



February 11, 2019

## Regular Village Board Meeting

The Village of Grantsburg Board of Trustees met on Monday, February 11, 2019 at 6:00 p.m. at the Grantsburg Public Library's Learning Center – 415 S. Robert Street.

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

President Ebersold led everyone in the Pledge of Allegiance.

President Ebersold welcomed guests.

### 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

Absent: Village Trustee, Mike Longhenry

Others: Police Chief, Jeff Schinzing  
Public Works Director (DPW), Chris Bartlett (arrived at 6:35 p.m.)  
Kristina Kelley-Johnson, Library Director  
Jonathan Richie, Burnett County Sentinel  
Becky Strabel, Inter-County Leader  
As well as other members of the public.

### Approval of Minutes

January 14, 2019 Special Board Meeting  
January 14, 2019 Village Board Meeting  
January 17, 2019 Special Board Meeting  
February 4, 2019 Special Board Meeting

***Motion by Trustee Barton, seconded by Trustee Coy to approve the minutes as presented.  
Motion carried.***

### New Communications

The board members' packets included the Burnett County Towns Association January 24, 2019 Agenda and October 25, 2018 Minutes. Also included was information on an insurance claim from a water main break on E. St. George Avenue. Brent Blomberg, who's basement was flooded from the break, expressed his appreciation for all the help he received from Police Chief Schinzing and Director of Public Works Chris Bartlett.



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### Scheduled Members of the Public Discussion/Action

None currently.

### Board and Staff Reports

- 2) **Police Department** a) Police Chief Schinzing thanked the board for hiring a secretary for the police department. They are currently training on the new police reporting software, Crimestar. The January 1 - January 31, 2019 Police Report was included in the Trustee packets for their review. The format of the new report is a work-in-progress. Additional training is needed to make it easier to understand. Chief Schinzing asked the board if a deadline could be imposed for the demolition of 343 W. Wisconsin Avenue. A second fire to this house has caused the house to be a safety hazard as well as an eye sore. Clerk/Treasurer Meyer was instructed to write Doris Harer, owner of the property, a letter imposing a 90-day deadline, to May 15, 2019, to have the house taken down. b) Chief Schinzing informed the board of a computer problem with the Police Department's front desk computer. It was purchased in 2006 and uses Windows 7. The new Crimestar program will not run on it.

***Motion by Trustee Muehlberg, seconded by Trustee Peer to purchase a new computer from Professional Tutor, for the police department, at a maximum price of \$1,770 including labor and monitoring. Motion carried.***

- 3) **Village Administration** a) The Clerk/Treasurer Report showed two operator's licenses issued since the January meeting. The large cash balance on the Cash Report is due to the taxes that are currently being collected.
- 4) **Library** a) Library Director, Kelley-Johnson gave her library report. February is "The Library Loves You Month" with different gifts being offered each week to the community. Director Kelley-Johnson asked that everyone please complete the library survey available on line or in paper form at the Library, to aid them in formulating a long-range plan for the Library.
- 5) **Fire Association** a) No inspection report. Trustee Barton reported that letters are going out to places with continuing fire violations. The Fire Department and the Fire Association are still working on an agreement for having the Fire Chief and Fire Inspector be the same person. The Fire Department has created a three-person board that the Fire Chief will answer to. Typically, the Fire Inspector answers to Fire Chief. Lawyers are helping the Department and Association work through this. Two municipalities still have to pay the 2% fire dues. In 2018 there were 107 calls, 7 to date for 2019 compared to 6 last year at this time. There are currently 18 full-time fire fighters, 1 is out on an injury that happened at his home. The Grantsburg Firemen are not first responders. To do that increases insurance costs, training and startup gear is very expensive.
- 6) **Administration Committee** Nothing to report



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- 7) **Ambulance Committee** a) North Ambulance's 4<sup>th</sup> quarter, 2018 report and the 2018 yearly report were included in the Trustee packets. b) Trustee Stone gave his report from attending the Ambulance Committee meeting on January 16, 2019. North Ambulance does not get any financial assistance from any Federal Agency for runs to the tribal reservation. There seems to be a number of mutual aid calls to Washburn County and to Rusk Township (18 times), who chose not to be part of the North Ambulance service area, so they are not paying for these calls. The committee will be checking on the number of mutual aid calls from Washburn County's ambulance service. Overall, North seems to be doing a good job.
- 8) **Grantsburg Golf Course** a) The December 2018 Profit & Loss Statement and the 2018 yearly Profit & Loss Statement were included in the Trustee packets for their review.
- 9) **Pool** Nothing to report
- 10) **Memory Lake Campground** Nothing to report
- 11) **Airport Committee** a) An airport committee meeting will be set up to meet with Rod Kleiss about his thoughts on being the airport manager.
- 12) **Public Property Committee, Cemetery Association, Public Safety Committee, Infrastructure Committee, Plan Commission, Fair Association** Nothing to report.

