will research any easements that may exist for the water main that serves the motel, car wash, apartments, fitness center and restaurant/bar and report back to the board.

**Cats:** Trustee Barton reported feral cats in her neighborhood. Police Chief Wald will check with local farmers willing to take any trapped cats and will set traps.

**Christmas Hams. Motion by Trustee Barton, second by Trustee Sturdevant to order 10 hams for full-time employees and part-time all year employees. Motion carried.**

**COVID 19 1) Exit Door. Motion by Trustee Barton, second by Trustee Peer to authorize the installation of an emergency exit door in the current mail/copier room of the village office at an estimated cost of \$6,000. Motion carried. 2) Lock Doors.** Discussion was held on possibly locking the Village Office and allowing access by appointment only. Brent Blomberg reported Burnett County Government Center is currently doing this. **Motion by Trustee Peer, second by Trustee Barton to have the Village Office doors locked to the public and allow access by appointment only. Roll call vote: Trustee Peer – Yes, Trustee Barton – Yes, Trustee Janke – Yes, Trustee Stone – No, Trustee Sturdevant – No, Trustee Muehlberg – No. Motion failed. 3) Village Office Staff Work Schedule.** Discussion was held on Village staff working from home. **Motion by Trustee Barton, second by Trustee Peer to table this until a future meeting. Motion carried.**

**THE VILLAGE BOARD WILL CONVENE INTO CLOSED SESSION pursuant to Wis. Stats. 19.85 (c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.”**

**Motion by trustee Barton, second by Trustee Janke to convene into closed session. Motion carried.**

All in attendance, except the 6 board members, left the meeting.

**THE VILLAGE BOARD WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2) and will make motion(s) if needed, from closed session.**

**Motion by Trustee Stone, second by Trustee Barton to reconvene into open session. Motion carried.**

**Motion by Trustee Muehlberg, second by Trustee Barton to start employee performance evaluations. Motion carried.**

**Adjournment. Motion by Trustee Janke, second by Trustee Stone to adjourn the meeting at 7:50 p.m. Motion carried.**

**Sheila Meyer  
Clerk/Treasurer**