



# Village of Grantsburg

## Village Board of Trustees Meeting

### Monday, December 13, 2021

The Board of Trustees for the Village of Grantsburg met on Monday, December 13, 2021 at 6:00 p.m. in the Library Learning Center at 415 S. Robert Street, Grantsburg, Wisconsin.

Present: President Terrance Kucera, Trustee Diane Barton, Trustee Greg Peer, Trustee Caylin Muehlberg, Trustee Leo Janke, Trustee Kayla Woody, Trustee Hank Java.

Others: Police Chief Dan Wald, Director of Public Works Jerry Konobeck, Deputy Clerk/Treasurer Allison Longhenry, Library Director Lynett Yoerg, Greg Marsten-Burnett County Sentinel, Cindy Michaelson-Inter County Leader, John McNally, Brent Blomberg, Lisa Slater

**Call to Order** President Kucera called the Village Board meeting to order at 6:00 p.m. Clerk/Treasurer Meyer conducted roll call. The pledge of allegiance was recited.

**Correspondence** Included in the Board packets for their review: Burnett County Administration newsletter; Golf financials for October and YTD; Airport volunteer manager Wilhelm-letter of resignation. No questions or comments from Village Board members.

**Minutes** President Kucera asked if there were any changes, corrections or additions to the presented minutes from the following meetings: November 8<sup>th</sup> Administration Committee; November 8<sup>th</sup> Village Board; November 10<sup>th</sup> Special Village Board; December 2<sup>nd</sup> Administration Committee; December 2<sup>nd</sup> Property Committee; December 6<sup>th</sup> Special Village Board. No changes, corrections or additions were proposed. **Minutes were accepted as presented.**

### **BOARD, STAFF and COMMITTEE REPORTS**

**Public Works** 1) DPW Konobeck went through his monthly report and let the Board know Well #3 was started up today and there are issues with the amperage of the existing pump. DPW Konobeck will be meeting with Municipal Well & Pump regarding the amperage on Thursday. The crew will be receiving training on the filter system on Wednesday.

**Police Chief** 1) Chief Wald went through the Police Department monthly reports for October and November 2021 and asked if anyone had questions. There were none. Chief Wald let the Board know his department had participated in a successful night shoot training, thanked the Burnett County Sheriff's Department for the Shop with a Cop program, and also reported he is speaking at the Grantsburg Rotary meeting this week. 2) Chief Wald presented a letter of support for Grantsburg School District's grant application to utilize their building as an Emergency Safe Structure to be used by our community including campers at the James N. McNally campground, if needed. The Board approved the letter.

**Clerk/Treasurer** 1) C/T Meyer informed the Board that she and DPW Konobeck had attended the virtual kickoff meeting for the Industrial Park Improvements Project with John Owen, Project

Manager for WI Department of Administration-Economic Development Association, Rick Roeser of Northwest Regional Planning Commission and SEH engineers Dan Penzkover and Bryan Cunningham. The project will go out for bids once Penzkover and Cunningham have completed the design engineering and bidding documents. The hope is to award a bid in the Spring of 2022. 2) A list of license and permits issued since the last meeting was included in the Board's packet. 3) The cash report was presented showing a checking account balance of \$85,315.40 after all vouchers are paid. 4) C/T Meyer presented 2021 budget changes. **Motion by President Kucera, second by Trustee Peer to approve the 2021 budget changes as presented. Motion passed unanimously.**

**Library** 1) Lynett Yoerg, Library Director went thru the monthly Library report. Yoerg reported she is going to institute a popup library in Siren on the second Tuesday and the fourth Friday of each week in the hopes to increase circulation in this area. The Board commended Yoerg for starting this project and wished her well.

**Fire Association** Trustee Barton gave the Fire Association report including minutes from the November 15, 2021 Grantsburg Fire Association meeting, year-to-date financials and the October 2021 inspection report. Trustee Barton also informed the Board that she will be the acting Fire Association President since the current President will be moving out of the district.

