



Village of Grantsburg

Village Board of Trustees Meeting

Monday, October 10, 2022

The Board of Trustees for the Village of Grantsburg met on Monday, October 10, 2022 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, Trustee Maurice DJ Henderson

Others: Police Chief Mitchell Olson & K9 Tracker, Director of Public Works John Erickson, Deputy Clerk/Treasurer Allison Longhenry, Library Director Lynett Yoerg, Greg Marsten-Burnett County Sentinel, Cliff & Darla Harper, Todd Satter, Brent Blomberg, Ted Gerber, Rod Kleiss, Nicki Peterson, Dave Rasmussen-MSA Professional

Call to Order President Kucera called the Village Board meeting to order at 6:00 p.m. Clerk/Treasurer Meyer conducted roll call. The pledge of allegiance was recited.

Public Comments No one appeared

Correspondence Included in the Board packets for their review: Burnett County Administration newsletter, MPIC newsletter (Village property insurance carrier), Grantsburg Golf Course financials for August and Year-to-Date, Insurance dividend. There were no questions on correspondence. The board extended a “thank you for a great job” to Jordan Knutson, Grantsburg Golf Course.

Minutes President Kucera asked if there were any changes, corrections or additions to the minutes presented from the following 2022 meeting: September 12th Village Board; September 14th Public Works Committee; September 14th Airport Committee; September 15th Public Property Committee; September 15th Recreation Committee; September 15th Public Safety Committee; September 29th Administration Committee; October 5th Recreation Committee. No changes, corrections or additions were proposed. **Minutes were accepted as presented.**

BOARD, STAFF and COMMITTEE REPORTS

Public Works DPW Erickson gave his report updating the Trustees on public works’ activities since the last Board meeting. DPW Erickson reported the Well 3 rehab and acid wash of the filters is completed. The sodium permanganate system is scheduled for installation the week of October 17th.

Police Dept Police Chief Olson presented the September police report showing 78 calls for service. No questions.

Clerk/Treasurer C/T Meyer provided a list of license and permits issued since the last meeting and the cash report showing a checking account balance of \$21,984.05 after all vouchers are

paid and a Treasury account balance of \$399,732.82.

Library 1) Lynett Yoerg, Library Director went thru the monthly Library report showing September 2022 activity and programs and upcoming October programs. Yoerg reported the Grantsburg Area Historical Society is preparing a program on the history of the library in preparation for the 75th Anniversary of the Library's opening on 11/22/1947.

6:15 p.m. Public Hearing A Conditional Use Permit (CUP) application was received from Dixon Ventures dba Country Store, 200 W. Benson Avenue, for installation of a miniature golf course on their property. President Kucera called the Public Hearing to order at 6:15 p.m. Clerk/Treasurer Meyer read the Public Hearing Notice. President Kucera reported the Plan Commission had met prior to the Village Board meeting and recommended the Village grant the conditional use permit as requested. President Kucera asked for anyone wishing to speak in favor of the CUP application. Cliff & Darla Harper, Dixon Ventures, appeared as owners of the Country Store and the property at 200 W. Benson Avenue. Darla Harper explained their plan to approach area businesses and request they sponsor and design a hole which would then have their business name displayed. Harper commented the course would promote the Village and businesses as well as give kids something to enjoy. President Kucera asked for anyone wishing to speak in opposition to the CUP application. No one appeared. President Kucera closed the Public Hearing. **Motion by Trustee Woody, second by Trustee Janke to approve the Conditional Use Permit requested by Cliff & Darla Harper, Dixon Ventures dba Country Store for the installation of a miniature golf course on their property at 200 W. Benson Avenue (07-131-2-38-19-11-3 04-000-025100). Motion passed unanimously.**

BOARD, STAFF and COMMITTEE REPORTS (continued)

Fire Association Trustee Barton presented minutes from the September 19th, 2022 Grantsburg Fire Association meeting. Trustee Barton reported the Fire Departments' scuba gear is outdated and they are having difficulty getting updated pieces. It would cost \$160,000 to replace all of the scuba gear.

Plan Commission 1) Conditional Use Permit request – see Public Hearing minutes above. 2) Certified Survey Map (CSM) – Ted Gerber, Blueberry Rental, LLC presented a CSM prepared by Wagner Surveying Associates, Inc., which splits the existing two duplexes located at 216 and 218 N. Oak Street and at 222 and 224 N. Oak Street into four individual units. 216 N. Oak becomes Lot 4, 218 N. Oak is Lot 3, 222 N. Oak is Lot 2 and 224 N. Oak is Lot 1. Plan Commission recommends the Village Board approve the CSM as presented. **Motion by Trustee Java, second by Trustee Woody to approve the Certified Survey Map presented by Blueberry Rentals, LLC splitting 216 and 218 N. Oak Street (07-131-2-38-19-14-5 15-546-015100) and 222 and 224 N. Oak Street (07-131-2-38-19-14-5 15-546-016001) into four individual units and lots. Motion passed unanimously.**

3) Water Utility – land purchase. **Motion by Trustee Janke, second by Trustee Java to approve the Water Utility purchasing two parcels located on W. Burnett Avenue (07-131-**

2-38-19-14-5 15-810-038000 and 15-810-037000) just west of Village Well #2 located at 121 W. Burnett Avenue for a purchase price of \$7,000. Motion passed unanimously.

