



December 11, 2017

Regular Board Meeting

Village of Grantsburg

The Village of Grantsburg Board of Trustees met on Monday, December 11, 2017 at 6:00 p.m. at the Grantsburg Village Office, Village Board Room – 316 S. Brad Street.

The Regular Board Meeting was called to order at 6:00 p.m. by Village President, Larry Ebersold.

Village President, Larry Ebersold led everyone in the Pledge of Allegiance.

Roll Call

Present: Village President, Larry Ebersold
Village Trustee, Diane Barton
Village Trustee, Gary “Goob” Coy
Village Trustee, Caylin Muehlberg
Village Trustee, Greg Peer
Village Trustee, Russell Stone
Village Trustee, Jared Woody

Absent: None

Others: Village Clerk, Patty Bjorklund
Village Treasurer, Sheila Meyer
Public Works Director, Chris Bartlett
Police Chief, Jeff Schinzing
Ken Kutz, Grantsburg Library Board President
Steve Briggs, Reporter – BurnettWire
Gregg Westigaard, Reporter – Inter-County Leader
As well as featured guests and other members of the public

Scheduled Members of the Public Discussion/Action

Steve Hoffman of the Wisconsin DNR was present to discuss the 2017 Bear Harvest. He stated that there were 84 out of 180 permits issued. The 2017 bear harvest produced 9 bear. He stated that the averages were looked at over the past four or so years, and the numbers of nuisance bear has dropped. There is no plan at this time to issue permits in 2018 for Bear Harvest. He stated that if there are reports of more bear coming back and becoming a nuisance, then permits will be issued. Transportation of the bear to other locations is not desirable he stated.

Frank Becvar was present to discuss the Public Comment Section being implemented again. He stated that that portion of the meeting allows the public to get their voice heard. He wanted the board to consider adopting an ordinance to allow the Public Comment Section to be part of agendas in the future. President, Ebersold noted that he abolished the Public Comment Section because the only people that came were Mr. Becvar and his Mother. He felt that the complaints were not always relevant and they took up the board’s time. President, Ebersold asked the board what their thoughts were. Trustee, Stone thought the Public Comment Section should be brought back, while Trustee, Muehlberg agreed that the comments that have been brought before



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the board were unnecessary and took up the board's time. She did, however; want to see the Public Comments Section brought back. She appreciated that the constituents read the minutes. If there were legitimate requests to be on the agenda, the appearance of individuals could be placed on the agenda as guests to the meeting she thought. At this time, President, Ebersold is implementing No Public Comments on future agendas.

Approval of Minutes

November 13, 2017 Administration Committee Meeting

November 13, 2017 Plan Commission Meeting

November 13, 2017 Regular and Budget Meeting

Trustee Muehlberg moved, seconded by Trustee Coy, to accept the minutes as presented and that the reading of the minutes from the Board of Trustees Meeting held on November 13, 2017 be suspended since all Board members received copies of the same prior to tonight's meeting.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody

Nays: NONE

Motion to approve: Carried

New Communications

None at this time.

Board and Staff Reports

1) Public Works a) Director Report. Public Works Director, Bartlett informed the board that a probe used for taking samples at the sewer plant broke. It will be \$450 for a new one. He stated that this morning the broom fell off of the John Deere mower. The shaft broke. It is going to cost around \$1,200 to repair it. The broom is a 2014. He is going to look at what it would cost to trade every 2 years. He will research options. The cost to replace the broom is \$4,500. He wanted the board to know that the crew will be down until the end of the year due to crew using up their vacation. The week between Christmas and New Year's, there will be one person on each day. They will be nearby in the event a snow event or emergency happens.

2) Police Department a) November 1, 2017 – December 1, 2017 Police Report was included in member's packets. Police Chief, Schinzing also included a quotation from Grantsburg Telcom for a back-up system that would be used for storage of data for the village and police department. The cost would be \$1,630.30 for the ability to have 4TB backup. Trustee, Woody asked how much storage is needed. It was the consensus of Police Chief, Schinzing and Treasurer, Meyer that the 4TB would be more than enough for quite a while. The most consumption would be the police department due to videos and pictures which take up more space. The village, water and sewer department and police department would share the costs. Police Chief, Schinzing thought there was still money in his budget for 2017 to help cover their share of costs.



