



Village of Grantsburg

Village Board of Trustees Meeting

Monday, September 13, 2021

The Board of Trustees for the Village of Grantsburg met on Monday, September 13, 2021 at 6:00 p.m. in the Library Learning Center at 415 S. Robert Street, Grantsburg, Wisconsin.

Present: President Terrance Kucera, Trustee Diane Barton, Trustee Greg Peer, Trustee Leo Janke, Trustee Kayla Woody, Trustee Hank Java.

Absent: Trustee Caylin Muehlberg

Others: Director of Public Works Jerry Konobeck, Deputy Clerk/Treasurer Allison Longhenry, Julie Fiedler-Pool Manager, Interim Library Director Michelle Campeau, Library Board members Mandi Amundson and Ben Seume, Greg Marsten-Burnett County Sentinel, Cindy Mickelson-Inter-County Leader, Brandon Willger, CPA-Two Rivers Accounting, LLC, Nicki Peterson, Ann Luedtke, Nell Polzine, Corinne Scheele, David Corty, Van Murray, Roger Corty, Mark & Marivel Harmon, Brent Blomberg, Lisa Slater.

Call to Order President Kucera called the Village Board meeting to order at 6:00 p.m. The pledge of allegiance was recited.

Public Comments Julie Fiedler, Pool Manager, gave an end of the season pool report. Fiedler reported 45 family and 41 single memberships were sold, 120 kids took swimming lessons during regular summer school and 131 during super summer school. Some of the events held were movie night, glow night, family fun night, etc. The last day open was August 27, 2021. Fiedler also listed possible some new ideas/events for next season. The board thanked Fiedler for a great job!

Correspondence Included in the Board packets for their review: Burnett County Administration newsletter; Golf Course management letter of praise; Golf financials.

MINUTES Motion by Trustee Barton, second by President Kucera to approve the minutes, as presented, for the August 9, 2021 Village Board meeting and the August 31, 2021 Recreation Committee meeting. Motion passed unanimously. Motion by Trustee Java, second by Trustee Janke to approve the minutes, as presented, for the August 16, 2021 Public Works Committee meeting. Motion passed unanimously. Motion by Trustee Java, second by Trustee Janke to approve the minutes, as presented, for the September 2, 2021 Airport Committee meeting. Motion passed unanimously. Motion by Trustee Peer, second by President Kucera to approve the minutes, as presented, from the September 8, 2021 Administration Committee meeting. Motion passed unanimously. Motion by President Kucera, second by Trustee Java to approve the minutes, as presented, for the September 8, 2021 Public Works Committee meeting. Motion passed unanimously.

6:15 p.m. October 16th event. Nicki Peterson, Ann Luedtke and Nell Polzine, representing the GRO (Grantsburg Revitalization Operation), requested the Board's permission to host

Grantoberfest on October 16th, 2021, to move the event from the Burnett County Agricultural Fairgrounds to the downtown area and to close Madison Avenue from Olson Drive to Robert Street for the event. **Motion by Trustee Barton, second by Trustee Java to approve Grantoberfest, as presented, with the closure of Madison Avenue from Olson Drive to Robert Street on October 16, 2021 for the event. Motion passed unanimously.**

BOARD, STAFF and COMMITTEE REPORTS

Public Works 1) DPW Konobeck updated the Board on the several items including campground inspection, salt shed, lagoons, diffuser system, pool, tree at Burnett & Olson, WI Rural Water Conference attended by himself and crew member Tyberg, Sewer treatment plant inspection and Water Manganese Project update. 2) S E H WWTP Facility Plan and staff training proposal. **Motion by President Kucera, second by Trustee Peer to approve the proposal received from S E H for \$17,990 to provide professional engineering services for the preparation of a WWTP Facility Plan and \$1,515 for operator training at the WWTP. Motion passed unanimously.** 3) Water Manganese Project update. An email was included from Gary Strand, P.E., engineer on the project, indicating the filters have been installed, piping has been ordered and wiring is being done. No estimated completion date at this point.

Police Chief the Police Department monthly report for August 2021 was included in the Board's packet.

Clerk/Treasurer 1) C/T Meyer reported on her attendance at the Clerk Conference sponsored by the WI Municipal Clerk's Association. 2) A list of license and permits issued since the last meeting was included in the Board's packet. 3) The cash report was presented showing a checking account balance of \$39,847.67 after all vouchers are paid. 4) Budget to actual reports were included for all funds. 5) C/T Meyer asked the Trustees about changing the Accessory Structures Ordinance to allow structures in residential side yards. The Board agreed with this change. C/T Meyer will start the process and will also include any other zoning changes required.

