

Grantsburg Village Board Meeting

Village of Grantsburg

The Village of Grantsburg Board of Trustees met on Monday, June 12, 2017 at 6:00 p.m. at the Grantsburg Village Office Board Room, 316 S. Brad Street, Grantsburg, Wisconsin. Present: Village President, Larry Ebersold; and Trustee's, Greg Peer; Diane Barton; Caylin Muehlberg; Scott DeRocker; and Gary "Goob" Coy. Absent: Trustee, Russell Stone. Others: Village Clerk, Patty Bjorklund; Village Treasurer, Sheila Meyer; Public Works Director, Chris Bartlett; Library Director, Kristina Kelly-Johnson; Police Chief, Jeff Schinzing; Steve Briggs – Burnett County Sentinel; Gregg Westigaard – Inter County Leader; Larry Stotz; Scott Hanson; Cameron Smith; Rod Kleiss; Mark Dahlberg; Brent Blomberg; Frank Becvar; Gladys Becvar; Thorne Carter; Boyd Dosch; Keith Lehne; Ronald Burg; Joe Sturdovan; Ed Linehan; Bill Schultz; Leesa Schultz; Scott Hanson and Caylin Muehlberg.

1. The meeting was called to order at 6:00 p.m.
2. The Pledge of Allegiance was recited.
3. Village President, Ebersold introduced guests, and instructed the audience that all guests do need to sign in before speaking. He also wanted it noted that Grantsburg Rotary just named Keith Lehne as Teacher of the Year
4. **Discussion/Action: Approval of Minutes from the following meetings: May 8, 2017 Organizational Meeting; May 8, 2017 Regular Meeting; May 22, 2017 Airport Committee Meeting; May 22, 2017 Special Meeting and June 5, 2017 Special Meeting.** *Motion by Trustee, Peer, seconded by Trustee, Barton to approve all minutes. Carried.*
5. **Communications:** Village Clerk, Bjorklund included a copy of the Burnett County Farmers' Markets locations and times in everyone's board packets.
6. **Discussion/Action: Thorne Carter, Artist – Request to create a public wall or series of walls for use by local artists.** Village President, Ebersold gave the floor to Thorne. He is a Junior HS student at Grantsburg HS. He wants to form an Art Club that will consist of individuals showcasing their talents as murals on local public walls in the area. Trustee, Muehlberg asked him who would supply the paint, etc., and he stated that the artists would use their own supplies. Various suggestions were discussed for placement of the murals such as the tunnel on Main Street, Village pump houses and walls inside the village hall. The Grantsburg Municipal Pool would most likely be the final spot for display of the artwork. Thorne noted that the Art Club would be under the direction of the Village Board. Village President, Ebersold stated that Thorne would need to contact the owners of the buildings next to the tunnel for permission to paint there. *Motion by Village President, Ebersold, seconded by Trustee, Muehlberg to allow Thorne Carter and local artists to do wall murals by the locally established Art Club that will be managed by the Village. Thorne will come back to the board and keep them apprised of all progress done after permission is given by Main Street owners involved and all other work that will be done in the future. Carried.*
7. **Discussion/Action: Edward Linehan, Purchaser of Tax ID 30013 – Request to have Water/Sewer stubbed for a garage to be built with future plans to build house and**

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have Water/Sewer moved to his house. Mr. Linehan recently purchased the property on North Pine Street. Public Works Director, Bartlett stated that he has no problems with the property being stubbed as long as the ordinances are followed. Mr. Linehan agreed. ***Motion was made by Village President, Ebersold, seconded by Trustee, Peer to allow Mr. Linehan to have his property stubbed for placement of water and sewer to his garage that will be built late summer 2017 and placement of his house in the spring of 2018. Carried.***

