



Village of Grantsburg

ADMINISTRATION COMMITTEE MEETING

Wednesday, July 15, 2020

The Administration Committee for the Village of Grantsburg met on Wednesday, July 15, 2020, at 4:15 pm at the Village Office, 316 S. Brad Street, Grantsburg, WI.

Present: Chairman/President Longhenry, Trustee Barton, Trustee Peer

Others: Police Chief Dan Wald, Director of Public Works Chris Bartlett, Brian Reilly, Senior Municipal Advisor with Ehlers Public Finance Advisors, Pamela Barnard, Executive Director at Village of Grantsburg Housing Authority/Crexway Court, Brent Kapfer/Wood River Properties-owner of Ascend Coffee Shop, Mike Janke-owner of Southern Crex Spirits, Terry Kucera-General Manager at Grantsburg Telcom.

CALL TO ORDER Chairman Longhenry called the Administration Committee meeting to order at 4:15 pm. The Pledge of Allegiance was recited.

APPEARANCES:

Brian Reilly, Ehlers - Refinance opportunities: Reilly started by letting the Committee know that after reviewing loan schedules and amounts, the Village of Grantsburg is “in good shape” and has approximately 61% of its’ debt capacity available. Reilly indicated there are some refinance opportunities available the Village may want to explore. President Longhenry asked about Reilly’s fee for these services. Reilly explained that his fees would be paid out of any proceeds from refinancing. The committee asked Reilly to attend the August 10th Village Board meeting with a proposal for the Board’ review and/or approval.

Pamela Barnard, Housing Authority Executive Director - Update: Barnard informed the Committee she is very willing to work with the Village and the Police Department to address existing issues at the Village of Grantsburg Housing Authority-Crexway Court. The building and operations are currently in “troubled status” per U. S. Department of Housing and Urban Development (HUD). Barnard reported on the progress she has already made in her short time as Ex. Director, many late reports have been filed. Barnard verified the Village’s only responsibility with the Housing Authority is to appoint Board Commissioners, as needed. During her research, Barnard discovered a difference in the HUD regulations for Board Commissioners and the Village of Grantsburg’s Ordinance. **Motion by President Longhenry, second by Trustee Barton to recommend the Village Board change Ordinance §19-5 and §19-7 to require Housing Authority Commissioners to reside within five (5) miles of the Village of Grantsburg to comply with U.S. Department of Housing and Urban Development (HUD) current requirements. Motion carried.**

Brent Kapfer/Wood River Properties-Drive up window. Kapfer explained his desire to install a drive-up window on the west side of his building, located at 131 W. Madison Avenue, Ascend Coffee. Kapfer explained the window would be for pickups only. Individuals would be required to pre-order and pre-pay. He indicated the window may only be open from 5:00 a.m. to 9:00 a.m. to capture the before work crowd. The area used as a drive thru alley located between Ascend Coffee and Grantsburg Telcom is owned by Grantsburg Telcom. Kapfer has talked to Terry Kucera, General Manager and Craig Selander, Grantsburg Telcom board member who denied his request. Kapfer feels they may have been persuaded by a member(s) of the Village expressing the need to make the alley one-way traffic if the window were installed. Mike Janke, owner of Southern Crex Spirits, expressed his concern if the alley were made for one-way traffic. His delivery semi-trucks would not be able to deliver to his back door if they could not drive thru the alley. President Longhenry asked Police Chief Wald if he felt there would be a need to make the alley from Madison to Pine Street one-way traffic. Police Chief Wald did not see a need for this. The Committee encouraged Kapfer to continue discussions with Grantsburg Telcom since they own that portion of the alley.

ADJOURNMENT Motion by Trustee Barton, second by Trustee Peer to adjourn the meeting at 5:10 p.m. Motion carried.

Sheila Meyer
Clerk/Treasurer