



May 11, 2020

Village Board Meeting

The Village of Grantsburg Board of Trustees met remotely on Monday, May 11, 2020 at 6:00 p.m. via zoom.

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

Others: Police Chief Dan Wald, Director of Public Works (DPW) Chris Bartlett, Deputy Clerk/Treasurer Allison Longhenry, Library Director Kristina Kelley-Johnson, Craig Bowman, Rick Roeser of Northwest Regional Planning Commission and other members of the public.

CALL TO ORDER President Longhenry called the Village Board meeting to order at 6:00 p.m. The Pledge of Allegiance was recited by attendee Brent Blomberg.

ORGANIZATIONAL MEETING

Newly elected Village Trustees Gregory Peer, Caylin Muehlberg and Leo Janke were sworn in by Clerk/Treasurer Meyer.

Motion by Trustee Barton, second by Trustee Stone to elect Trustee Greg Peer as President Pro Tern to preside over Village Board meetings in the absence of the Village President. Motion carried.

Motion by President Longhenry, second by Trustee Peer to appoint the Village President, all Village Trustees and the Clerk/Treasurer to Board of Review as members. Motion carried.

Motion by Trustee Barton, second by Trustee Stone to accept the committee appointments and village representatives as presented by President Longhenry (see attached list). Motion carried.

REGULAR VILLAGE BOARD MEETING

APPEARANCES Rick Quimby, Watercross Director, informed the Board that the 2020 Watercross Event has not been cancelled. The Watercross committee has decided to wait to make a final decision until the first part of July. Quimby discussed the possibility of cancelling the fireworks portion and the Friday and Saturday night bands. President Longhenry asked Quimby to keep the Board informed.

Curt Lee submitted a request to add a 60-foot wide driveway off S. Robert Street at the south west corner of his building at 500 S. Robert Street. He would install three (3) 12-foot wide garage doors to be used by his semi-trucks. This request was referred to Infrastructure Committee.

6:30 pm Public Hearing-Conditional Use Permit Request from New Hope Lutheran Church/Mark Harmon 685 W. State Road 70. President Longhenry called the Public Hearing to order. Clerk/Treasurer Meyer read the hearing notice. President Longhenry asked if anyone wished to speak in favor of this request. Brian Kaslow, President of the New Hope Church counsel said the congregation has been informed not to use the neighboring parking lot (The Den). Kaslow asked if any of the members had questions on the supplied documents provided by the church as requested

at the last Plan Commission meeting. No questions were asked. President Longhenry asked for anyone wishing to speak in opposition to the request. No one spoke. The Public Hearing was closed at 6:35 pm.

Motion by Trustee Muehlberg, second by Trustee Janke to approve the Conditional Use Permit requested from New Hope Lutheran Church/Mark Harmon, 685 W. State Road 70 (Parcel ID: 07-131-2-38-19-22-1-02-000-014000) to continue operating as a church in the B-2 Highway Commercial District contingent on New Hope Lutheran Church purchasing the property. Motion carried.

BOARD, STAFF & COMMITTEE REPORTS

Administration. 2) Judith and John Peterson's request to purchase village owned parcel next to theirs at 464 E. North Avenue. Judi Peterson, 464 E. North Avenue, asked to appear regarding the Administration Committee's recommendation to sell a portion of the parcel east of them, owned by the Village, for \$1,000. The Peterson's driveway currently runs through the Village-owned parcel. Peterson asked if Village knew how much it will cost to separate the west 66-foot strip they are interested in, off parcel 07-131-2-38-19-14-1 04-000-016000. C/T Meyer was asked to obtain estimates for the June meeting.

MINUTES. Motion by Trustee Muehlberg, second by Trustee Barton to approve the April 13, 2020 minutes as presented. Motion carried.

President Longhenry went through the list of correspondence.