8. **Board and Staff Reports.** **1) Public Works** a) *Director Report.* Public Works Director, Bartlett gave a brief report. He noted that there has been clean-up after recent wind storms on Sunday, June 10th and June 11th. He is leaving the brush dump site open for a few days during the day for Village residents to use. The request for keys at the Village Office won't be necessary for that period to allow residents time to clean up their storm debris. Hours will be 8:00 a.m. – 4:30 p.m. The Village Crew will not be moving brush for residents. The Riverside Cemetery lost 2 trees and a few stones were overturned from the trees being displaced. The Golf Course lost 4 trees and branches. Trustee, DeRocker stated that there is a high branch at the golf course across from the Burnett Medical Center driveway that needs to be removed. Street sweeping may be done soon by Premier Services to alleviate the stress on the catch basins from the leaves. Cost is \$125 for a minimum of 5 hours. The board granted Public Works Director, Bartlett permission to hire them at his discretion. Water lines were buried at Dollar General. The Sewer will be placed soon with manholes there. **2) Police Department** a) May 1, 2017 – June 1, 2017 Police Report was included in member's packets. Police Chief, Schinzing discussed various incidents that were occurring in the village including break-ins to the Storage Buildings. There have been juveniles loitering outside of the Grantsburg Library and other areas. Village President, Ebersold mentioned the curfew and why it wasn't being enforced. Schinzing will do follow up. Also, clean-up of 661 N. Nelson Street was discussed. All vehicles there are licensed and any issues are being addressed. There are more items accumulating there, and if it becomes a problem he will address. **3) Village Administration** a) *Clerk Report.* Village Clerk, Bjorklund reported (26) Operator's Licenses were issued with a date to expire on June 30, 2019. There was a Temporary Class "B" Retailer's License to the Burnett County Agricultural Fair for a wedding on May 13, 2017 – May 14, 2017. There was a Provisional Class "B" Fermented Malt Beverages and Provisional "Class B" Intoxicating Liquor License issued to: Virginia Westerberg dba Dreamers St. Croix Bar & Grill for May 22, 2017 – June 30, 2017. There were (3) Land Use/Building Permits issued to Dollar General (Ground and Wall Signs) and Larry Tran – 404 S. Russell Street (Siding on House). b) Treasurer, Meyer presented her Treasurer Report and Cash Reports. **4) Library** a) *Director Report.* Library Director, Kelley-Johnson presented her report. In March, April and May there were a total of 9,986 visits; there were 69 programs offered and 1,596 people attended those programs. Every third

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Thursday of the month this summer, the library staff will be showing a different movie in the Library Learning Center. Popcorn and beverages will be provided. Various activities will take place at 1:30 p.m. on June 20th, June 27th and July 11th for children. **5) Fire Association** a) Trustee, Barton noted that recently a fire truck was damaged in a rollover. She stated that the damage was caused by the truck meeting a motor home and the side of the road gave way, thus causing the damages. The truck was full of water which made it easier to roll over. No speed was involved. She presented the police report for anyone to review if they choose to. She discussed Fire Inspections that were done by the Grantsburg Fire Department. There were (10) that were done in Burnett County. There are ongoing violations for the Grantsburg Airport Building, Grantsburg Swimming Pool and The Drive Inn. Public Works Director, Bartlett interjected that the corrections have been made accordingly at the Airport and Pool. Barton noted that there will be more inspections done in August to allow owners of property to correct violations. Thinga-Majigs is clearing out the premises and has the building for sale. **6) Ambulance** a) Village President, Ebersold reported that the Burnett County Towns Association Emergency Ambulance Service Contract is still being worked on. He is unsure of the St. Croix Chippewa Indians of Wisconsin Tribe's willingness to participate. Trustee, Muehlberg interjected that costs are currently based on per capita. There is another Ambulance Meeting on June 22, 2017 @ 6:30 p.m. in Room 165 at the Burnett County Government Center. **7) Golf Course** a) John Addison, Manager of the golf course included the May 2017 Financial Statements in members' packets. **8) Pool** a) Public Works Director, Bartlett stated that the chair lift is installed at the pool and is working well. The chemicals are going well in treatment of the pool. **9) Memory Lake Campground.** *Nothing new to report.* **10) Airport** a) Public Works Director, Bartlett stated that the rotator is working for the beacon. LED Lights have been purchased. The Wind Sock blew off during the storm and will be reinstalled. **11) Public Property Committee** *Nothing new to report.* **12) Cemetery Association** a) Village President, Ebersold noted that there will be the Annual Meeting of the Riverside Cemetery Association on Tuesday, June 27, 2017 @ 9:00 a.m. in the Village Board Room. **13) Public Safety** a) Trustee, Peer would like to set a meeting before the Grantsburg Watercross he stated. He will coordinate a time with Village Clerk, Bjorklund and the committee. **14) Infrastructure** *Nothing new to report.* **15) Housing Authority** *Nothing new to report.* **16) Plan Commission** *Nothing new to report.* **17) Website** *Nothing new to report.*

