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The Village Administration Committee met on Monday, November 14 at 3:00 p.m. at the Village Office, 316 Brad Street S, Grantsburg, WI 54840.

Present: Chairman/President Terrance Kucera
Trustee Hank Java
Trustee Greg Peer

Others: Clerk/Treasurer Sheila Meyer
DPW John Erickson.
Police Chief Mitch Olson
Carol Alderman, Jensen-Sundquist Insurance
Matt Winsand, Burnett Dairy CEO
John Larson, Burnett Dairy
Dave Rasmussen, MSA
Ted Gerber, Blueberry Rentals LLC

Chairman/President Kucera called the Administration Committee Meeting to order at 3:00 p.m. The Pledge of Allegiance was recited.

Health Insurance Options. Alderman provided the committee with packets detailing six health insurance plan options for village employees. She explained the cost and coverage differences between each and indicated a decision will need to be made by December 1st, 2022. The committee discussed the options and President Kucera tabled the discussion for an Administration Committee meeting at a later date. The committee requested the Village Board allow the Administration Committee to make a final decision on which insurance plan to sign up for. **No motions made.**

Alderman left the meeting.

Burnett Dairy land use contract. Winsand reviewed the current contract Burnett Dairy has with the Village to spread whey on fields surrounding the municipal airport. Currently the contract is annual with a rental fee of \$1,500. Burnett Dairy is purposing to make the contract three years with a cost of \$2,500 each year. Winsand explained that they wanted to lengthen the contract term to three years because at that time, the Wisconsin DNR will be changing regulations for spreading on fields. DPW Erickson indicated the proposed \$2,500 rate would be below the going rate for field rental and felt \$4,000 per year is fair. Winsand agreed and would update the contract for a three-year term for \$4,000 rental fee each year. **Motion by Trustee Java second by Trustee Peer to recommend the Village Board accept the updated contract terms to allow Burnett Dairy to plant grass/alfalfa crop and to spread whey on the fields surrounding the municipal airport for a duration of three years at a rental fee of \$4,000.00 each year. Motion carried.**

Winsand and Larson left the meeting.

Blueberry Rentals, LLC Tax Increment Financing Agreement. Clerk/Treasurer Meyer provided detail on Blueberry Rentals' request for tax increment financing, legal advice from the Village's attorney, and asked Rasmussen to provide his opinion on the payout request. Rasmussen indicated that agreements

should be in place prior to the start of the project, then operate as a 'reimbursement program' so to limit risk for the village. He would not recommend paying out funds retroactively once a project is finished. Gerber agreed that he should have had the agreement done earlier but also explained his frustration with the process of requesting TIF funds. Gerber recommended that if the Village would like to utilize TIF districts to encourage development in the future, they should provide developers with a template for the agreement and a timeline. Clerk/Treasurer Meyer agreed the process could improve in the future. Rasmussen included that TIF funds are dispersed on a 'but for' basis, this project wouldn't happen 'but for' these funds and in this case, it would be hard to argue the project wouldn't have happened 'but for' the TIF funds since the project was completed and a portion already sold. Also, state law requires the developer's agreement be in place. President Kucera abstained from any motion. Gerber indicated if the fund request was going to be denied, he would rather withdraw the request. **No motion made.**

Rasmussen and Gerber left the meeting.

Police-Spillman Records Management. Chief Olson was able to get a quote from Spillman for a CAD program. The upfront cost would be \$17,322 and would be \$3,155 for annual fees with a 5-year contract. Without a 5-year contract prices would increase 5-7% annually. Since the budget was already approved for the 2023 year, Chief Olson relayed to the Spillman representative that we would not be signing up this year. **No motions made.**

Java left the meeting.

Community Center/Storage Room agreement for Village Church. The committee reviewed the rental agreement included in the packet. They wanted a line added referencing no sub-leasing. **Motion by Trustee Peer 2nd by President Kucera to recommend the Village Board approve the rental agreement with The Village Church of Grantsburg with the addition of no sub-leasing allowed. Motion carried.**

Chairman/President Kucera adjourned the meeting at 4:24 p.m.

Allison Longhenry
Deputy Clerk/Treasurer