



July 8, 2019

Village Board Meeting

The Village of Grantsburg Board of Trustees met on Monday, July 8, 2019 at 6:00 p.m. at the Village Office, 316 Brad Street S, Grantsburg, WI 54840.

Present: Village President, Mike Longhenry
Village Trustee, Diane Barton
Village Trustee, Greg Peer
Village Trustee, Caylin Muehlberg
Village Trustee, Julie Roberts
Village Trustee, Russell Stone
Village Trustee, Joe Sturdevant

Others: Director of Public Works (DPW), Chris Bartlett
Allison Longhenry, Deputy Clerk-Treasurer
Kristina Kelley-Johnson-Library Director
Jonathan Richie-Burnett County Sentinel
Brent Blomberg, Jerry Boyd

President Longhenry called the Village Board meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Discussion/Action: Minutes. Motion by Trustee Muehlberg, second by Trustee Barton to approve the minutes of the following meetings, as presented: June 6, 2019 Airport Committee; June 10, 2019 Village Board; June 17, 2019 Plan Commission; June 17, 2019 Special Village Board; June 20, 2019 Special Village Board/Listening Session; June 24, 2019 Administration Committee; June 28, 2019 Special Village Board . Motion carried.

Acknowledgements President Longhenry explained this new agenda item to the Board members. He would like to acknowledge Village residents that have made improvements to their properties, performed a good deed or made a positive impact on the Village. President Longhenry instructed Clerk/Treasurer Meyer to draft a letter of appreciation to the owner of 321 Pine Street South thanking him for the improvements made to his property.

Correspondence Included in the Trustee packets were the following: DPW Report, Police Chief's Report, Clerk/Treasurer Report, Cash Report, Budget to Actual Report, Fire Inspections, Burnett County Administration Newsletter and Insurance Dividend received from League of Wisconsin Municipalities Mutual Insurance.

Board, Staff and Committee Reports.

Public Works: Discussion/Action: a) Sidewalks on Harrison Avenue W. at Park Street N./Costs to extend b) Fence around Rosalie Park on Violet Circle/Cost and styles c) Approval for the crew and the police to use golf cart(s) in the summer for their job duties DPW Bartlett reported Oachs Bros.

will extend the sidewalks on Harrison Avenue W to Park Street N for \$1,000 and pour the slab by the east entrance to the Community Center for \$400 (donated by the Erickson Foundation). These projects will be coordinated with a project they will be doing at the school before school starts. The cost of converting a corner of the yellow shed to a warming house for the skating rink was presented as \$1,700 to \$3,000, depending on options. President Longhenry passed along a resident's concern with traffic if the skating rink were located on the Village property south of the yellow shed. Trustee Peer had a resident suggest locating the skating rink at the James N. McNally Campground and use the bathhouse as a warming area. The Village Board would like to take a tour of the campground area and bathhouse prior to the Board meeting on August 12, 2019 at 5:15 p.m.

Trustee Sturdevant brought up the interview scheduled for the Public Works Assistance since the individual previously hired will not be able to take the job due to her current work schedule. Trustee Sturdevant felt the employment advertisement should be reposted. Clerk/Treasurer Meyer was instructed to place an ad in the paper for two weeks and schedule interviews shortly thereafter.

Motion by Trustee Muehlberg, second by Trustee Stone to allow the Public Works crew to use golf carts for some of their duties as long as the carts are marked "Village of Grantsburg Crew", have a slow-moving vehicle sign and possibly a flashing light. Motion carried.

Motion by Trustee Muehlberg, second by Trustee Peer to have Oachs Bros. extend the sidewalks on Harrison Avenue W. at Park Street N. at a cost of \$1,000 to be paid by the Village. Motion carried.

Several prices and styles were reviewed for fencing options at Rosalie Park on Violet Circle. **Motion by Trustee Stone, Second by Trustee Barton to table this decision until more prices and styles are obtained. Motion carried.**

Library: Director Kelley-Johnson gave the Library Report.

Fire Association: Trustee Barton reported on the Fire Association.