9. **Discussion/Action: Bill Schultz Property Owner 520 North Pine Street – Accessory Buildings requests more than allowed amount on his property per Village Ordinance:** Currently Mr. Schultz would like to redo an old shed on his property. He would redo the current shed and put up a new shed. The lot size is 205' x 233'. What can he do to put a 24' x 40' shed on his property? The old shed is 28' x 32' (896 square feet). Village President, Ebersold noted that it is a problem to build the shed there, and

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he is limited to the number on his property per the Village Ordinance 13-1-200. Trustee, Muehlberg noted that the size of a lot should make a difference in allowing more than (2) detached sheds on those properties. Village President, Ebersold asked Mr. Schultz to be patient, as the Village Ordinances are being re-codified. Maybe something could be included regarding this at the time of approval of the “New” Ordinances. Village Clerk, Bjorklund is redoing all ordinances for the Village Board to review and make changes as necessary. Mr. Schultz thanked the board and will wait to hear what they decide.

10. **Discussion/Action: Boyd’s Outdoor Power – No Parking Sign Request:** Boyd Dosch, owner of Boyd’s Outdoor Power, came to the board requesting a sign be placed in front of his business to keep people from parking there who are not customers. Police Chief, Schinzing would like (3) signs placed there that would say Customer Parking Only from 7 a.m. – 6 pm. He would like them placed in front of the businesses there to discourage people from parking who are not customers. Public Works Director, Bartlett will look into a way that he can mount them there. ***Motion by Trustee, Muehlberg to purchase (3) signs that say Customer Parking Only from 7 a.m. – 6 p.m. and have them placed in front of Boyd’s Outdoor Power, Stotz & Company and Craig Selander, Architect Building, seconded by Trustee, Peer. Carried.***
11. **Discussion/Action: Library Appointments for Lisa Danielson (School District Representative) and Pamela Davies (Village Resident Representative):** Village President, Ebersold discussed filling Library Board appointments. Library Director, Kelly-Johnson noted that an appointment will need to be made to fill the vacancy of Lisa Danielson in August 2017. Carissa Kammeyer would like to take over that vacancy at that time. When Carissa leaves her appointment as a town representative, another individual will need to fill her vacancy in August 2017. ***Motion by Village President, Ebersold to appoint Lisa Danielson as School District Representative for the Library Board (realizing that her appointment term expires April 2020, however; appointment of Carissa Kammeyer will take place in August 2017 to fill the vacancy.) Also appoint Pam Davies as Village Representative for the Library Board with a term expiring April 2020. Motion seconded by Trustee, Muehlberg. Carried.***
12. **Discussion/Action: Hiring of 2018 Resident Campground Hosts:** Treasurer, Meyer noted that Bob and Carol Garin will not be Resident Campground Hosts after this year. They will still be resident campers. She stated that she will be looking for new hosts. There was a couple that was interested, but had to decline recently. She will be putting a sign at the campground and send notices to campers as well as run an ad.
13. **Discussion/Action: Wayfinding Signs:** Library Director, Kelley-Johnson presented the map for the application of Wayfinding Signs as well as the proposed trailblazing signs for the Golf Course and Swimming Pool. The cost is \$12.75 each. She also showed the board the Wayfinding Signs that were already approved. ***Motion was made***