### Unfinished Business

Building Inspector/Ordinance Enforcement Officer.

### Continued Discussion/Action

Director of Public Works, Chris Bartlett arrived at the meeting.

**Village Ordinance § 511-15 "Parking during street maintenance, special events or snow removal"**. The reference to parking during snow removal in the Snow/Ice Policy was changed last month from "after or during any snowfall of two inches or more", to "after or during any snowfall." Removing the "two inches or more" reference in Ordinance § 511-15 would bring the ordinance in agreement with the Snow/Ice Policy.

Chief Schinzing said some of the complaints he is getting are that there is no consistency with plowing times which makes complying with this ordinance difficult for the residents. It also makes enforcement of this ordinance difficult for the police. There are businesses in town that are pushing snow into the street after the crew has completed plowing the streets. DPW Bartlett will talk to some of the business owners to work this out.

***Motion by Trustee Coy, seconded by Trustee, Barton to approve removing the reference to "two inches or more" from Ordinance § 511-15. Motion carried.***



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**Ordinance § 1-4 Violations and penalties.** The Ordinance was included for the Board's review. They had asked at a previous Board meeting about the ticket amount for snow parking violations. The Ordinance says first offense violations are not less than \$25 nor more than \$1,000 and second offense violations are not less than \$50 nor more than \$1,000 each.

Trustee Stone commended DPW Bartlett for using the grader and doing a great job on the last snow plowing. Others also commented about receiving positive comments.

**Outdoor Public Skating Rink.** The outdoor public skating rink was tabled at the last Village Board meeting. The Board felt this needed to be checked into more since it would be located on private property and there is no warming house or concessions available. It was decided this would not happen for this season and should be tabled and added to the Old Business section for consideration in the future.

**Birguet Property Parcel #07-010-2-38-19-15-1 02-000-011000.** This 40-acre parcel is in the Town of Grantsburg and is west of Gary Street and north of the Wastewater Treatment Plant and the sewer lagoons. Clerk/Treasurer Meyer informed the board that Kathy Birguet called the office, her mother has passed away and the children will be putting the property up for sale. They are wondering if the Village is interested in purchasing this property since the Village's hiking/snow trail system goes on their property. We do not believe the hiking/snow trail system goes through this property any longer. DPW Bartlett mentioned that he would like to discuss this parcel with the engineers to see if it would be useful to the Village as an area to expand the sewer treatment system/facility in the future. The board would like to meet with Kathy Birguet to discuss the possibility of acquiring this land.

**Burnett Medical Center (BMC) request.** BMC submitted a letter requesting permission to place signs on the streets along the June 1<sup>st</sup> Carlyle Sherstad 5K/10K Run/Walk route.

***Motion by Trustee Barton, seconded by Trustee Peer to allow Burnett Medical Center to place signage on the street route to be used for the Carlyle Sherstad 5K/10K Run/Walk on June 1<sup>st</sup>, 2019. Motion carried.***

**Grantsburg Housing Authority (GHA) board vacancy.** The current GHA board president's term is up and she is not interested in being reappointed. Clerk/Treasurer Meyer will put an ad in the Burnett County Sentinel asking for persons interested in serving on the GHA board.

**Resolution #19-02 IRC Section 125 Flexible Benefits Plan.** Clerk/Treasurer Meyer presented the Flexible Benefits Plan drafted by Core Documents, Inc. This plan will allow Village employees to have insurance premiums withheld from their paychecks pre-tax. Miscellaneous medical expenses and dependent child care are also included as a pre-tax option. This plan is employee funded.

***Motion by Trustee Muehlberg, seconded by Barton to approve Resolution #19-02 IRC Section 125 Flexible Benefits Plan. Motion carried.***



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### Board and Staff Reports (continued)

- 1) **Public Works** a) Public Works Director, Bartlett informed the board there may be a small lateral water leak on E. North Avenue. He will be monitoring the wells for additional pumpage. The crew is working on clearing snow from hydrants and pushing snowbanks back at intersections. We have used more salt/sand so far this year than all of last year.

### Continued Discussion/Action

The following bills were presented for approval:

• General Checks (#31973-#32035)	\$367,437.84
(#31989 void)	
• Payroll Vouchers (V6093 –V6124)	\$33,015.01
(Check # 16541)	
• ACH/EFTPS	<u>\$31,036.29</u>
TOTAL:	\$431,489.14

***Motion by Trustee Barton, seconded by Trustee Peer to approve payment of the bills in the amount of \$431,489.14. Motion carried.***

***Motion by Trustee Stone, seconded by Trustee Muehlberg to adjourn the Regular Board Meeting at 7:10 p.m. Motion carried.***

Submitted by:

Sheila Meyer  
Village Clerk/Treasurer