



November 12, 2018

Regular Board Meeting

The Village of Grantsburg Board of Trustees met on Monday, November 12, 2018 at 6:00 p.m. at the Grantsburg Village Board Room – 316 S. Brad Street.

The Regular Board Meeting was called to order by Village President, Larry Ebersold.

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

Village President, Larry Ebersold welcomed guests.

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
Police Chief, Jeff Schinzing
Public Works Director, Chris Bartlett
Library Director, Kristina Kelly-Johnson
Editor – Burnett County Sentinel, Jonathan Richie
Reporter – Inter-County Leader, Ed Emerson
As well as featured guests and other members of the public.

Approval of Minutes

October 8, 2018 Plan Commission Meeting
October 8, 2018 Village Board Meeting
October 9, 2018 Administration Committee Meeting
October 10, 2018 Administration Committee Meeting
October 15, 2018 Special Board Meeting
October 16, 2018 Special Board Meeting
November 5, 2018 Special Board Meeting

Village Trustee, Peer moved, seconded by Village Trustee, Longhenry, to accept the minutes as presented. And that the reading of the minutes from the Board of Trustees Meeting held on October 8, 2018 be suspended since all board members received copies of the same prior to tonight’s meeting.

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



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New Communications

The board members were presented the October 2018 Burnett County Administration Newsletter in their packets. They were also presented a letter from Jennifer Berg, PE of the Wisconsin Department of Transportation. The request was to lower the speed zone to 35 mph. Their determination was to retain the existing speed of 40 mph. If the village wanted to install sidewalks and ADA compliant ramps, a permit for crosswalks could be issued. The summary was that this area could warrant a consideration of a speed increase. With the transitional characteristics of the roadway and crash history, raising the speed limit to 45 mph may be appropriate for this segment of roadway she stated.

Board and Staff Reports

- 2) **Police Department** a) *October 1, 2018 – November 1, 2018.* The Police Report was presented in board members packets by Police Chief, Schinzing.
- 3) **Village Administration** a) *Clerk Report was read.* Village Clerk, Bjorklund stated that there was 1 Operator's License issued. There was 1 Land Use/Building Permit issued. There was 1 Temporary Class "B" Retailers License issued. She also detailed the November 6, 2018 Election Information. There were 620 Registered Voters. There were 500 Election Day Voters. There were 42 Election Day Registrants and 54 Absentee Voters. Of those voters, there were 164 Paper Ballots and 336 Edge Machine Ballots. There were 9 Election Voters, plus the Village Clerk. Results of the election for Governor, Attorney General, Secretary of State, State Treasurer, United States Senator, Representative in Congress District 7, Burnett County Sheriff and Burnett County Clerk of Circuit Court were presented. b) *Treasurer Cash Report was read by Village Treasurer, Meyer.* c) *Budget to Actual Report was read by Village Treasurer, Meyer.*
- 4) **Library** a) *Library Director Report was read.* Library Director, Kelly-Johnson stated that in October there were 9,230 visits to the library. There were 29 programs offered and 415 program participants. The library welcomed over 100 children to the October 18 School's Out Event. The library is offering a chance to honor someone special. With a donation of \$25 or more, they'll print the loved one's name inside a book circulating in the Grantsburg Library. Library cardholders can now select from 350+ free classes to take online, on their schedule. She noted that the participants can learn everything from creating a website to be a great cook. Books on Tap will take place on, November 1, 2018 at 7:00 p.m. at Brickfield Brewing. Book signing will take place with Tom Moriarty, November 10, 2018 at 10:00 a.m.

Scheduled Members of the Public Discussion/Action

Lara Lerud was present to discuss the July 1, 2018 – June 30, 2019 agreement with Xcel Gymnastics to use the Community Center located at 315 S. Robert Street, for a non-profit program. During usage, it was discussed that the renter other than gymnastics for large events can ask to have gymnastics equipment moved. All other times, equipment needs to be safeguarded. The board felt that as part of the agreement, it would be understood that these would be the terms. It would be the renter's choice if equipment stays in the gymnasium or is moved.



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Village Trustee, Coy moved, seconded by Village Trustee, Muehlberg to approve the agreement between the Village of Grantsburg and Xcel Gymnastics to use the Community Center located at 315 S. Robert Street, for a non-profit gymnastics program. The agreement will be for July 1, 2018 – June 30, 2019. During usage, by individuals other than the gymnastics group, it is understood that it is the renter's choice if the equipment stays in the gymnasium or is moved. Particularly for larger events. The process for moving the equipment or keeping the equipment in place and signed, will be tried out.