BOARD, STAFF & COMMITTEE REPORTS (continued)

Police. Police Chief Wald explained the invoice received from Dave Volkmann, owner of the Grantsburg Inn Motel for \$850.61, was from a call received from a suicidal individual. The police breached the door and Volkmann has requested payment for replacing the door. Chief Wald indicated after some negotiation, the total invoice amount will be split equally among the Burnett County Sheriff's Department, the Grantsburg Police Department and Dave Volkmann, property owner, with each being responsible for \$283.50. **Motion by President Longhenry, second by Trustee Janke to approve payment of \$283.50 to Dave Volkmann for replacement of a door breached by the police responding to a call at the Grantsburg Inn Motel. Motion carried.**

Public Works. 1) E. Benson Avenue resurface. Two bids were received for the resurfacing of E. Benson Avenue: Monarch Paving \$39,928.18 and Premier Outdoor Services \$49,950 for adjusting manholes and hot mix pavement. Burnett County Highway Department will pulverize for \$1,000 and the Village crew will do base and shoulder work. **Motion by Trustee Peer, second by President Longhenry to accept the bid received from Monarch Paving in the amount of \$39,928.18 for adjusting manholes and paving E. Benson Avenue from N. Pine Street to N. Centennial Street. Motion carried. 2) Harrison From Park to Centennial.** DPW Bartlett presented options for repairs, chip sealing and/or seal coating Harrison Avenue from N. Park Street to N. Centennial Street. This matter was referred to the Infrastructure Committee. President Longhenry also asked the Infrastructure Committee to investigate establishing truck routes for semi-trucks to use for access

from State Road 70 to the businesses/industries on the north side of the Village. The damage on W. Harrison Avenue from N. Park Street to N. Oak Street is due partly to truck traffic.

7:00 pm Public Hearing-Conditional Use Permit Request from Derry Peterson/Jerry Fiedler 204 E. Madison Avenue. President Longhenry called the public hearing to order. C/T Meyer read the hearing notice. President Longhenry asked for anyone wishing to speak in favor of this request. No one spoke. President Longhenry asked for anyone wishing to speak against this request. No one spoke. The Public hearing was closed at 7:00 pm. **Motion by Trustee Stone, second by Trustee Janke to grant the Condition Use Permit requested from Derry Peterson/Jerry Fiedler to operate a hot rod restoration shop at 204 E. Madison Avenue (Parcel ID: 07-131-2-38-19-14-5 15 031-044100), which is zoned B-1 General Commercial District, once Peterson purchases the property. Motion carried.**

BOARD, STAFF & COMMITTEE REPORTS (continued)

Public Works (continued). 3) Campground Road. DPW Bartlett went through the prices received and recommends Premier Outdoor Services at a cost of \$3,500 for crack filling and \$9,600 for removal and replacement of several campground road sections. **Motion by Trustee Muehlberg, second by Trustee Barton to approve Premier Outdoor Services at \$13,200 to crack fill and repair sections of the campground road. Motion carried.** Two camping pads will also be replaced with concrete as budgeted.

APPEARANCES: Rick Roeser, Northwest Regional Planning Commission (NWRPC), addressed the Board regarding preliminary engineering for the new Industrial Park being proposed on 27 acres north of the existing Park. U.S. Department of Commerce, Economic Development Administration (US EDA) grants are available with a 70%/30% split or better, so the Village's estimated portion of a \$2.3 million project could be \$690,000. The project may cost less, and the percentage paid could be higher, which would also reduce the Village's portion. Trustees Muehlberg and Barton were uncomfortable moving forward with this high dollar amount. President Longhenry expressed his concern that the existing Industrial Park is full and there are no available lots if or when a business or industry expresses interest in coming to the Village. **Motion by President Longhenry, second by Trustee Janke to move forward with allowing Rick Roeser, NWRPC, to submit a grant application on behalf of the Village to U.S. Department of Commerce, Economic Development Administration for the development of a new Industrial Park. Motion carried. Trustee Muehlberg opposed.**

BOARD, STAFF & COMMITTEE REPORTS (continued)

Library. Library Director, Kristina Kelley-Johnson presented the library report. The library staff continues to work through the COVID-19 pandemic but the library is not open to the public.

