



October 14, 2019

Village Board Meeting

The Village of Grantsburg Board of Trustees met on Monday, October 14, 2019 at 5:00 p.m. at the Village Office, 316 Brad Street S, Grantsburg, WI 54840.

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

Others: Police Chief, Dan Wald
Director of Public Works, Chris Bartlett
Allison Longhenry, Deputy Clerk-Treasurer
Kristina Kelly-Johnson-Library Director
Becky Strabel, Inter County Leader
Rod Kleiss, Volunteer Airport Manager
Matt Messina & Levi Eastlick, WisDOT/DTIM/Bureau of Aeronautics
Mike Jehlicka, Bonnie Eastman, Maynard Workman

President Longhenry called the Village Board meeting to order at 5:00 p.m.

The Pledge of Allegiance was recited.

Matt Messina, Airport Development Engineer with WisDOT/DTIM/Bureau of Aeronautics appeared before the Village Board to discuss and answer questions regarding development at the airport. Reconstructing the runway was discussed first. Messina indicated the estimated cost of a new runway would be \$1.5 to \$2 million dollars. President Longhenry asked if the price would be the same if the existing base could be used. Messina indicated that even if the existing base could be used, the total cost would still be \$1.5 to \$2 million dollars. The Village would be responsible for 5% of the total costs and would be billed monthly for their share. Messina mentioned pulverizing and repaving as a less expensive possibility. The estimated cost of this would be \$900,000. Messina indicated other airports that have been reconstructed have needed a new base, so he is assuming we would need a new base. Soil boring would be the first step. Messina verified that the Village's share would not be more than 5% of the total cost of the project unless the Village chose to do something that was not eligible for funding. Lengthening the runway, concrete apron vs asphalt apron, something that would not be used by the public are some examples of things not covered. Sturdevant asked if a soil boring could be done before anything else was agreed to. Messina said the Bureau would need to have preliminary design work done prior to doing soil borings at an estimated cost of \$100,000. State funding at 80/20 could be used for this without using federal funding. Anything paid by the Village in their 20% share would be rolled into the full project costs if the full project were to go forward. If the Village had soil borings done without using State or Federal funds, the estimated cost is \$7,000. If the Village pays the core sample and it's bad, the Bureau

may still pay 80% and just require the Village to keep the airport open. Messina was asked to verify this and get back to the Village. If the full project was designed soon, construction could be started in 2021. Messina was asked about negatives to having just a grass runway. He replied that you never want to shut down a runway and Kleiss indicated that he would not want to land on the grass runway. President Longhenry asked Messina if the asphalt runway was still usable. He indicated that it is. DPW Bartlett asked if it was allowable to pulverize and relay? Messina indicated that it would be allowed but is not the preferred or long-term solution. Trustee Sturdevant asked about the strings attached with accepting Federal and/or State funding for projects. Messina indicated the airport would have to be kept open for the expected life of the project; 20 years for a reconstruction, and approaches would have to be maintained. The \$1.5 to \$2 million dollar estimate does not include \$200,000 for new runway lights or money for reconstructing the entrance driveway that are also in the proposal. Stone asked for an estimate, Messina indicated the Village should budget \$50,000 for their share. This figure was questioned as that is 5% of \$1 million. Clerk/Treasurer Meyer asked Messina to explain to the Village Board how the Bureau's 95% was funded. The Village's entitlement money would be used, along with apportionment and discretionary money. The Village would still receive their yearly entitlement money. Clerk/Treasurer Meyer asked if it is substantially less lifetime if pulverizing were done? Messina indicated that it depends on the base. Kleiss asked if a boring would help the Bureau decide which project should be done. Multiple borings would be done for the \$7,000 estimate. Taxiways and approaches would be done as well. The Board asked Messina if the Village would be responsible for paying the design costs if they were completed and then the Village decides not to go forward with the reconstruction project. Messina reminded the Board that the Petition would need to be submitted before any design work could be started.

Discussion/Action: Approval of Minutes. Motion by Trustee Barton, second by Trustee Stone to approve minutes from the following meeting; September 9, 2019 Village Board, September 17, 2019 Administration Committee, September 19, 2019 Public Safety and September 19, 2019 Airport as presented. Motion carried

Acknowledgements. Letters of thanks and appreciation will be sent to George and Laurie Briggs, Tracy Finch and Ron and Avis Lindblad for improvements done to their properties.