Library 1) A letter of resignation was included from Library Director Sara Christopherson. 2) Interim Director Michelle Campeau gave the library reports. 3) Campeau requested use of the Community Center. **Motion by Trustee Woody, second by Trustee Barton to approve the request from the Grantsburg Public Library to use the Community Center on Friday mornings from October 1 through November 19, 2021 from 10:00 a.m. to 12:00 noon and January through March 2022 (dates to be determined) for the Library's WeePlay program. Motion passed unanimously.**

Fire Association Trustee Barton gave the Fire Association report including monthly inspections, the 2022 draft budget and the 2022 municipal assessment showing the Village of Grantsburg's portion at \$58,068 as compared to \$57,231 for 2021.

6:30 p.m. Brandon Willger, CPA with Two Rivers Accounting, LLC. Willger presented the 2020 draft audit report explaining there are numerous formatting changes and requirement updates in the 2020 report. Willger went through several sections of the report and answered

several questions from Trustees.

7:00 p.m. Matt Messina, Airport Development Engineer, WI DOT/DTIM/BOA – via zoom

Messina was asked to explain the Airport runway project being classified as a rehabilitation rather than a reconstruct with an expected life of 10 to 15 years vs. 20 to 30 years. The “Petition for Airport Project Petitioning the Secretary of Transportation for Airport Improvement Aid”, submitted by the Village in March of 2020, describes the project as “reconstruct runway 12/30, taxiways and apron; reconstruct/rehabilitate entrance road; install/replace runway lighting, including medium intensity runway lights, runway end identifier lights and precision approach path indicators; purchase mowing equipment; land reimbursement; sealcoat and crack seal airport pavements, and any necessary related work.” The November 3, 2020 Village referendum also referred to the project as reconstruction of runway 12/30. Messina explained the Federal Bureau of Aeronautics requires a Master Plan and Airport Layout Plan (ALP) update be completed before their aid can be used for a runway reconstruction. Messina estimated a Master Plan and ALP update may cost \$200,000. Messina felt if the rehabilitation were done, it would probably be 15 years before a reconstruction would be required. The Trustees’ comments included the need to have additional meetings with Messina, the prior understanding an updated ALP was not required for the runway reconstruct, not hearing about a Master Plan in the past and additional discussions needed by the Airport Committee and Village Board regarding the airport. **Motion by Trustee Janke, second by Trustee Woody to table any decision on proceeding with the Airport runway project until the Airport Committee can meet and discuss. Motion passed unanimously.**

Committee Recommendations

Plan Commission Recommendation Motion by President Kucera, second by Trustee Barton to follow the Plan Commission’s recommendation and approve the Condition Use Permit application submitted by Mark Harmon, owner, and Marivel Harmon, applicant, for a restaurant with banquet room on a portion of parcel #07-131-2-38-19-23-2 01-000-015001 located on State Road 70. Motion passed unanimously.

Recreation Committee Motion by Trustee Barton, second by Trustee Woody to follow the Recreation Committee’s recommendations to add “Charge an additional \$150 per day for multi-day events, held on consecutive days, starting on the second day of the event” to the Community Center Rental Agreement, to purchase a used hot dog roller for the Swimming Pool at a cost of \$500 and to set the 2022 salary for the Pool Manager at \$15.35 per hour for 300 hours = \$4,605. Motion passed unanimously.

Administration Committee Motion by President Kucera, second by Trustee Peer to follow the Administration Committee’s recommendation and approve one job description for all Public Works crew members to include all duties required of the crew including water and sewer operations, street maintenance, snow plowing, storm water maintenance, etc. Motion passed 5-1 with President Kucera, Trustees Peer, Barton, Woody and Java voting yay and Trustee Janke voting nay.