Administration Committee: a) Discussion/Action: Committee recommendation to increase Deputy Clerk/Treasurer Longhenry's wage by \$1.00/hour with another review in 4 months. 2) Loan amount 3) Committee recommendations from July 8, 2019 (held prior to this meeting – Clerk/Treasurer Meyer read the recommendations made by the Administration Committee)

Motion by Trustee Barton, second by Trustee Muehlberg to increase Deputy Clerk/Treasurer Allison Longhenry's wage \$1.00 per hour with another review in four months. Discussion was held regarding the reason for the increase and for another review in four months. Trustee Barton explained the Administration Committee (President Longhenry left the meeting) felt the quality of work and timeliness of completion warranted the \$1.00 per hour increase and the four-month review would look at another possible wage adjustment. **Motion carried.**

Motion by Trustee Peer, second by Trustee Barton to have Clerk/Treasurer Meyer request loan proposals for an amount up to \$846,855 for past and future items and projects to include 2018 items: Sewer portion of Wisconsin Avenue project from Brad Street to Oak Street \$28,723, golf greens mower \$24,222, 1-ton public works truck \$47,743, plow truck box \$11,600, and 2019 items/projects: street sweeper \$30,000, police squad plus equipment \$46,655, campground road repairs \$30,000,

new campground engineering and design \$57,000 and the Village’s portion of the CDBG Downtown Project \$570,912. Motion carried.

Discussion/Action: Dennis McKenzie – Bar Window Update. President Longhenry informed Dennis McKenzie, owner of Denny’s Downtown Lanes, that he has some concerns about the window he installed at the front of his building. Denny didn’t see a problem with it. President Longhenry asked if it is a smoking room, McKenzie confirmed that people are smoking in there. President Longhenry said there is no smoking in bars in Wisconsin and informed McKenzie that he has received several complaints about people walking on the sidewalk being “heckled” by individuals sitting inside at the window drinking and smoking. McKenzie doesn’t see that it’s that big of an issue, he thought as long as the front is opened 50%, it could be a smoking room. Clerk/Treasurer Meyer printed the Wisconsin Smoking Ban law that went into effect in 2010. McKenzie was given a copy and asked that he look at it. The Board will also look at this law and address this at a future meeting. McKenzie said he didn’t do this to break any laws or to cause a problem, he just wanted to prevent individuals from standing on the sidewalk smoking.

Board, Staff and Committee Reports (continued)

Administration Committee (continued): **Motion by Trustee Muehlberg, second by Trustee Barton to allow the Grantsburg Public Library to use the Community Center on Friday mornings from October 4 to November 22, 2019 for a literacy/exercise program for young children ages 3 to 5 at no charge to the Library. Motion carried.** Kelley-Johnson will work with Lara Lerud, Xcel Gymnastics, to lessen the impact on her gymnastics program and the need to take equipment down.

The Administration Committee received a letter of resignation/retirement from Police Chief Jeff Schinzing. **Motion by Trustee Stone, second by Trustee Roberts to accept Police Chief Jeff Schinzing’s letter of resignation/retirement from the Village effective August 2, 2019. Motion carried.**

Motion by Trustee Barton, second by Trustee Peer to offer the Police Chief position to Dan Wald contingent on salary and benefit negotiations to be held at a later date. Motion carried.

The Board agreed with the Administration Committee’s recommendation that no animals should be allowed in the Village Office Building or Community Center unless they are service animals. **Motion by Trustee Stone, second by Trustee Muehlberg to raise the rental rate from \$6.25 per hour to \$7.00 per hour on the Community Center rental agreement with Xcel Gymnastics for the instructional gymnastics program held Monday thru Thursday. All other activities and parties held outside of the gymnastics instruction and/or on Friday through Sunday should be rented at the normal rate. The kitchen is not included in the Monday thru Thursday rental. “No pets allowed” should be added to the Community Center rental agreement. Hourly rentals should use the fab to enter the building and also when exiting the building so actual usage can be tracked and billed. Motion carried.** Clerk/Treasurer Meyer was instructed to send a letter and new contract to Lara Larud with these changes.

The Community Center Rental Agreement rates for Non-profit organizations (short-term and one-time use) should be clarified as: Non-profit organizations charging a fee for services \$125 plus \$150.00 damage deposit, Non-profit organizations not charging a fee for services Free. “No animals allowed unless service animals” should be added to the agreement.