Correspondence. Included in the Trustee's meeting packets were Director of Public Work's Report, Sewer Fund Compliance Maintenance Annual Report (CMAR) with WI DNR Response, Police Chief's Report, Clerk/Treasurer's Report, Cash Report, Quarterly Cash Report, Budget to Actual Report, Fire Inspections, Golf Course August and September 2019 Profit and Loss Reports and YTD Report and the Burnett County Administration Newsletter. Trustee Sturdevant had a question on chemicals and fertilizer used at the Golf Course this vs. last year. Clerk/Treasurer Meyer will discuss this with John Addison, Golf Course Manager, and let the board know.

Board, Staff and Committee Reports.

Public Works. Discussion/Action: Crushed Blacktop-Keep or Sell? DPW Bartlett asked if the Board wanted to use the crushed blacktop from the CDBG Downtown Project or sell it. The cost is \$18,000 which is \$5.00 per ton, half of the cost when delivered to the Village by Burnett County. A-1 Contractors crushed 4,922 tons, used 1,323 for the project, leaving 3,600 tons. 900 tons could be used on W. Crex Avenue, N. Park Street, the airport driveway and parking area south of the yellow shed. Trustee

Sturdevant asked if a containment area around the pile is required? DPW Bartlett will check but does not believe so. **Motion by Trustee Stone, second by Trustee Muehlberg to purchase the excess crushed blacktop from A-1 Contractors for \$18,000 and to sell enough crushed blacktop to cover the \$18,000 cost to the Village and keep the rest. Motion carried.** Trustee Stone asked if the crew would be sweeping streets soon. DPW Bartlett indicated it is being done this week. Snow plowing Madison Avenue/Main Street, with the bump outs, was discussed. DPW Bartlett reported the bump outs were designed without a full curb so they can be driven over.

Administration Committee Recommendations: Discussion/Action: a) Revisions to 2020 Seasonal Campground Agreement. **Motion by Trustee Muehlberg, second by Trustee Peer to add the following provisions to the 2020 Seasonal Campground Agreement: no changing sites and no subleasing sites without prior Village Board approval. Motion carried.** **b) Computer IT Services.** Clerk/Treasurer Meyer answered several questions regarding the need to change Computer IT Service providers and the need to change now and not wait until January 1st. **Motion by Trustee Barton, second by Trustee Muehlberg to contract with Easy IT Guys for IT services effective immediately. Motion carried.**

6:00 p.m. Discussion/Action: Update on Operations at the Grantsburg Housing Authority/Crexway Court. Penny Doskey introduced herself as the new Executive Director of the Grantsburg Housing Authority (GHA)/Crexway Court. GHA is run under HUD regulations. Doskey answered several questions from the Board. A monthly update will be given under Board, Staff and Committee Reports at future Board meetings.

Board, Staff and Committee Reports (continued)

Fire Association. Trustee Barton gave a report from the September 16, 2019 Fire Association meeting. 87 runs to date as compared to 82 runs YTD in 2018. Budget was ok'd by all communities. All their insurance is now with Jensen-Sundquist Agency. Several trainings have either happened or are scheduled. Several firefighters are taking First Responder courses. The new truck has been purchased strictly with donations, so no cost to municipalities. The Fire Chief will be discussing the building owned by Mark Harmon with Village President Longhenry. The building is in disrepair and may be unsafe for occupancy. **Library.** Library Director, Kelley-Johnson gave the Library report. She also reported on banners the GRO Committee has been having designed. The cost of each banner is \$100. Business owners are being approached for donations to assist with the cost of new banners.

Airport Committee Recommendation: Discussion/Action Courtesy Car Access Policy. Trustee Muehlberg explained the policy the committee is recommending for access to the airport courtesy car. Pilots wishing to use the car will call either Volunteer Manager Rod Kleiss or the Village Office to give their name and plane N number before being given a code that can be used to access the key for the courtesy car and for the lock on the hangar where the car is being stored. **Motion by Trustee Muehlberg, second by Trustee Barton to approve the policy for accessing the airport courtesy car as recommended. (Pilots wanting to use the courtesy car will have to call the Airport Manager or the Village Office and give their name and plane N number before being given the code for access to the building lock and car key).** **Motion carried.** Volunteer Manager Kleiss asked if Burnett Dairy could be asked to bring in more Class 5 for the airport driveway. Clerk/Treasurer Meyer was asked to send the Dairy a letter requesting this.

