



August 27, 2018

Special Board Meeting

The Village Board met on Monday, August 27, 2018 @ 5:00 p.m. at 316 S. Brad Street, Grantsburg, Wisconsin.

The Special Board Meeting was called to order at 5:00 p.m. by Village President, Larry Ebersold.

Roll Call

Present: Village President, Larry Ebersold
Village Trustee, Diane Barton
Village Trustee, Gary "Goob" Coy
Village Trustee, Mike Longhenry
Village Trustee, Caylin Muehlberg
Village Trustee, Greg Peer
Village Trustee, Russell Stone

Absent: None

Others: Village Clerk, Patty Bjorklund
Village Treasurer, Sheila Meyer
Public Works Director, Chris Bartlett

Village Trustee, Peer moved, seconded by Village Trustee, Barton to move into Closed Session at 5:05 p.m.

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

Village Trustee, Muehlberg moved, seconded by Village Trustee, Longhenry to move out of Closed Session and go into Open Session at 5:15 p.m.

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

Village Treasurer, Meyer had general questions for the 2019 Budget that she would like answered from the board. She would prefer to have at least 3 - 4 scenarios for determining the projected wages for 2019. Village Trustee, Barton asked if Village Treasurer, Meyer had received any figures for payments to the state and revenues that will be received for 2019. She has not. She anticipates that there will not be much of a change from last year. She noted that the board has used CPI Urban (Consumer Price Index Urban) in the past. The current percentage is 2.9%. Village Trustee, Muehlberg noted that the CPI will be 3% for 2019. Village Trustee, Coy asked about the wage matrix that has been looked at in the past. Village Trustee, Barton noted that it was never passed. It will need to be looked at, Village Treasurer, Meyer noted. Village Trustee, Peer asked about health and dental insurance. Village Treasurer, Meyer will be speaking with a representative from WEA Trust Insurance which the Wisconsin League of Municipalities administers next week. She also works with Carol Alderman who is an agent with Jensen Sundquist and is the village's current agent. Village Treasurer, Meyer noted that she has always been very helpful in finding a good rate for the village. Discussion



August 27, 2018

Special Board Meeting

ensued. Village Treasurer, Meyer will put in a range of 25¢ - 75¢ figured into a spreadsheet for the board to look at with a zero increase as well. She is also looking at the Grantsburg Public Library appropriation. Village Trustee, Muehlberg noted that since she is a member of the Library Board as an appointed member for the Village of Grantsburg Board, she can report that the Library Board is not asking for a large increase. The increase would be used for payroll maintenance. They would appreciate what they have received in the past at a minimum or a slight increase to help with that. Consensus of the board was to look at figuring in the budget what the library received last year which is \$83,000. Also, after discussion the board looked at giving Riverside Cemetery the \$5,000 they received similar to this year's budget. Village Treasurer, Meyer also discussed the Fee Schedule for the Village Code. She wanted to make sure that the board looks at that. Village Trustee, Peer asked about budgeting for Main Street Improvements. Village Treasurer, Meyer noted that it's a Capital Item, and what isn't funded is a loan. The Principal and Interest payment would be budgeted for 2019. Village Trustee, Barton wanted to note that any funding that is donated by the public can be used for sponsorship dollars and will be used towards our share of payment for the grant. There will also be budgeted dollars included for the Wisconsin Avenue street and utility project. Village Trustee, Muehlberg asked what the village's debt ratio is. Village Treasurer, Meyer noted that it is low. Debt is better for the municipality because of funding that can be obtained.

Chapter 465-5 F(1) was reviewed which discussed repair or replacement of defective sidewalks. Lori Needham who lives at 419 S. Pine Street presented 465-5 F(1) for the board to look at. It reads as follows: *"Sidewalk repair or replacement. Pursuant to § 66.0907, Wis. Stats., the Village Board may order property owners to repair or remove and replace any sidewalk which is unsafe, defective or insufficient. If the property owner shall fail to so repair or remove and replace such sidewalk for a period of 20 days after service of the notice provided in § 66.0907, Wis. Stats., the Village Board shall cause the necessary repairs or construction of such sidewalk, and 50% of the total cost of such repair or construction shall be entered upon the tax roll as a special tax against said lot or parcel of land; the Village shall be responsible for the remaining 50%.* She was questioning if her and Mike Virgilio who both own the property are responsible for the 50% cost of the retaining wall replacement adjacent to their property. At a previous meeting, they were directed by the village board that discussion will take place between Village Treasurer, Meyer and Public Works Director, Bartlett regarding the Special Assessments that they would need to pay. It was the understanding of the board at that time and the owners of the property that they would pay 100% of the cost. Public Works Director, Bartlett noted that the cost to do the wall was \$25,000 and \$2,500 for the steps there. Village Treasurer, Meyer thought to be clearer the description of sidewalks should include something to the effect that retaining walls are an extension of the sidewalk in the code. Village Trustee, Peer suggested having the Village Attorney review the section of the code in question. Discussion ensued.

