

**Grantsburg Village Board Meeting
April 10, 2017**

The Village of Grantsburg Board of Trustees met on Monday, April 10, 2017 at 6:00 p.m. at the Grantsburg Village Office Board Room, 316 S. Brad Street, Grantsburg, Wisconsin. Present: Village President, Glenn Rolloff; and Trustee's, Greg Peer; Larry Ebersold; Diane Barton; Caylin Muehlberg; Scott DeRocker and Rod Kleiss. Absent: None. Others: Clerk, Patrice Bjorklund; Treasurer, Sheila Meyer; Public Works Director, Chris Bartlett; Police Chief, Jeff Schinzing; John Erickson – Village of Grantsburg Ordinance Officer; Library Director, Kristina Kelly-Johnson; Gary "Goob" Coy; Scott Hanson; Craig Bowman; Kevin Wanless; Gregg Westigaard – Inter County Leader and Steve Briggs – Burnett County Sentinel.

1. The meeting was called to order at 6:00 p.m.
2. The Pledge of Allegiance was recited.
3. Village President, Rolloff introduced guests.
4. Discussion/Action: Approval of Minutes from the following meetings: March 13, 2017 Regular Meeting (with correction of Cory Barnette – Grantsburg Fire Chief); March 22, 2017 Administration Committee Meeting; and March 30, 2017 Airport Committee Meeting. **Motion by Trustee, Ebersold, seconded by Trustee, DeRocker to approve all minutes with the change to March 13, 2017 Regular Minutes. Carried with change.**
5. Board and Staff Reports. 1) Public Works a) *Director Report.* Public Works Director, Bartlett gave a brief report. He noted that the sewer utilities will need to be moved south on the Dollar General property because other utilities are located in the right-of-way. Street sweeping will take place from April 24, 2017 – April 28, 2017 by Premier Outdoor Services. The work will require 16 hours @ \$125/Hr. along with assistance from the Public Works crew. A Mower deck was purchased with budgeted funds. The cost came in \$600 less than anticipated. There is a dying tree in the boulevard by 502 S. Brad St. The Public Works crew will remove the tree. Spring clean-up will take place May 8, 2017 – May 12, 2017 in the village. The generator will need additional cords, etc. at a cost of \$2500. The Community Center floor was stripped. This took 50 hours of Public Works Crew's time at a cost of approximately \$2,000. The village crew used school equipment to do this, which significantly lowered the man hours, Bartlett stated. Asbestos removal was looked at for 224 N. Oak Street. The cost varies between \$2500 and \$20,000 depending on the amount of asbestos removal required. Discussion regarding this will take place at the Wednesday, April 12, 2017 Administration Committee Meeting held @ 10:00 a.m. Alley paving quotes have been coming in for rebuilding and paving the alley for one block from U.S. Bank to Cyndie's Hair Care for an estimated cost of \$25,000. Bartlett will set a Property Meeting before the May 2017 Regular Board Meeting to discuss. b) Village of Siren and Village of Grantsburg Public Works Mutual Aid Agreement was presented for natural disasters. **Motion by Village President, Rolloff to approve the agreement; seconded by Trustee, Barton. Carried.** 2) Police Department a) March 1, 2017 – April 1, 2017 Police Report presented by Police Chief, Schinzing. He stated that the video camera recorder has

failed that the department uses to interview subjects. He also noted that PINKO Jam would have gone better if the bars would have shut down @ 1:00 p.m. There were fights and disruptions until well after 3:00 a.m. following the event. He would also like to see bands stop performing @ midnight. Village President, Rolloff would like this noted for next year before PINKO Jam occurs, to have the bars close sooner and the bands stop performing sooner. 3) Public Safety *a) Discussion to follow in a later portion of the meeting.* 4) Village Administration. *a) Clerk Report* was presented by Clerk, Bjorklund. Village President, Rolloff noted that there have been individuals who were reported that did not apply for building permits in the village. *b) Governor's Proclamation for Municipal Clerk's Week* was presented for May 7, 2017 – May 13, 2017. *c) Treasurer Report, Cash Report* was presented by Treasurer, Meyer. 5) Housing Authority *a) Discussion to follow in a later portion of the meeting.* 6) Fire Association *a) Trustee, Barton* noted that there are 20 firefighters on the roster (17 active) and (3 retired). She says there is a need for more firefighters. *b) Library a) Director Report.* National Library Week will be from April 10, 2017 – April 14, 2017. Tuesday, April 11, 2017 the library will honor volunteers. Wednesday, April 12, 2017 all children at Storytime will receive a free book. Thursday, April 13, 2017 will be Open Mic Night. Friday, April 14, 2017 individuals can enter to win a Spring Themed Basket. There will be a Library Fundraiser on April 29, 2017 @ 6:00 p.m. - Crex Convention Center introducing Sara Deluca (Author of Dancing the cow's home and the crops look good.) *b) March 1, 2017 Library Minutes* were also presented. 7) Plan Commission. No Report. 8) Parks. *a) Treasurer, Meyer* noted that Memory Lake Campground will open on April 14th. There are (28) sites out of (38) sites that have been rented for seasonal use. 9) Pool *a) Public Works Director, Bartlett* noted that it is a 2 week process to do the pressure wash, acid wash and painting of the pool. He stated that the best time to do this is in the fall. Before the pool opens, he will do the pressure wash but wait to do the intensive wash and paint in the fall. He also noted that an electronic tester was purchased to test chemicals at the pool at a cost of \$570. The chair lift will be put in with the school's help. 10) Airport *a) The Airport Committee* will meet on May 1, 2017 @ 10:00 a.m. at Mo Joe's Coffee Shop. Discussion of clearing trees and runway improvements will take place. 11) Cemetery. *a) There were 9 stumps removed at the cemetery by Roger Corty. Mowing Bids are being taken.* 11) Golf Course. No Report.