CLOSED SESSION. Convene into closed session to review duties and responsibilities of airport manager pursuant to Wis. Stats. 19.85 (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility." **Motion by Trustee Barton, second by Trustee Janke to enter closed session. Motion carried.**

OPEN SESSION. Reconvene into open session pursuant to Wis. Stats. 19.85 (2) and will make any decisions, if needed, from closed session. **Motion by Trustee Stone, second by Trustee Janke to reconvene into open session.**

President Longhenry explained to Volunteer Airport Manager Rod Kleiss that the Board feels he overstepped his authority as airport manager when he signed and submitted a document on behalf of the Village. **Motion by President Longhenry, second by Trustee Peer to remove Rod Kleiss from the position of Volunteer Airport Manager. Motion carried. Trustee Muehlberg opposed.**

President Longhenry asked Kleiss to meet with the Airport Committee.

BOARD, STAFF & COMMITTEE REPORTS (continued)

Fire Association. Trustee Sturdevant reported 34 incidents to date. The Fire Department and the Police Department are doing birthday parades. The Fire Hall is closed unless called to an incident.

President Longhenry asked C/T Meyer to send a letter of gratitude to the Fire Department, Grantsburg Police Department and Burnett County Sheriff's Department for their part in the birthday parades.

Clerk/Treasurer. 1) Amount to pay We Are Grantsburg Discussion was held about what amount to pay We Are Grantsburg for live streaming the March Board meeting. **Motion by President Longhenry, second by Trustee Barton to pay We Are Grantsburg \$80 for live streaming the March Board meeting and to set a policy going forward of paying \$40 per hour, minimum of 2 hours paid. Motion carried.** **2) Virtual Training-Allison** C/T Meyer presented information regarding the Clerk and Treasurer Institute normally held in Green Bay, WI for one week in July each year, being offered virtually this year. Plans were to send Deputy Clerk/Treasurer Longhenry to this training starting in 2021. The Clerk and/or Treasurer certification classes take four years to complete. The Village would save the cost of travel and motel. **Motion by Trustee Barton, second by Trustee Muehlberg to register Deputy Clerk/Treasurer Longhenry for the Clerk Institute at a cost of \$489. Motion carried.** **3) WI League of Municipalities New Officials Workshop.** Information was also presented about the new official's workshop being offered virtually by the League of WI Municipalities to familiarize new Trustee with municipal policies and operations. Any or all Trustees interested could watch the workshop. **Motion by President Longhenry, second by Trustee Muehlberg to have C/T Meyer sign up for the new official's workshop at a cost of \$70. Motion carried.**

Public Works (continued). 4) Crushed blacktop and concrete. DPW Bartlett asked about the details of selling the crushed blacktop and concrete from the CDBG Downtown Project. This matter was referred to the Infrastructure Committee.

Administration (continued). C/T Meyer reported on complaints received on feral cats. This was tabled for now as Trustee Barton investigates grants for this.

NEW BUSINESS

COVID-19 State of WI orders will continue to be followed. Liquor/Beer license fees was tabled to June.

Riverside Cemetery. A request for the budgeted \$5,000 donation from the Village for assistance with mowing was requested. **Motion by Trustee Muehlberg, second by Trustee Sturdevant to pay Riverside Cemetery \$5,000 which was budgeted to assist the cemetery association with mowing costs. Motion carried.**

Resolution #20-5 Motion by Trustee Peer, second by Trustee Janke to approve Resolution #20-5 Authorizing Village President to File Applications for Financial Assistance from State of WI Environmental Improvement Fund for water and sewer improvement projects. Motion carried.

Bills. Motion by Trustee Barton, second by Trustee Janke to approve payment of the following bills:

General checks #32861-32914	\$121,690.77
Payroll #V6768-V6806	\$34,009.49
ACH/EFTP	<u>\$27,062.79</u>
TOTAL	\$182,763.05

Motion carried.

Adjournment. Motion by Trustee Janke, second by Trustee Barton to adjourn the meeting at 9:30 p.m. Motion carried.

Sheila Meyer
Clerk/Treasurer