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- by Trustee, Muehlberg to approve the Trailblazing Signs purchase of \$12.75 each for the Golf Course and Swimming Pool. Seconded by Trustee, Barton. Carried.*
14. **Discussion/Action Resolution #17-02 for Compliance Maintenance Annual Report (CMAR):** Public Works Director, Bartlett noted that the Village Board may review the actual CMAR in a separate packet on their tablets. He stated that the Village scored quite well last year. *Motion was made by Trustee, Peer to approve Resolution CMAR Resolution #17-02, seconded by Trustee, Barton. Carried.*
15. **Discussion/Action: FAA Certifications for Federal Funding (Form 5100-129, 5100-130, 5100-131, 5100-132, 5100-133, 5100-134, 5100-135) Verification of Submission by Village President, Ebersold.** Village President, Ebersold noted that the forms stated were required documents agreeing to the terms and conditions for airport funding. The FAA required that the airport owners sign Sponsor Certifications by Tuesday, May 30, 2017 to the Bureau of Aeronautics before they can release funds for 2017 projects. He wanted it noted that he took care of filing these forms with the FAA before the deadline. The board was fine with this decision.
16. **Discussion/Action: Joan Bartz Memorial Bench Placement at James McNally Campground - Memory Lake Park.** Ms. Bartz wants to purchase a Memorial Bench for the late Cliff and Rosella Spooner who were Resident Campground Hosts at Memory Lake Campground. Public Works Director, Bartlett stated that it is a very nice bench and he thought it could be placed on the west side of the bath house. *Motion to approve placement of the bench on the west side of the bath house at James McNally Campground was made by Village President, Ebersold, seconded by Trustee, DeRocker. Carried.*
17. **Discussion/Action: Deck size discussion at James McNally Campground – Memory Lake Park.** Treasurer, Meyer noted that there is an issue with a lot that Larry Harkin rents seasonally. In the January 11, 2010 minutes, Resident Campground Host, Diane Engstrand had given him permission to erect a 120 square foot deck there. According to the current 2017 James N. McNally Seasonal Campsite Agreement, it states that (*Decks, patios or mats can be no larger than 36 square feet in size and must be portable. They must be removed when the seasonal camper leaves for the season.*) Treasurer, Meyer stated that the 120 square foot deck is not in line with the 36 square deck requirements, and this is an agreement that he signed. Village President, Ebersold directed Village Clerk, Bjorklund to draft a letter to Mr. Harken that his deck must meet the 36 square feet requirement and has to be removed at the end of the season.
18. **Discussion/Action: Lara Lerud dba Xcel Gymnastics – Renewal Agreement for use of the Community Center:** Renewal discussion for the agreement for Xcel Gymnastics took place. *Motion was made by Village President, Ebersold to approval renewal of the agreement for the use of the Community Center (July 1, 2017 – June 30, 2018). Seconded by Trustee, DeRocker. Carried.*

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19. **Discussion/Action: Village Regular Meeting times and frequencies:** Village President, Ebersold discussed a prior tabled item for movement of the Regular Monthly Village Board Meeting(s) from 6:00 p.m. to 5:00 p.m. ***Motion was made by Village President, Ebersold to move the Regular Monthly Village Board Meeting(s) from 6:00 p.m. to 5:00 p.m. There was no second, so the motion died.***
20. **Discussion/Action: Set Date and Time for Mark Dahlberg Sign Dedication.** Village President, Ebersold showed the Village Board and everyone present including Mark Dahlberg a sign that the Village of Grantsburg would like dedicated to him on Skyline Drive in the Village. Mr. Dahlberg thanked the board and was very appreciative. The dedication will take place at the sign placement on: Saturday, August 26, 2017 @ 1:00 p.m. prior to the Grantsburg Parade.
21. **Discussion/Action: Approval of Alcohol and Cigarette/Tobacco License Renewals.** The following licenses were approved to expire on June 30, 2018 and set for distribution (after all bills are paid to the Village):

- *Denny's Downtown Lanes LLC – Class "B" Beer and "Class B" Liquor License*
- *Southern Crex Spirits Inc/DBA Hummers Rendezvous – Class "B" Beer and "Class B" Liquor License & Cigarette/Tobacco*
- *American Legion Post No. 185/DBA Brask Fossum Janke Post 185 - Class "B" Beer and "Class B" Liquor License*
- *TA Operating LLC/DBA Minit Mart – "Class A" Beer and Class "A" Liquor and Cigarette License*
- *Mille Lacs Oil Company/DBA Grantsburg Sinclair – "Class A" Beer and Class "A" Liquor and Cigarette License*
- *Grantsburg Golf Course LLC – Class "B" Beer*
- *Virginia Westerberg/DBA Dreamers St Croix Pub and Grill – Class "B" Beer and "Class B" Liquor*
- *Dixon Ventures LLC/DBA Country Store – "Class A" Beer and Class "A" Liquor and Cigarette*
- *Family Dollar – Cigarette License*

Motion was made by Village President, Ebersold to approve all Alcohol and Cigarette/Tobacco Licenses listed to expire on June 30, 2018 and set for distribution (after all bills are paid to the Village). Seconded by, Trustee, Barton. Carried.