Zero lot line application C/T Meyer presented a draft Zero-Lot Line application with Attorney Helquist's' changes. This application will be used for existing duplexes that wish to split into two separate units. **Motion by Trustee Java, second by Trustee Woody to approve the Zero-Lot Line application as presented, with Attorney Helquist's' changes, for use when splitting existing duplexes into separate units. Motion passed unanimously.** Ted Gerber, for Blueberry Rentals, LLC, submitted a zero-lot line application, with required supporting documentation for the duplexes at 216/218 N. Oak Street and 222/224 N. Oak Street. These duplexes were approved to be split into separate units – see motion above. The agreement will be filed as a deed restriction with the deeds for each property at the Burnett County Register of Deeds office. **Motion by Trustee Woody, second by Trustee Janke to approve the Zero-Lot Line agreement as submitted by Blueberry Rentals, LLC for 216 and 218 N. Oak Street and a second agreement for 222 and 224 N. Oak Street. Motion passed unanimously.**

6:30 p.m. Appearance Nicki Peterson appeared to request the 2023 Grantoberfest be held on September 30, 2023 with the same street closures as in 2022. **Motion by Trustee Barton, second by Trustee Java to approve 2023 Grantoberfest be held on September 30, 2023 with the following street closures as needed: Madison Avenue from S. Robert Street to W. Olson Drive and S. Brad Street from Madison to N. Pine Street. Motion passed unanimously.** Peterson also gave a recap on the 2022 Watercross event and requested street closures for the 2023 event. **Motion by trustee Java, second by Trustee Henderson to approve the following for the 2023 Watercross Event as in past years:**

- Closure of the following streets from 8:00 a.m. on Thursday, July 13, 2023 until Sunday, July 16, 2023 at 10:00 p.m. (Olson Drive from Russell Street to Oak Street – Madison Avenue from Oak Street to Olson Drive – Burnett Avenue from Oak Street to Olson Drive – North Park Street from Jackson Avenue to Memory Lake).
- ATV Route from the gate on N. Park Street, north on Park Street, west on Jackson Avenue and south on Oak Street to the entrance driveway to the island.
- No parking on both sides of N. Oak Street from Olson Drive to Jackson Avenue.
- ATV use by Committee members for event set-up and clean up.
- The Watercross Committee will provide proof of insurance to the Village of Grantsburg and will name the Village as an “additional insured.”
- Watercross will provide a copy of the fireworks permit application to the Village to secure a permit for fireworks.
- To restrict outside food vendors/bar venues/merchandise (except outside bars approved in licensed patios) including food in approved outside patio/bar areas except in Watercross venue area.
- Variance for noise ordinance for all 3 days of the event.

- James N. McNally campground use from 8:00 a.m. on Tuesday, July 11, 2023 until 8:00 a.m. on Tuesday, July 18, 2023.
- Use of Memory Lake for the event

Motion passed unanimously.

Holiday in the Park A request was received from Carol Zeiler, Grantsburg Lion’s Club and Kelly Gerber, GRO to have the 20th Annual Holiday in the Park at the James N. McNally campground from November 1st to January 10th, 2023. **Motion by Trustee Woody, second by Trustee Janke to approve Holiday in the Park as requested by the Grantsburg Lion’s Club and GRO with set up starting November 1, 2022 and takedown by January 10, 2023. Motion passed unanimously.**

Well #3 Change Order No. 1 Gary Strand, Engineer with Cooper Engineering submitted Change Order #1 on the Well #3 Manganese Project. **Motion by Trustee Java, second by President Kucera to approve Change Order #1 to the contract with Springlake Contracting, Inc. adding \$21,340 for equipment and piping for feeding sodium permanganate, adding \$2,666.40 for filter drain pipe modification and post filter chemical feed tap and subtracting \$8,000 for alternative 2 of the contract which allowed removal of the existing building for a net contract increase of \$16,006.40. Motion passed unanimously**

Bowmar Appraisal, Inc. Bowmar Appraisal, Inc. submitted a three-year contract for 2023, 2024 and 2025 with 2025 being an exterior revaluation since the Village’s assessment ratio is currently out of compliance per State Statute. **Motion by Trustee Woody, second by Trustee Peer to approve the 2023–2025 contract with Bowmar Appraisal, Inc. at a cost of \$15,700 each year and a revaluation in year 2025. Motion passed unanimously.**

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

Checks #34684-34737	\$159,284.04
Payroll vouchers #V8120-V8158	\$41,129.54
ACH/EFTPS payments	<u>\$89,411.66</u>
TOTAL	\$289,825.24

Motion passed unanimously.

THE VILLAGE BOARD WILL CONVENE INTO CLOSED SESSION to conduct the six-month performance evaluation of the Director of Public Works pursuant to Wis. Stats. 19.85 (1) (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 Java, second by Trustee Henderson to convene in to closed session at 6:55 p.m. Motion passed unanimously.

THE VILLAGE BOARD WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2). Motion by Trustee Janke, second by Trustee Java to reconvene into open session at 7:05 p.m. Motion passed unanimously.

The Village Board members thanked Director of Public Works John Erickson for his 6 months of service as director with praise for a job well done. **Motion by Trustee Janke, second by Trustee Java to increase DPW Erickson’s wage by \$1.50 per hour based on his six-month performance review effective on his six-month anniversary. Motion passed unanimously.**

Adjournment President Kucera adjourned the Village Board meeting at 7:10 p.m.

Sheila Meyer
Clerk/Treasurer