6. Communications: March 2017 Burnett County Newsletter was presented. Town Officials Workshop Agenda was presented. A few board members were interested in attending the May 9, 2017 training in Rice Lake. LWMMI Policyholder Conference Agenda was presented. Trustee, Ebersold will attend the conference at Chula Vista Resort on May 11th and May 12th, 2017 as newly elected Village President.
7. Discussion/Action: Mark Dahlberg Dedication Sign: **Motion was made by Village President, Rolloff to approve purchase and placement of a Commemorative Sign on Skyline Drive below the Skyline Drive Street Marker for Mark Dahlberg. Seconded by Peer. Carried.**
8. Discussion/Action: Appointment to fill the vacancy left by Village Trustee, Rod Kleiss to the Grantsburg Library Board: **Motion was made by Village President, Rolloff to**

appoint Trustee, Caylin Muehlberg to the Library Board as the Village Board Representative for a 3-year term. Seconded by Trustee, Peer. Carried.

9. Discussion/Action: Grantsburg Fire Chief (Update on Fire Inspections): Cory Barnette was absent, so Trustee; Barton read an email that he had sent to the village prior to the meeting. He noted that since last month's Regular Meeting, he has spoken with Mr. Brenizer and Mr. Karge about their non-compliant fire inspections. He noted that they are working together in making sure they are compliant with the current fire code. He has not been able to re-inspect Thinga-majigs store or the apartments located above. He will continue to try to gain access to inspect. His recommendation as of now is to not fine Mr. Brenizer, or Mr. Karge. He will be re-inspecting those buildings at the end of May to make sure they are continuing to repair the fire issues. He will report at a future meeting his findings.
10. Discussion/Action: Appointment to fill vacancy left by Eldon Freese whose term ends March 1, 2018: **Motion was made by Village President, Rolloff to fill Eldon Freese' vacancy with Mike Giles until March 1, 2018. Seconded by Trustee, Muehlberg. Carried.**
11. Discussion/Action: Appointments to fill vacancies left by Village President, Glenn Rolloff and Village Trustee, Greg Peer for a 3-Year Term: **Motion was made by Trustee, Muehlberg to table discussion until the May 8, 2017 Reorganizational Meeting held at 5:00 p.m. before the Regular Village Board Meeting. Seconded by Trustee, DeRocker. Carried.**
12. Discussion/Action: Authorization for Administration Committee to hire Public Works Administrative Assistant: **Motion was made by Trustee, Muehlberg to give approval for the Administration Committee to hire the Public Works Administrative Assistant with the first step of the hiring process being to meet on: Wednesday, April 12, 2017 in Closed Session @ 10:00 a.m. and review letters of Application and set interview dates. Motion seconded by, Village President, Rolloff. Carried.**
13. Discussion/Action: Library Director, Kelly-Johnson discussed Wayfinding Signs in the Village of Grantsburg. Recommended sign locations and destinations were: A. Highway 70/Olson Drive (McNally Campground, Walking & Skiing Trail, Memory Lake Park) B. Hwy. 70/Pine Street (Downtown, Golf Course, Crex Meadows, Airport) C. Highway 70/Robert Street (Community Center, Public Library, Swimming Pool). The cost of the proposed wayfinding signs (Library Expense: \$346.71) (Village Expense: \$693.41). The signs would be approximately 200 to 400 feet before the intersection. Bartlett noted that there is an application process, and the application process would need locations and destinations decided on the application. Further discussion will be made to finalize the signage. The signs will be discussed at a future Administration Meeting. **Motion was made by Trustee, Kleiss to approve Village expenditure of \$693.41 for payment of the signs, seconded by Village President, Rolloff. Carried.**
14. Discussion/Action: Carlyle Sherstad 5K/10K Run/Walk Event Safety Signage Approval: **Motion was made by Village President, Rolloff to have Clerk, Bjorklund send Burnett Medical Center a letter approving placement of Safety Signage during their event on Madison Avenue, Maple Street and North Avenue on June 3, 2017. Motion was seconded by Trustee, Peer. Carried.**

