



The Village Administration Committee met on Monday, March 13 at 4:00 p.m. at the Village Office, 316 Brad Street S, Grantsburg, WI 54840.

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

Others: Clerk/Treasurer Sheila Meyer  
DPW John Erickson  
Chief Mitch Olson  
Pool Manager Julie Fiedler

President Kucera called the Administration Committee Meeting to order at 4:03 p.m. The Pledge of Allegiance was recited.

#### **Easy IT Guys – Change from residential plan to business plan**

Clerk/Treasurer Meyer provided review of the Easy IT update quote. She agreed that the costs seem high but in review of area businesses the pricing seems in line with other options to provide the necessary security and support the Village requires. Also, if the Village approves to move to the Spillman RMS systems that will be discussed later in the meeting, Burnett County would assume the IT services for the Police Department and any CEGIS reporting requirements which would provide a savings of \$947 per month with a 5-year term contract. The discussion was tabled to resume later in the meeting.

#### **Police – Spillman Software**

This item was moved to later in the meeting due to Chief Olson being on a police call.

#### **Julie Fiedler, Pool Manager a)Pool Fundraising Update b) Pool Status for 2023 c) Use of Community Center for fundraisers**

Julie provided an update on fundraising activities for the pool. She stated that just over \$30,000 was raised through events and donations and there are still two fundraisers planned for later this spring. The pool was also the recipient of a \$10,000 grant from Grantsburg Telcom for items such as a pool cover or other equipment, not for general operating costs. Julie will meet with John to discuss options to further reduce operating expenses as they are able. Julie feels that she has enough lifeguards to be set for the season. Lastly, Julie requested to use the community center on April 21<sup>st</sup> for a student fundraiser and April 23<sup>rd</sup> for a family event fundraiser that will have bounce houses donated by Get-It-Done Rental, food, and Leo Chenal will be attending for autographs and pictures.

**Motion by Trustee Java second by Trustee Peer to recommend the Village Board open the pool for the 2023 season and allow Julie to use the community center all day on Friday, April 21<sup>st</sup> and Sunday, April 23<sup>rd</sup>. Motion carried.**

Chief Olson joined the meeting at 4:15pm and Julie left the meeting at 4:18pm.

### **Police – Spillman Software**

Chief Olson reviewed the details of the updated Spillman quote for a new Records Management System that is used by all other police agencies in Burnett County. This system will allow for the officers to get updates on people, case details, locations of other officers on duty, and an evidence management program. The first year would cost \$17506 and \$3355 annually for a five-year contract. A year six cost of \$3489 was also provided to reflect the expected increase. Clerk/Treasurer Meyer reported that the Village has saved around \$28,800 year to date due to the vacant officer position and will save about \$35,900 if the position remains open another month which is expected. These costs savings could be reallocated to pay for the Spillman service. Chief Olson continued to explain more cost savings comes from Burnett County being willing to train officers and Larissa on using the system rather than Spillman needing to be onsite for training. Larissa will transfer the data from the two older systems into Spillman which will be a large project.

**Motion by Trustee Java second by President Kucera to recommend the Village Board approve a five-year contract with Spillman for a new Report Management S and evidence inventory system. Motion carried.**

### **Easy IT Guys – Change from residential plan to business plan**

The board discussed the quote presented and the cost savings shown when partnering with Burnett County to provide IT support to the Police Department.

**Motion by Trustee Java second by President Kucera to recommend the Village Board accept the five-year contract with Easy IT Guys to provide business level security and support. Motion carried.**

### **Selection of design engineers for James Ave/Johnson St Project**

Clerk/Treasurer Meyer reviewed the request for proposals sent out for the James Ave and Johnson St project. MSA Professional Services declined to submit a proposal and Cedar Corp did not respond to the request. SEH was the only submission received.

**Motion by Trustee Peer second by Trustee Java to recommend the Village Board select SEH for Design Services for the James Ave and Johnson St project. Motion carried.**

**President Kucera adjourned the meeting at 4:36 p.m.**

Allison Longhenry  
Deputy Clerk/Treasurer