Public Works Committee Trustee Barton questioned the Public Works Committee recommendation to purchase a used plow truck, trading in the 2002 International plow truck. Trustee Barton felt the Village has spent a lot of money on trucks and questioned whether purchasing another used plow truck would end up needing repairs/upgrades. President Kucera explained he had the same concerns until DPW Konobeck showed the Public Works Committee the current plow truck and dump trucks. The 2002 International plow truck doesn't apply the needed down pressure to clear the streets and has a manual transmission. The two (2) dump trucks have not been used in the six (6) months DPW Konobeck has been here. The "new" used plow truck being considered is owned by the City of Brooklyn Center, MN and will be gone over by Boyer Trucks prior to the Village purchasing. **Motion by Trustee Janke, second by Trustee Woody to approve the following recommendations made by the Public Works Committee; 1) have Northwestern WI Electric Company install underground electric service to Well #3 located on W. Harrison and N. Park Street at a cost of \$1,306.22, 2) purchase the following items with America Rescue Plan Act (ARPA) funds: vLoc3-Pro Utility Locator \$4,959, Smartshore Trench Shield with case \$10,709, two Wastewater samplers \$13,128 for a total of \$28,796, and 3) trading in the 2002 International 2554 for \$11,000 and purchasing one used plow truck with blades and sander attachment for approximately \$40,000 to \$50,000 once it becomes available at Boyer Trucks and after DPW Konobeck has inspected the truck. Motion passed unanimously.** On the advice of DPW Konobeck, the Village Board chose not to approve the quote from Monarch Paving for \$8,709 to remove existing, deteriorating blacktop drive and pave a 16' X 55' driveway off N. Park Street to Well #3 at 507 N. Park Street.

Southern Crex Spirits. **Motion by Trustee Janke, second by Trustee Woody to approve the request received from Southern Crex Spirits dba Hummer's Rendezvous for an outdoor bar setup on September 18 to September 19, 2021 1:30 p.m. Saturday to 12:00 a.m. Sunday morning. Motion passed unanimously.**

Class "B" Beer & "Class B" Liquor license. President Kucera asked to hear from each applicant; Fired Up Bistro and Corinne & Dave's Pub. Mark & Marivel Harmon, Fired Up Bistro explained their application was for the current location of Fired Up Bistro at 675 State Road 70. If issued, the license would be transferred to their new location once built. Corinne Scheele, Dave Corty and their realtor Van Murray explained their property is for sale and they have had 2 or 3 people looking at it as long as the liquor license goes with the property sale. The Trustees discussed both situations.

Motion by Trustee Peer, second by Trustee Woody to table the requests received from Fired Up Bistro, 675 State Road 70 and Corinne & Dave's Pub, 709 State Road 70 at this time and abide by the motion passed July 12, 2021 to award the Class "B" beer and "Class B" liquor license to Mark and/or Marivel Harmon for a new restaurant proposed on State Road 70, provided a building permit is requested and he has broken ground for the building before winter. Motion 5-1 with President Kucera, Trustees Peer, Janke, Woody and Java voting yay and Trustee Barton voting nay.

Appointment of Successor Agent. Motion by Trustee Janke, second by Trustee Java to approve the appointment of Michael Edaburn, Jr. as agent for SP Stores, LLC dba Dino Mart #4 to replace previous agent Davinder Singh. Motion passed unanimously.

Resolution 2021-16. Motion by Trustee Peer, second by Trustee Janke to approve Resolution 2021-16 Final Certified Plat Approval for North Gate Phase 1. Motion passed unanimously.

Springlake Contractors. Motion by Trustee Janke, second by President Kucera to approve pay request #4 for Springlake Contractors for Well #3 Water Manganese Removal project in the amount of \$49,400. Motion passed unanimously.

Bills Motion by Trustee Janke, second by Trustee Woody to approve payment of the bills as presented:

Checks #33837-33914	\$330,106.83
Payroll vouchers #V7470-V7570	\$59,484.25
ACH/EFTPS payments	\$36,062.08
Total	<u>\$425,653.16</u>

Motion passed unanimously.

Closed session Motion by President Kucera, second by Trustee Janke to convene into closed session to discuss the vacant crew position 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 passed unanimously.

Open Session Motion by Trustee Janke, second by President Kucera to reconvene into open session pursuant to Wis. State. 19.85 (2). Motion passed unanimously.

Motion from closed session. Motion by Trustee Java, second by Trustee Barton to follow DPW Konobeck’ s recommendation and hire Jeff Harmon to fill the vacant crew position. Motion passed 5 -1 with President Kucera, Trustees Peer, Barton, Janke, Java voting yay and Trustee Woody voting nay.

Adjournment President Kucera adjourned the Village Board meeting at 8:40 p.m.

Sheila Meyer
Clerk/Treasurer