Discussion/Action: Street closure request. A request was received from Burnett County Agricultural Society Fair for street closures during this year’s fair and parade. **Motion by Trustee Muehlberg, second by Trustee Sturdevant to allow Burnett County Agricultural Society Fair to post “No Parking” signs on the east side of State Road 48/87 (Pine Street S) for the entire length of the fairgrounds from August 22 to August 25, 2019 and to close Madison Avenue from Olson Drive to Pine Street for the fair parade on Saturday, August 24, 2019 from 3:30 to 4:30 p.m.** Discussion was held about the parade going south from Madison Avenue on Pine Street to State Highway 70 and whether that route should also be closed. Parked cars on this stretch has not posed a problem in the past. **Motion carried.**

Board, Staff and Committee Reports (continued)

Fire Association: Trustee Barton gave her report. There were 58 incidents to date in 2018 and 59 incidents to date this year, we have 21 fire fighters, the new truck delivery is delayed, yearly service was done on pump truck, Grantsburg & Siren Fire Departments had a joint training session while burning a houses, the pancake breakfast was a big hit and had a good turnout.

Discussion/Action: Watercross Update Nothing was received from Rick Quimby.

Discussion/Action: Judy Janke Resignation as Executive Director at the Grantsburg Housing Authority/Crexway Court. No action is needed, included as informational. Clerk/Treasurer Meyer was asked to send a letter of thanks to Judy for her 24 years of service.

Discussion/Action: AED Defibrillator for the Village Office Building. Deputy Clerk/Treasurer Longhenry has been researching the availability of grants for purchasing AED Defibrillators. More research is needed.

Discussion/Action: Request for License Premise Extension by Southern Crex Spirits. **Motion by Trustee Muehlberg, second by Trustee Stone to approve the beer/liquor license premise extension request received from Southern Crex Spirits dba Hummer’s Rendezvous for July 19 and July 20, 2019 from 4:00 p.m. to 1:30 a.m. each day. Motion carried.**

Discussion/Action: Request for License Premise Extension by American Legion. **Motion by Trustee Barton, second by Trustee Peer to approve the beer/liquor license premise extension request received from the American Legion for July 18 thru July 23, 2019 from open to close each day. Trustee Stone and Trustee Sturdevant abstained. Motion carried.**

Discussion/Action: Letter from Jeanne Marek. A letter was received from Jeanne Marek, owner of 430 State Rd 70 E informing the Village she is selling the property and wanted to let the Village know in case they would be interested in purchasing for expansion of village pool property and nature path. **Motion by Trustee Muehlberg, second by Trustee Stone to decline the offer to purchase 430 State Rd 70 E and to thank her for thinking of the Village. Motion carried.**

Discussion/Action: Outdoor Skating Rink & Warming House/Concession Area Discussed during Staff Reports-Public Works above.

Board, Staff and Committee Reports (continued)

Airport Committee The Airport Committee set a meeting for Thursday, July 18, 2019 at 5:45 p.m. to prepare for the Airport Public Hearing scheduled for Monday, July 22, 2019 as required by the Petition

Process. Scott Hanson appeared in place of Rod Kleiss to give an update on airport items. The courtesy car is ready to be used, the well is working, the Pilots group is looking at doing some cleanup at the terminal building. Kleiss sent an email asking to add “replace lighting” to the petition. Clerk/Treasurer Meyer reported Shawano Airport is willing to accept the Village’s 2015 Entitlement Dollars and will be returning the \$150,000 to the Village in 2021. Jerry Boyd asked several airport questions regarding current usage and costs of the proposed improvements. It was explained that usage numbers are hard to collect, installing a game camera could possibly help. The costs of the proposed improvements can not be obtained from the Bureau until the Petition is submitted. Hanson asked what would happen to the current mower at the airport if a new one is purchased. DPW Bartlett said it would probably be sold.

Discussion/Action: Payment of Bills Motion by Trustee Barton, second by Trustee Roberts to approve payment of the following bills:

General Checks 32274-32348	\$136,859.70
Payroll V6291-V6363	\$ 39,913.70
ACH/EFTPS	<u>\$ 14,469.20</u>
Total	\$191,242.60

Motion carried.

A Property Committee meeting was scheduled for Monday, August 5, 2019 at 4:00 p.m.

Discussion/Action: Adjourn. Motion by Trustee Roberts, second by Trustee Stone to adjourn the meeting at 8:10 p.m. Motion carried.

**Sheila Meyer
Clerk/Treasurer**