Discussion/Action: Creation of Recreation Committee. President Longhenry asked if Trustee Barton, Trustee Muehlberg and Trustee Roberts would be willing to serve on a Recreation Committee to deal with operations (rules and rates) of the community center, skating rink, parks, campground, trails, pool. All three agreed. **Motion by President Longhenry, second by Trustee Stone to create a Recreation Committee with members Trustee Barton, Trustee Muehlberg and Trustee Roberts being responsible for rules and rates for the community center, skating rink, parks, campground, trails and pool. Trustee Muehlberg is designated as Chairman of the committee. Motion carried.**

6:30 p.m. Discussion/Action: Leo Janke Crexway Court Parking. Janke asked the Village Board to change the parking ordinance on the streets from the current 72 hours to 24 hours. He complained about Crexway Court residents parking on the street instead of parking in the parking lots provided for them. Public Safety Committee will look at the street parking ordinance. Janke also asked for the 5-year plan on the streets in the Village. DPW Bartlett explained that all roads are rated, but usually funding is a factor in which roads get reconstructed. Janke complained about E. Benson from N. Pine Street to Centennial Avenue and the need for reconstruction. The Board indicated they would look at the condition of the road.

6:45 p.m. Discussion/Action: Mike Jehlicka – Addition to Hangar. Mike Jehlicka appeared to ask the Board about a 12' X 14' addition to Hangar #5, which he recently purchased. The area would be used as office space. **Motion by Trustee Muehlberg, second by Trustee Barton to approve Mike Jehlicka's request to build a 12' X 14' addition to Hangar #5. Motion carried.** Jehlicka will need to complete a building/zoning permit application.

Discussion/Action: Resolution #19-05 Vacate Street/Tax ID 29655. **Motion by Trustee Muehlberg, second by Trustee Peer to approve Resolution #19-05 Vacate Street/Tax ID 29655. Motion carried.**

Discussion/Action: Bowhunting in the Village. The Village Board discussed opening Village owned property to bowhunting. The consensus of the Board was no. A note was made to include "no feeding deer" in the next newsletter.

Discussion/Action: Allow Pickle ball in Community Center until November 6, 2019. This was tabled. The Recreation Committee will discuss this at their meeting on Tuesday, October 15, 2019.

Discussion/Action: Set Halloween Trick or Treat Hours in the Village. **Motion by Trustee Barton, second by Trustee Stone to set residential Trick or Treat hours in the Village as 5 p.m. to 8 p.m. on October 31, 2019 as in the past. Motion carried.**

Discussion/Action: Christmas Hams for Village Full-time Employees. **Motion by President Longhenry, second by Trustee Barton to order hams for all full-time and part-time all year Village employees for Christmas. Motion carried.**

Discussion/Action: WI DNR Water Inspection Report. Nothing new to report.

Discussion/Action: A-1 Excavating Pay Request #2. Motion by Trustee Muehlberg, second by Trustee Peer to approve Pay Request #2 from A-1 Excavating for the CDBG Downtown Project in the amount of \$263,749.24. Motion carried.

Discussion/Action: Approval of Bills. Motion by Trustee Muehlberg, second by Trustee Roberts to approve payment of the following bills:

General checks #32478-#32552	\$537,188.05
Payroll #V6522-V6575	\$49,478.57
ACH/EFTPS	<u>\$33,486.71</u>
TOTAL	\$620,153.33

Motion carried.

7:00 p.m. Discussion/Action: Steve Briggs – Food Shelf Remodel and Contract Renewal. Steve Briggs explained improvements the Food Shelf Committee would like to make to the area they currently rent in the Village Office Building. They would like to replace the existing refrigerator and freezer with larger, commercial units, improve the electric wiring and replace the carpet in the food shelf area at no cost to the Village. They would also like to change the length of their rental contract from one year to five years if they are going to make the above improvements. **Motion by Trustee Stone, second by Trustee Peer to allow the Grantsburg Area Food Shelf to make the requested improvements including improving the electric wiring and replacing the carpet, in the area they rent from the Village. Motion carried.** DPW Bartlett asked the food shelf committee to remove the fluorescent bulbs they have been storing in the garage area. **Motion by Trustee Barton, second by Trustee Stone to approve the rental contract between the Village and Grantsburg Area Food Shelf for a period of five years from 2020 to 2024 as requested. Motion carried.**

6:15 p.m. Carol Zeiler Grantsburg Lions Club Holiday in the Park Request. Zeiler did not appear. **Motion by Trustee Barton, second by Trustee Muehlberg to approve Holiday in the Park as requested. Motion carried.**

Discussion/Action: Adjournment. Motion by Trustee Roberts, second by Trustee Stone to adjourn the meeting at 7:30 p.m. Motion carried.

Sheila Meyer
Clerk/Treasurer