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

Natalie Finch was present to get a status update on the 420 N. Pine Street nuisance property issue. Just prior to this evening's meeting, Police Chief, Schinzing had received a letter by email from Village Attorney, Anders B. Helquist of Weld Riley. It was in response to the question raised regarding the Village's ability to evict the property owner from 420 Pine Street North in the Village of Grantsburg. He had stated that there is no basis or authorization under Wisconsin Law for a citizen-initiated petition to evict a private landowner from his or her private property or for a citizen-led petition to condemn the same. He reviewed a potential statutory basis to "evict", i.e., force a sale of the property stemming from residents' allegations that drug-related activities are occurring here. He reviewed the call logs, the incident reports/case coversheets, and knowledge of the property, there is no supportable legal basis to state this is a "drug house" under Wis. Stat. § 823.113 and force a property sale on that basis. The conclusion could change if additional facts are brought to his attention he noted. He noted that based on Wis. Stat. § 32.03(6) and the facts as known to him, he does not believe the Village will be able to successfully condemn the property as "blighted" at this time. He stated he would welcome the opportunity to answer questions at the Village Board's regular meeting on December 10, 2018 in person if needed. After discussion, Ms. Finch noted that she will confer with area residents to see if this is something they would like. She will let Village Clerk, Bjorklund or Police Chief, Schinzing know.

Ken Kutz, Representative of Immaculate Conception Catholic Church was present to discuss seeking Village consent regarding Wis. Stat. § 157.065(2)(a)2 which allows the creation of a Catholic cemetery on the south-eastern portion of its property. He noted that the area is flat, cleared and currently maintained. He noted that there is no major construction/clearing project needed there. The land would remain as undisturbed as possible. The consent from the Village Board is required before they can seek final approval from their Diocese in Superior, WI. He stated that 96% of the church membership is in favor of a cemetery located behind their church. They had spoken to Surveyor, Mark Krause and he stated that a cleared area of more than 1-acre is enough for a cemetery. He stated that there is more than enough land there on their property located at 411 State Road 70. Currently the church owns 3.17 acres. The church has been in the community since 1909. The Diocese would have the final say.

Village Trustee, Peer moved, seconded by Village Trustee, Muehlberg to allow Immaculate Conception Church the ability to place a cemetery behind their church on property more than 1 acre located at 411 State Road 70.

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



Regular Board Meeting

Board and Staff Reports - Continued

1) **Public Works** a) *Director Report.* Public Works Director, Bartlett discussed sweeping in the village. The new sweeping company did everything in the village one time. He noted that they were unable to go back and do a second round due to the snow and ice moving in. Bartlett noted that the sweeping was done very well. The board agreed. On Friday, November 9, 2018 a load of sand salt was picked up at Burnett County Highway Department in preparation for bad weather coming. Bartlett noted that recently he and Water/Sewer Operator, John Erickson obtained their Wastewater Permits. Water/Sewer Operator, John Erickson and Operator, Kurt Tyberg also passed their test for (CDL) Commercial Driver's License.

4) **Library** b) *Resolution #18-13 for County Library Levy Exemption.* Library Director, Kelly-Johnson detailed the process for County Library Levy Exemption. She stated this helps the village residents from being charged "twice" for having a library. Every municipality that has a library in their locale should be exempted for this purpose. All municipalities in the county are charged to have the libraries except for municipalities that have a library located in their municipality. Residents are paying to have the library through the village levy. In the early 2000's, a statute was passed to have towns pay for their portion. This resolution serves as an exemption for the village paying their portion.

Village Trustee, Muehlberg moved, seconded by Village Trustee, Barton, to approve Resolution #18-13 for County Library Levy Exemption.

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

5) **Fire Association** a) Fire Inspections were reviewed. For the village there are 2 inspections due with those inspections completed. There are 3 re-inspections due with those completed. Total inspections completed were 5. In 2017 there were 272 inspections done at this time. Total inspections for 2017 were 328. In 2018, inspections done to date are 248 and year to date 301 with re-inspections. Trustee, Barton noted that starting January 1, 2019 the inspections violations will start going to the State of Wisconsin Department of Safety and Professional Services. The state will fine for infractions she noted. She had nothing else to report.