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Trustee Peer moved, seconded by Trustee Barton, to purchase the backup system in the amount of \$1,630.30 from Grantsburg Telcom.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody
Nays: NONE
Motion to approve: Carried

3) Village Administration a) *Clerk Report.* Clerk, Bjorklund reported (2) Operator's Licenses were issued with a date to expire on June 30, 2019. There was (1) Land Use/Building Permit issued. There was (1) Chicken Permit issued to James & Caylin Muelberg on November 10, 2017. b) Treasurer, Meyer presented her Treasurer Report; Cash Reports; and Budget to Actual.

4) Library a) *Director Report.* Library Director, Kelly-Johnson's report was included in all members' packets. It highlighted that 28 programs were offered. Program attendance was 323 and total visits at the library were 2,434. Dr. Seuss's Grinch character is back at the library this December. He's hiding in the library stacks, reading books. Everyone is invited to search him out and enter to win fun prizes. Stuffed Animal Storytime and Sleepover will be on Wednesday, December 27, 2017 @ 10:30 a.m. There will be a free showing of a family movie and popcorn at 2:00 p.m. on Thursday, December 28, 2017. There will be a kid's mosaic-making workshop on Friday, December 29, 2017 @ noon. The workshop is for ages 8-13 and the children must register at the library. Registration is limited. The supplies for the workshop will be provided to each child free of charge. On December 14, 2017 library and high school volunteers will distribute books at the Grantsburg Food Shelf. The public library has teamed up with the Grantsburg High School Library Club and Grantsburg Area Food Shelf. The public library purchases the books throughout the year with funds donated specifically for the project.

Ken Kutz, Library Board President discussed installation of acoustic panels at the library. Audio Architects (where the panels were purchased) was going to charge just over \$3,000 to do so. Library Director, Kelly-Johnson had approached the village crew to see if they would do the work. Mr. Kutz was under the impression after speaking with Library Director, Kelly-Johnson that there would be no cost. Public Works Director, Bartlett did have Treasurer, Meyer issue an invoice in the amount of \$676.52 for the crew's work there. He noted that he had not discussed the price with Library Director, Kelly-Johnson, but will work on emailing those costs ahead of time in the future. The work took over 21 hours to complete with 2 crew members. Mr. Kutz was asking in the future what items the village crew will charge for at the library. Treasurer, Meyer noted that the 2014 rate that was approved for Public Works Crew work was \$31.60 per hour per person for hired services. President, Ebersold will have Clerk, Bjorklund place this issue for discussion on the January 8, 2018 Village of Grantsburg Agenda for discussion.

President, Ebersold read a statement to the board and public. He stated that he attended the December 6, 2017 Library Board Meeting as a member of the public. He discussed the fact that he was approached by one of the library staff members questioning why the village does not give hams to the library employees any longer. He noted that the cost would be approximately \$100 for the 4 employees. He wondered why the library couldn't pay for their own hams. He also stated in 2018, the village budgeted \$83,000 for operating expenses to the library.



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5) Fire Association a) *Fire Inspections Discussion took place.* Trustee, Barton noted that there were 27 Fire Inspections performed. She noted that fire fighters are retiring and the Fire Association is 7 to 10 firefighters short of what is needed. The department is in need of daytime firefighters. In 2017 a new/used rescue/pumper truck was purchased in Ohio. Shortly after it was purchased, it was involved in a rollover. The unit has been at Emergency Apparatus Maintenance (EAM) in Lino Lakes, MN for the past 6 months. The truck has been painted 5 times and the color is still incorrect by the Insurance Company she noted. The old rescue/pumper truck was taken out of service to be used while the new one is being repaired. This truck was set to be sold on Wisconsin Surplus. Currently, a new/used tanker truck with automatic transmission was purchased to replace the 1986 used tanker truck with manual transmission. The used truck is for sale on Wisconsin Surplus. Trustee, Stone questioned where the funds came from to pay for the 2 trucks. Trustee, Barton stated that there was money in a CD to cover the expense.

6) Administration Committee. There is nothing to report at this time.

7) Ambulance Committee. There is nothing to report at this time.

8) Grantsburg Golf Course a) *Financial Statements for November 2017 were presented in all board members' packets.*

9) Pool. There is nothing to report at this time. However; advertisement for a Pool Manager will need to take place in the future.

10) Memory Lake Campground. There is nothing to report at this time.