Village Trustee, Coy moved, seconded by Village Trustee, Longhenry to table discussion until the September 10, 2018 Village Board Meeting after the ordinance is reviewed for the discussion of retaining wall replacement in Chapter 464 Streets and Sidewalks of the code for 419 S. Pine Street.

Ayes: Ebersold, Barton, Coy, Longhenry, Muehlberg, Peer, Stone
Nays: NONE
Motion to Approve: Carried

At the August 22, 2018 Administration Committee Meeting, the Committee recommended to the Village Board that a letter be sent to Vincent Zilka stating the board has met with the pool manager and supports the way the



August 27, 2018

Special Board Meeting

Pool Manager handled the pool and swimming lessons issue that he had addressed by email to Village Clerk, Bjorklund. Discussion ensued.

Village Trustee, Barton moved, seconded by Village Trustee, Stone to send Vincent Zilka a letter in support of the pool Manager regarding the pool and swimming lessons issue that was addressed during the August 22, 2018 Administration Committee Meeting and this meeting. The board will take no action against her.

Ayes: Ebersold, Barton, Coy, Longhenry, Muehlberg, Peer, Stone
Nays: NONE
Motion to Approve: Carried

Village Trustee, Peer moved, seconded by Village Trustee, Barton to move into Closed Session at 6:15 p.m. Village Trustee, Longhenry recused himself from the discussion to interview applicants for the position of Public Works Crewperson and Equipment Operator because of a conflict of interest.

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

Village Trustee, Coy moved, seconded by Village Trustee, Peer to move out of Closed Session at 7:10 p.m.

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

John Erickson and William Gonzalez were interviewed in Closed Session.

Village Trustee, Barton moved, seconded by Village Trustee, Coy to hire John Erickson for position of Water/Sewer Crew Person at a rate of \$18.00 effective August 28, 2018.

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

Discussion took place regarding finding a temporary employee to fill the vacancy left by John Erickson for his position of Crew Person. Village Trustee, Longhenry noted that at his place of employment they use a temporary employment service. The consensus of the board was if that occurred, they would need to hire someone soon.

Village Trustee, Peer moved, seconded by Village Trustee, Longhenry to hire a temporary employment service to find an employee to fill the vacancy left by Crew Person John Erickson in the near future. The position would be for a month or so.



August 27, 2018

Special Board Meeting

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

Discussion took place regarding putting an ad in Burnett County Sentinel to fill the vacated Crew Person Position for August 29, 2018 and September 5, 2018. The due date for all applications will be September 12, 2018. Village Clerk, Bjorklund is directed to post the ad as well as the position description on the Village of Grantsburg website.

Village Trustee, Stone moved, seconded by Village Trustee, Peer to place a small box ad in the Burnett County Sentinel to fill the vacated Crew Person Position for August 29, 2018 and September 5, 2018 with the applications due on September 12, 2018.

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

Discussion took place regarding dates for interviews. There will be an Administration Committee Meeting held @ 1:00 p.m. on September 13, 2018 to review the applicants for the position of Crew Person. There will be a Special Board Meeting held on September 17, 2018 @ 6:00 p.m. to do interviews.

Village Trustee, Barton moved, seconded by Village Trustee, Longhenry to allow the Administration Committee to narrow the field of applicants to 5 at the Administration Committee Meeting held at 1:00 p.m. on September 13, 2018. Those applicants are to be presented to the full board at the Special Board Meeting held at 6:00 p.m. on September 17, 2018 for interviews.

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

The board set a Budget Infrastructure Committee Meeting on September 11, 2018 @ 4:30 p.m. with Chairman, Longhenry and Members, Stone and Coy.

Village Trustee, Muehlberg moved, seconded by Village Trustee, Longhenry to adjourn the Special Board Meeting at 7:45 p.m.

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



August 27, 2018

Special Board Meeting

Submitted by:

Patty Bjorklund – WCMC, CMC, CMTW
Village Clerk, Deputy-Treasurer
August 27, 2018