7) **Ambulance Committee** a) *Village Trustee, Stone gave his quarterly report.* The Ambulance Committee met on October 17, 2018 at the Webster Fire Hall at 7:00 p.m. North Ambulance passed out the quarterly report showing calls and response times. The current contract calls for a maximum of 30 minutes or less per call. They usually strive for 20 minutes or less. In the 1st quarter, there were 41 calls over 20 minutes. In the 3rd quarter, there were 15. The consensus of the group felt it was a nice improvement. Staffing is an issue. There are currently 2 individuals going to paramedic training and 4 for advanced Emergency Medical Technician (EMT) at WITC Community College. A need for a 4th ambulance was also discussed. For now, the need isn't necessary. The average response time for the 3rd quarter was 10.07 minutes. There was discussion of trying to get ambulance service on the tax levy. If the committee receives any complaints, those will go to North Ambulance he noted. Discussion ensued regarding costs, runs, fire department assistance.



Regular Board Meeting

Budget Hearing – 7:00 p.m.

General, Water, Sewer, Storm Water & Capital Projects Funds Adoption for 2019 and approve setting the 2018 Levy in the amount of \$423,190 was discussed.

Village Trustee, Muehlberg moved, seconded by Village Trustee, Barton to approve General, Water, Sewer, Storm Water & Capital Projects Funds Adoption for 2019 and approve setting the 2018 Levy in the amount of \$423,190.

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

8) Grantsburg Golf Course a) *September 2018 Financials; January – September 2018 Year to Date Financials were presented in all members’ packets.*

11) Airport a) *Cost to insure 2004 Airport Courtesy Car was discussed. The 2004 Mercury Sable (4-Door Sedan) needs insurance. Insurance cost for liability in the amount of \$393 per year was presented by Insurance Agent, Larry Passint by email. Additional replacement Cost for Physical Damage of \$118 was presented as well as Actual Cash Value Physical Damage of \$84.*

Village Trustee, Longhenry moved, seconded by Village Trustee, Muehlberg to approve coverage of liability only on the 2004 Mercury Sable 4-door sedan in the amount of \$393 per year.

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

16) Housing Authority a) *Installation of New Board Member Joan Lauer for a term of 5 years.*

Village Trustee, Barton moved, seconded by Village Trustee, Stone to approve appointment of Board Member Joan Lauer to the Burnett County Housing Authority for a term of 5 years.

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

17) Plan Commission a) *Grantsburg Hockey Association requested a zoning change of R-2 to B-1 for a parcel located at 500 South Robert Street Parcel ID: 07-131-2-38-19-14-5 15-385-046000.*

Village Trustee, Muehlberg moved, seconded by Village Trustee, Barton to approve the zoning change from R-2 to B-1 for a parcel located at 500 South Robert Street Parcel ID: 07-131-2-38-19-14-5 15-385-046000 for the Grantsburg Hockey Association with the understanding that covenants for use of the property will be closely looked at before future sale of the property.



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Ayes: Barton, Coy, Longhenry, Muehlberg, Peer, Stone
Nays: Ebersold
Motion to Approve: Carried

- 6) Administration Committee – Nothing new to report.
- 9) Pool – Nothing new to report.
- 10) Memory Lake Campground – Nothing new to report.
- 12) Public Property Committee – Nothing new to report.
- 13) Cemetery Association – Nothing new to report.
- 14) Public Safety Committee – Nothing new to report
- 15) Infrastructure Committee – Nothing new to report
- 18) Fair Association – Nothing new to report

Unfinished Business

Village Clerk, Bjorklund noted that discussion took place at a previous Board Meeting regarding 464-5 (F) Repair and Replacement of Sidewalks. She will contact the village attorney regarding amendment of the existing ordinance and see that changes are made. She will keep the board apprised.

Continued Discussion/Action

Village Treasurer, Meyer is seeking approval of Delinquent Utilities in the amount of \$25,613.93 and Special Assessments in the amount of \$5,950.13 for a total of \$31,564.06 being placed on the tax roll for 2018 being collected in 2019.

Village Trustee, Muehlberg moved, seconded by Village Trustee, Longhenry to approve Delinquent Utilities in the amount of \$25,613.93 and Special Assessments in the amount of \$5,950.13 for a total of \$31,564.06 being placed on the tax roll for 2018 being collected in 2019.