11) Airport. a) *Mike Jehlicka Long Range Plan Discussion of Airport.* Mr. Jehlicka stated that airport pilots and enthusiasts were in attendance at a meeting last week to discuss long-range plans for the Grantsburg Municipal Airport. He stated that they have many creative ideas to help cover the 5% village-share of cost for the crack-sealing and patching of the runway there. He also noted that the driveway needs a facelift as does the terminal building. Public Works Director, Bartlett noted that bids won't go out until the spring of 2018 for crack-sealing. The Wisconsin Department of Transportation – Division of Transportation System Development Management Bureau of Aeronautics, Matt Messina will be handling all bids. The work most likely won't be done until late summer of 2018. Another wish would be for an updated Airport Layout Plan for future improvements. Rod Kleiss noted that this is a necessity for bigger projects down the road. The pilots and enthusiasts are thinking about a Wisconsin Flying Hamburger Social where the concept was started in 2012 in Wausau. It is a moving social that travels all throughout each participating state each month between the months of June to August to a different location. It's a way to socialize with fun, food, friend and flying. A Golf Course Tournament fundraiser was also discussed. Trustee, Coy stated that the Grantsburg High School Football Team has done this, and it is quite successful. Hole Sponsors help with the cost of fundraising. A Chili Cook-off and Pancake Breakfast were also discussed. Trustee, Barton asked if the fundraising can be done during rocket launches. Mr. Jehlicka didn't see any reason that they could not. President, Ebersold noted that the village will try to help with the concept of having the airport improvements made. He will discuss with the Airport Committee holding a meeting in the near future with interested pilots and enthusiasts.

12) Public Property Committee. There is nothing to report at this time.

13) Cemetery Association. There is nothing to report at this time.



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14) Public Safety Committee. There is nothing to report at this time.

15) Infrastructure Committee. There is nothing to report at this time.

16) Housing Authority. There is nothing to report at this time.

17) Plan Commission. Karl Anderson was present on his request for permission to place a shed on his property located at: 613 N. Pine Street. The shed would be used for storage of tow trucks and a bus. The recommendation by the Plan Commission at today's 5:15 p.m. meeting was to approve his variance for the pole storage building that is 2,880 square feet. The property is zoned B1. Unfortunately, Clerk, Bjorklund inadvertently missed this discussion and did not place it on the December 11, 2017 agenda. The request could not be approved at this time. President, Ebersold asked if the board could approve at the January 8, 2017 Village Board Meeting. Mr. Anderson stated that would be fine. The item will be discussed at that time.

18) Fair Association. There is nothing to report at this time.

Unfinished Business

Schedule of Fees was placed in the Village Board Members' packets. Clerk, Bjorklund would like changes to be made before the ordinances are approved next year. Treasurer, Meyer noted that there are changes for sewer rates and equipment rates that will need to be added and changed. The changes will be made internally until such time they are complete for the ordinance inclusion.

Scheduled Members of the Public Discussion/Action

Set 2018 Caucus Date and Time. Clerk, Bjorklund noted that this is done at 7:00 p.m. during the January Regular Scheduled Board Meeting.

Trustee Muehlberg moved, seconded by Trustee Woody to hold the 2018 Caucus at 7:00 p.m. during the January 8, 2018 Regular Board Meeting.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody

Nays: NONE

Motion to approve: Carried

Appointment of Election Inspectors for a term to end December 31, 2019 was discussed. Clerk, Bjorklund noted that state law requires that election inspectors be appointed by the Village Board for a 2 year term in odd years. Each of the following has worked in the past as an Election Inspector, Chief Inspector or Special Voting Deputy. Clerk, Bjorklund would also like to include in the motion to allow the Clerk to appoint inspectors on an as needed basis throughout this term. They are as follows:

- Theresa Andersen (Election Inspector, Special Voting Deputy)
- Linda Anderson (Chief Inspector)
- Judith Baker (Election Inspector)



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- Todd Beckmann (Election Inspector)
- Linda Dahl (Election Inspector)
- Shirley Evrard (Election Inspector)
- Eldon Freese (Election Inspector)
- Joann Freese (Election Inspector)
- Joan Johnson (Election Inspector)
- Paul Johnson (Election Inspector)
- Diane Lindh (Election Inspector)
- Beverly Mertes (Election Inspector)
- Erica Morton (Election Inspector)
- Sandra Rand (Election Inspector)
- Linnea Seume (Chief Inspector, Special Voting Deputy)