15. Discussion/Action: Geneva Zilka/4H Leader request to do Firewood Management at Memory Lake Campground: Vincent Zilka requested to allow his wife, Geneva who is a 4H Leader, ability to run campground wood sales. All money garnered from the sale of firewood would go to the 4H Club she runs. All firewood needs to be bundled, cut and wrapped for sale by the club. Trustee, Ebersold has 2 cords of cut and split firewood that he is willing to donate. Public Works Director, Bartlett also has storm damaged wood that the village owns and is dry and able to be cut by the club for sale. **Motion was made by Trustee, Muehlberg, seconded by Trustee, Barton to allow Ms. Zilka/4H Leader the ability to manage and sell firewood and retain funds for sale at the Memory Lake Campground the summer of 2017. Carried.**
16. Discussion/Action: Clean-up of Kevin Wanless Property – 661 North Nelson Street: Mr. Wanless was present and the board discussed Ordinance Violations (§ 10-5-8, § 11-6-6 and § 13-1-124) in a certified letter sent to him on: March 31, 2017. He is disputing the violations. He claims that Village Ordinance Officer, John Erickson did not have permission to enter his property. He claims the license plates on all vehicles are current. Police Chief, Schinzing noted that Mr. Erickson posted the notice of violations on Mr. Wanless' door as he was not home. Village President, Rolloff stated he is not in compliance with the number of vehicles, junk vehicles, unlicensed vehicles and junk on his property. Village President, Rolloff directed Clerk, Bjorklund to send Mr. Wanless a copy of the above ordinances. The Village Ordinance Officer will request permission in the future to inspect the property. Village President, Rolloff also directed Mr. Wanless to bring all violations into compliance with all ordinances addressed. If further problems exist, fines will be imposed.
17. Discussion/Action: MSA Contract (TIF Implementation – ACT 257 Compliance): **Motion was made by Village President, Rolloff to approve the contract in the amount of \$3500 for TIF Implementation. Motion was seconded by Trustee, Peer. Carried.**
18. Discussion/Action: Entitlement Dollars Discussion for Airport: Public Works Director, Bartlett noted that no tree service wants to top the trees in the path of the runway. The Airport Committee will speak with the homeowner of the property where the trees are located in the path of the runway. Trustee, Ebersold mentioned that the pilots could look into the 5% that the municipality pays could be obtained by the way of a loan that the pilots could pay back over 10 – 20 years. There would need to be a Public Hearing to discuss the Entitlement Dollars. There will be more discussion regarding this at a future date.
19. Discussion/Action: Hangar #7 Lease: To date, there has been no response from Rolf Turner, owner of Hanger #7. A certified letter was sent from the Village Attorney to request payment no later than Wednesday, April 26, 2017 in the amount of \$349.09. If payment is not made in that amount at that time, the Village of Grantsburg would take ownership of the hangar.
20. Discussion/Action: WWAR Use of Airport for Model Rocket Launches Summer 2017: Craig Bowman of Western Wisconsin Association of Rocketry (WWAR) requests the use of the airport for once a month use throughout the summer of 2017 for model rocket launches. **Motion was made by Trustee, Barton to allow use of the rocket launches**

once a month during the summer of 2017 at the Grantsburg Municipal Airport. Motion was seconded by Trustee, DeRocker. Carried.

21. Discussion/Action: Phase I, II, III for Memory Lake Management Plan: Village President, Rolloff wanted this included in all member's packets for the purpose of review at a later date.
22. Discussion/Action: Approval of Payment of Bills: The following bills were presented for approval:
 - General Checks (#30300 - #30345) - \$152,158.43
 - Payroll Checks (Voucher #: 4548 – Voucher #: 4583) \$30,911.68
 - ACH/EFTS - \$12,927.20

TOTAL: \$195,997.31

Motion to approve bills in the amount of \$195,997.31 was made by Village President, Rolloff; seconded by Trustee, Barton. Carried.

23. Discussion/Action: Village of Grantsburg Survey: Trustee, Muehlberg discussed the purpose of our community satisfaction survey. She wants to discover what the community feels is going well in the village, as well as what the community feels needs to be improved in the village. She would like the village board to connect with its constituents. She would like the board to review the handout she presented and have them contribute their thoughts. The mailing of the survey would most likely go out in water/sewer bills. There would be a drawing as an incentive to doing the survey. The individuals who do the survey would not be anonymous. This would be a way to track who is eligible for the prizes and there won't be multiple surveys sent by the same individuals. More discussion will take place at next month's meeting.

Motion to adjourn at 8:50 p.m. was made by Trustee, Muehlberg; seconded by, Trustee, Kleiss. Carried.

Submitted by:

Patrice Bjorklund, Clerk
April 10, 2017