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

Village Clerk, Bjorklund included in everyone's packets the contract for North Lakes Mechanical Consulting Services, Inc. Dennis Quinn is interested in continuing to be the Building Inspection Agency for the Village of Grantsburg providing Construction, Erosion Control, Plumbing, HVAC and Electrical Inspections for one- and two-family dwellings. He attached a copy of the proposed 2019 fee schedule. The rates are the same as the 2018 fee schedule.

Village Trustee, Peer moved, seconded by Village Trustee, Coy to approve the 2019 Fee Schedule for Construction, Erosion Control, Plumbing, HVAC and Electrical Inspections for one- and two-family dwellings.

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



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Village Clerk, Bjorklund included in everyone's packets Pay Request #2 from A-1 Excavating, Inc. It is not the final pay request. The pay application is in the amount of \$85,972.05 less \$13,876.69 which is 5% retainage. The work was completed through November 2, 2018.

Village Trustee, Barton moved, seconded by Village Trustee, Muehlberg to approve Pay Request #2 from A-1 Excavating, Inc. in the amount of \$85,972.05 less \$13,876.69 which is 5% retainage.

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

Village Clerk, Bjorklund included in everyone's packets the 2019 Drop-Off Site Staffing Agreement between the Recycling Control Commission c/o Northwest Regional Planning Commission and the Village of Grantsburg. The contract is for a period of 12 months and commencing January 1, 2019.

Village Trustee, Muehlberg moved, seconded by Village Trustee, Stone to approve the 2019 Drop-Off Site Staffing Agreement between the Recycling Control Commission c/o Northwest Regional Planning Commission and the Village of Grantsburg. The contract is for a period of 12 months and commencing January 1, 2019.

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

ATV/UTV Routes were discussed. Village Trustee, Barton discussed information that was included in all board members' packets. Burnett County Clerk, Wanda Hinrichs had also included a resolution that was approved at the Burnett County Board that allows ATV/UTV use on all county roads except for a couple of routes. The resolution and other possible changes/additions necessary will come before the board for consideration on November 13, 2018. If the ordinance is approved, it will be published on November 14, 2018. State of Wisconsin Act 193 details All-Terrain Vehicle Route Signage which provides that, if a local government designates specific highways within its jurisdiction as ATV routes, the local government is required to erect a sign at each point where the ATV route intersects an ATV trail or a highway that is not designated as an ATV route and the village is not required to erect a sign at a point that is not more than one-half mile from a sign marking the same ATV route on the same highway; or erect a sign on each highway under its jurisdiction that crosses its territorial boundary in a position to be viewed by motorists as they enter the village.

Village Trustee, Barton moved, seconded by Village Trustee, Peer to table the discussion of ATV/UTV routes in the Village of Grantsburg and discuss when the Public Safety Committee meets.

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

No through traffic was discussed in the village municipal building, community center, food shelf and library parking lot. The consensus of the board was to make it a safer place with the through traffic that travels in and out of the parking lot.



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Village Trustee, Peer moved, seconded by Village Trustee, Longhenry to temporarily put up a two-way stop at the corner of the south end of the parking lot between the food shelf and the library. The Public Safety Committee will review how this is working at the next meeting.

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

Discussion took place about distribution of Christmas hams to the 11 employees who are full-time and permanent part-time for the Village of Grantsburg. This is done every year Village President, Ebersold noted.

Village Trustee, Barton moved, seconded by Village Trustee, Coy to distribute 11 Christmas hams to the full-time and permanent part-time employees for the Village of Grantsburg.

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

The following bills were presented for approval:

- General Checks (#31791 – 31853) - \$167,268.17
- Payroll Checks (Voucher's: V5985 – V6020) - \$47,408.28
(Check #'s: 16528 – 16529)
- ACH/EFTPS - \$54,910.18

TOTAL: \$269,586.63

Village Trustee, Barton moved, seconded by Village Trustee, Longhenry to approve bills in the amount of \$269,586.63.

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

Village Trustee, Longhenry moved, seconded by Village Trustee, Stone to adjourn the Regular Board Meeting at 8:40 p.m.

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



November 12, 2018

Regular Board Meeting

Submitted by:

Patty Bjorklund – WCMC, CMC, CMTW
Village Clerk, Deputy-Treasurer
October 8, 2018