Trustee Barton moved, seconded by Trustee Stone to approve appointment of the above Election Inspectors, Chief Inspectors and Special Voting Deputies for a term to expire on December 31, 2019 as well as give Clerk, Bjorklund the ability to appoint other individuals on an as-needed basis during the 2-year term.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody
Nays: NONE
Motion to approve: Carried

2017 Budget Changes were discussed and presented by Treasurer, Meyer. General Fund and Capital Projects Fund revenues under budgeted amounted to \$28,268. Expenditures for General Government, Public Safety, Public Works, Health and Human Services, Leisure & Recreation and Economic Development were \$24,906 over budget. The Water Fund Additional Revenues were \$10,040 with Expenditures of \$4,360 under budget. The Sewer Fund Expenditures under budget were \$4,350. The Storm Water Fund Expenditures under budget were \$5,550.

Trustee Muehlberg moved, seconded by Trustee Peer to approve the 2017 Budget Changes as presented.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody
Nays: NONE
Motion to approve: Carried

Resolution #17-06 Authorizing Direct Charge of Additional Public Fire Protection was discussed. Treasurer, Meyer presented an email that she received from Stephen Kemna of the Public Service Commission (PSC) for their Grantsburg Public Fire Protection (PFP) application (2330-WR-105.) He did an actuarial study and computed the direct PFP charges that are required to recover the entire (PFP) cost of \$107,872 from the water bills. She noted that the increase for residential customers would go from \$21.75 per quarter to \$34.80 per quarter. This would be a 6 – 7% increase to water customers.



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Trustee Muehlberg moved, seconded by Trustee Coy to approve Resolution #17-06 Authorizing Direct Charge of Additional Public Fire Protection. The increase would be made to recover the entire (PFP) cost of \$107,872 from the water bill.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Woody
Nays: Stone
Motion to approve: Carried

Resolution #17-07 Village of Grantsburg Hazards Mitigation Plan Adoption Resolution Adopting the Burnett County All Hazards Mitigation Plan. Clerk, Bjorklund noted that the resolution is required to reduce potential harm to people and save taxpayer dollars. The plan helps with disasters planning. The plan is required as a condition for future grant funding for mitigation projects. Audience Member, Vincent Zilka asked where the plan was and why it wasn't presented. Clerk, Bjorklund noted that the plan is in the Village Office and all members' were provided a copy before the meeting. Several board members noted that they had looked at the plan. Trustee, Muehlberg noted that it was smart to go along with the county plan as the village would have to create one otherwise. Clerk, Bjorklund noted that she had sat on the Hazard Mitigation Planning Committee and helped with the plan itself.

Trustee Stone moved, seconded by Trustee Peer to approve Resolution #17-07 Village of Grantsburg Hazards Mitigation Plan Adoption Resolution Adopting the Burnett County All Hazards Mitigation Plan.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody
Nays: NONE
Motion to approve: Carried

Trustee, Muehlberg represented Kristina Kelly-Johnson who was unable to attend tonight's meeting to discuss the Bruce Erickson Family's desire to donate for improvements at the east side of the Community Center Entrance. They would like to see signage, trees and new awning there. Kristina had spoken with Cathy McCabe who is very talented and has a good vision with ideas for the space. The Library, Ms. McCabe, Public Works Director, Bartlett and the Village Board will work together to come up with ideas and estimates for the Erickson Family and Jensen Trust on their generous donation in the future.

The following bills were presented for approval:

- General Checks (#30850 - #30890) - \$133,192.15
- Payroll Checks (Voucher's: V4945 – V4980 and checks 16152 - 16158) - \$31,637.08
- ACH/EFTS - \$48,312.83

TOTAL: \$213,142.06

Trustee Muehlberg moved, seconded by Trustee Barton to approve bills in the amount of \$213,142.06.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody
Nays: NONE



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Motion to approve: Carried

Trustee Woody moved, seconded by Trustee Stone to adjourn at 7:45 p.m.

Ayes: Ebersold, Barton, Coy, Muehlberg, Peer, Stone, Woody

Nays: NONE

Motion to approve: Carried

Submitted by:

Patty Bjorklund – WCMC, CMC, CMTW
Village Clerk, Deputy-Treasurer
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