### **Committee Recommendations**

**Public Property** Motion by Trustee Peer, second by Trustee Barton to adopt the Riverside Cemetery rates and rules, as presented. Motion passed unanimously.

**Recreation Committee** Motion by Trustee Muehlberg, second by Trustee Java to extend the current rental contract with the Grantsburg School District for one month, to January 31, 2022, to allow the committee to meet with a School representative regarding details of the contract. Motion passed unanimously. Motion by Trustee Muehlberg, second by Trustee Peer to allow gymnastics coach, Kathy Lund, to hire a professional to drill anchor holes into the gymnasium floor for some of her equipment and to plug any old holes at the School or Lund's cost. Motion passed unanimously.

**2022 Recycling Center Staffing Agreement** Motion by Trustee Muehlberg, second by Trustee Janke to approve the contract, as presented, between the Village of Grantsburg and Northwest Regional Planning Commission-Recycling Control Commission for 2022 staffing at the recycling center located at 401 Gary Street in the Village. Motion passed unanimously.

**Public Comments** John McNally, 379 State Road 70, appeared as a representative of the local snowmobile club to inquire about the new snowmobile route adopted for the downtown area. McNally indicated the route is hard for snowmobiles to navigate with all of the turns and blacktop surfaces. McNally asked the Village Board to reconsider the route. President Kucera thanked McNally for appearing and said this would be added to a future agenda.

**2022 Pawnbroker License renewal** C/T Meyer indicated that all of the necessary paperwork has been received. **Motion by Trustee Muehlberg, second by Trustee Woody to approve the 2022 Pawnbroker License renewal for Darla Harper, owner of Dixon Ventures Country Store at 200 W. Benson Avenue. Motion passed unanimously.**

**Appoint Election workers for 2022-2023** Motion by Trustee Woody, second by Trustee Muehlberg to approve the list of election workers presented for the 2022-2023 election cycle and to allow Clerk/Treasurer Meyer to hire additional workers, as needed. Motion passed unanimously.

**Resolution #21-18 County Library Levy Exemption** Motion by Trustee Muehlberg, second by Trustee Janke to approve Resolution #21-18 County Library Levy Exemption. Motion passed unanimously.

**Copier Lease** C/T Meyer presented a proposal received from E. O. Johnson Business Technologies for leasing a new copier for the Village Office. Meyer explained the Village has been leasing copiers from E. O. Johnson for 3-year terms and has purchased the “old” copier for \$1.00 and moved it to the Police Department at the end of each 3-year term. Meyer proposed to extend the lease to a 5-year term. **Motion by Trustee Janke, second by Trustee Woody to approve the 5-year lease proposal from E. O. Johnson Business Technologies at \$205.02 per month and to purchase the existing copier to be moved to the Police Department. Motion passed unanimously.**

**Springlake Contractors Pay Request** No request for payment was received.

**Bills** Motion by Trustee Janke, second by Trustee Peer to approve payment of the bills as presented:

|                               |                     |
|-------------------------------|---------------------|
| Checks #34021-34074           | \$468,172.69        |
| Payroll vouchers #V7647-V7683 | \$31,770.11         |
| ACH/EFTPS payments            | \$50,469.04         |
| Total                         | <u>\$550,411.84</u> |

**Motion passed unanimously.**

**VILLAGE BOARD WILL CONVENE INTO CLOSED SESSION** to review yearly performance reviews of Village employees 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 Muehlberg, second by Trustee Woody to convene into closed session. Motion passed unanimously.**

**VILLAGE BOARD WILL RECONVENE INTO OPEN SESSION** pursuant to Wis. Stats. 19.85 (2). **Motion by Trustee Barton, second by Trustee Woody to reconvene into open session. Motion passed unanimously.**

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Discussion was held about creating a new Personnel Committee consisting of President Kucera, Trustee Woody and Trustee Java to work on employee goals and to expand on the review process.

**Adjournment President Kucera adjourned the Village Board meeting at 7:50 p.m.**

Sheila Meyer  
Clerk/Treasurer