



The Village Administration Committee met on Monday, June 10 at 5:00 p.m. in the Village Board room, 316 Brad Street S, Grantsburg, WI 54840.

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

Others: DPW John Erickson
Clerk/Treasurer Sheila Meyer
Rod Kleiss

Chairman/President Kucera called the Administration Committee Meeting to order at 5:00 p.m.

Public Works projects 1) E. Summit Ave 2) N. Park St 3) campground exit road

DPW Erickson reviewed quotes for three projects. E Summit Avenue was budgeted to be redone in 2024 for \$41,000 and the updated quote totaled \$45,216. The Village received a Local Road Improvement Program grant for \$6,331.88 bringing the total Village cost to \$38,884.12.

Motion by President Kucera second by Trustee Peer to recommend the Village Board accept the only bid submitted for this project from Monarch Paving Company to complete the E Summit Avenue LRIP project for \$45,216. Motion carried.

A quote was provided to complete the portion of North Park Street from the point where the Industrial Park project will end to North Nelson Street. Clerk/Treasurer Meyer explained the costs from this project would be included in financing with the other non-EDA eligible project costs of paving a portion of North Park Street and installing utilities. DPW Erickson reviewed one quote for 4" pavement which would allow for semi-truck traffic or 3" which would require the Village to install 'No thru trucks' signs. The committee agreed the 3" would be sufficient for the type of traffic on that portion of North Park Street.

Motion by Trustee Peer second by Trustee Java to recommend the Village Board accept the bid from Monarch Paving Company to pave the portion of Park Street North to North Nelson Street with 3" asphalt for \$25,489. Motion carried.

The final quote from Monarch was for a portion of the exit driveway of the campground. DPW Erickson said the cost to pulverize and complete the subgrade work shouldn't be more than \$1,000. The committee discussed splitting costs with the pickleball group. Trustee Peer indicated Rotary would be open to a cost share even though they didn't have any more fundraising events planned.

Motion by Trustee Java second by President Kucera to recommend the Village Board accept the bid from Monarch Paving Company to pave the portion of the exit driveway from the campground for \$6,375 with the Village's portion not to exceed \$3,200 and the pickleball group reimbursing the Village for the balance. Motion carried.

Airport entitlement money transfer

Clerk/Treasurer Meyer received an email from Mark Graczykowski from the Wisconsin Bureau of Aeronautics asking if the Village would be willing to transfer their 2021 and 2022 entitlement dollars to the Park Falls airport for a project they are planning. Meyer explained that the Bureau only allows municipalities to hold three years' worth of entitlement dollars and if the money is not used and not transferred, it would go back to the bureau, at least a transfer would keep the money in our area. Mark reassured C/T Meyer that if the Village moved forward with an airport project, the Bureau would make sure Grantsburg would get the entitlement money.

Motion by Trustee Peer second by President Kucera to recommend the Village Board transfer the 2021 and 2022 entitlement dollars to the Park Falls, Wisconsin airport. Motion carried.

Rod Kleiss left the meeting.

Riverside Cemetery request to allow artificial flowers

Clerk/Treasurer Meyer received a request to change the rule for artificial flowers to allow them year-round. The request came from an out-of-town family member that would like to have something placed at her mother's graveside but is not able to maintain live flowers.

Motion by President Kucera second by Trustee Java to recommend the Village Board update the Cemetery Rules to allow plastic flowers May 1st to October 15th, require they be removed by October 15th, and require they are placed in an elevated urn or on a shepherds hook to be out of the way of a mower. Motion carried.

NW WI Electric Company easement for new lift station on N. Park Street

Clerk/Treasurer Meyer reviewed the easement included in the packet which would allow Northwestern Wisconsin Electric Company to install electric service at the new lift station for the Industrial Park expansion. She said it was reviewed by our attorney as he drafted the agreement on behalf of NW WI Electric.

Motion by Trustee Java second by Trustee Peer to recommend the Village Board approve the Easement for Right of Way and Brushing Permit as presented. Motion carried.

Ordinance changes update.

Clerk/Treasurer Meyer updated the committee on the ordinance changes for UDC inspections and modular/manufactured home definitions reviewed at the May 13th Administration Committee Meeting. She indicated that the number of entries that would need to be updated is too many and too detailed to be completed in the Village Office. She suggested reaching out to the Village's code company to see how they could assist with these types of changes.

No motions made.

President Kucera adjourned the meeting at 5:43 p.m.

Allison Longhenry
Deputy Clerk/Treasurer