22. **Discussion/Action: Approval for Cliff and Darla Harper/Dixon Adventures for Pawnbroker's License (July 1, 2017 – June 30, 2018).** ***Motion was made by***

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- Trustee, Muehlberg to approve the Pawnbroker's License for Cliff and Darla Harper for July 1, 2017 – June 30, 2018. Seconded by Trustee, Peer. Carried.*
23. **Discussion/Action: Request from Gerald Breyer dba Generous Jerry's Fireworks to set up and sell fireworks at the Grantsburg Family Foods.** *Motion was made by Trustee, Muehlberg to allow sale of fireworks on the parking lot of Grantsburg Family Foods in a tent from: June 23, 2017 – July 5, 2017. Seconded by Trustee, DeRocker. Carried.*
24. **Discussion/Action: Request for Outdoor Bar Setup on Licensed Premise for American Legion July 21, 2017 – July 23, 2017.** *Motion was made by Village President, Ebersold to approve the setup on July 21, 2017 from 10:00 a.m. – 1:00 a.m.; July 22, 2017 from 10:00 a.m. – 1:00 p.m.; July 23, 2017 from 10:00 a.m. – 2:00 p.m. Motion was seconded by Trustee, DeRocker. Carried.*
25. **Discussion/Action: Approval for July 2, 2017 Young Eagles/EAA Fly-In Pancake Breakfast, Open House at the Grantsburg Municipal Airport.** Rod Kleiss asked the board's permission to hold the event from 9:00 a.m. – 12:30 p.m. Trustee, Muehlberg asked if this event would interfere with the Rocket Launch that would take place there. He stated it would not. *Motion was made by Village President, Ebersold to approve the Young Eagles/EAA to hold their Fly-In Pancake Breakfast, Open House at the Grantsburg Municipal Airport from 9:00 a.m. – 12:30 p.m. Seconded by Trustee, Peer. Carried.*
26. **Discussion/Action: Airport Entitlement:** Village President, Ebersold noted that there is a possibility to take out a loan for either 10 years @ 3.5% interest or a 20 year loan @ 4.0% interest. He noted that a public hearing will need to be done before any entitlement dollars are received. The loan would help offset the village portion that would not be received from the grant monies. The pilots would be responsible for paying back the loan. Before anything gets started with the grant entitlement process, a plan needs to be created and a public hearing will need to be held to approve that plan and entitlement dollars. Rod Kleiss stated that \$750,000 of aviation entitlement funds is available to KGTG. He noted that he has spoken with the pilots, and they have agreed to increase their land lease rates by \$20/month to help pay the 5% matching requirement of entitlement dollars. He stated what they needed to happen right now is to present the option for taking entitlement funds to the Village of Grantsburg. The WI Bureau of Aeronautics (BOA) estimates that runway refurbishment will be in the \$750k - \$1M range. If the Village of Grantsburg allows the runway improvement, the BOA can find the extra dollars to complete the work from other sources. He also introduced Cameron Smith who spoke as an aircraft mechanic who currently works for the Burnett County Airport (KRZN). He is very interested in buying a hangar from Mr. Kleiss and move his aircraft mechanic business there, especially if the airport is revitalized as Mr. Kleiss is hoping. The request from Mr. Kleiss is to get a vote to start the entitlement process. *Motion was made by Muehlberg to start the process of obtaining*

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entitlement dollars from the BOA with the help of Matt Messina, Airport Development Engineer; Division of Transportation System Development Management for the Wisconsin Dept. of Transportation – Bureau of Aeronautics. Motion was seconded by Trustee, Peer. Carried.

27. **Discussion/Action: Hangar #8 Lease Noncompliance:** Trustee, Barton stated she had spoken with Pam Davies who is a pilot at the Grantsburg Airport. She is waiting to hear from her to see if she is interested in renting or buying the hangar. She wants to make sure her plane will fit in the hangar. The board will wait to hear if there is any progress on either the sale or rental of the hangar, as the owner(s) are not complying with the aircraft-related items portion of the lease.
28. **Discussion/Action: Approval of Payment of Bills:** The following bills were presented for approval:
- 29.
- General Checks (#30417 - #30493) - \$131,371.52
 - Payroll Checks (Voucher #: 4611 – Voucher #: 4670) \$47,525.31
 - ACH/EFTS - \$41,311.43

TOTAL: \$220,208.26

Motion to approve bills in the amount of \$220,208.26 was made by Trustee, Barton; seconded by Trustee, DeRocker. Carried.

30. **Discussion/Action: Village of Grantsburg Survey:** Trustee, Muehlberg is still working on the Village of Grantsburg satisfaction survey and will present at the July 10, 2017 Regular Board Meeting.

Motion to adjourn at 8:40 p.m. was made by Trustee, Muehlberg; seconded by, Trustee, Barton. Carried.

Submitted by:

Patrice Bjorklund, Village Clerk
June 12, 2017