



The Village Administration Committee met on Monday, November 13 at 5:00 p.m. in the Village Board room, 316 Brad Street S, Grantsburg, WI 54840.

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

Others: Trustee Leo Janke  
Clerk/Treasurer Sheila Meyer  
DPW John Erickson  
Chief Mitch Olson  
Library Director – Lynett Yoerg

President Kucera called the Administration Committee Meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

#### **Uniform Dwelling Code (UDC) enforcement**

Clerk/Treasurer Meyer presented questions from REM Inspecting regarding their UDC inspection contract. The committee discussed past practice in regard to the Village's building permit process and staff indicated there have been no issues or concerns with the current process. Clerk/Treasurer Meyer reviewed options for REM Inspecting to be responsible for inspecting items such as decks, pools, and detached garages in addition to the state mandated UDC inspections. The committee agreed that adding more steps and fees to the permitting process for residents was unnecessary at this time. The committee directed Clerk/Treasurer Meyer to update the Village's Code of Ordinances to reflect responsible person(s) for UDC Inspections and other building permit activities.

**Motion by Trustee Java second by Trustee Peer to recommend the Village Board continue to have the UDC inspector inspect the minimum required by state statute which includes new 1 and 2 family dwellings and additions to homes newer than 1980. Motion carried.**

#### **Pickleball project – additional blacktop cost**

Trustee Peer approached the committee asking the Village to pay for the additional blacktop needed to finish the parking lot north of the future pickleball court location. Peer explained he had not received a quote from Monarch Paving in time for the meeting but thinks the cost would be between \$15,000-20,000. DPW Erickson was asked that the south portion of the campground driveway be included in the paving quote. Trustee Janke indicated that there needs to be a plan for the parking lot and potential retaining wall before he can reinstall the streetlight for the skating rink to be used this winter. The committee recommended that no further site work occur until next spring, the Pickleball group continue to fundraise over the winter for paving costs, and the light be reinstalled for the winter.

**No motions or recommendations were made.**

**The meeting was adjourned at 5:55 p.m.**

Allison Longhenry  
Deputy Clerk/Treasurer