



April 9, 2018

Regular Board Meeting

The Village of Grantsburg Board of Trustees met on Monday, April 9, 2018 at 6:00 p.m. at the Grantsburg Village Office, Village Board Room – 316 S. Brad Street.

The Regular Board Meeting was called to order by Village Trustee, Greg Peer.

Village Trustee, Greg Peer led everyone in the Pledge of Allegiance.

Village Trustee, Greg Peer welcomed guests.

Roll Call

Present: Village Trustee, Diane Barton
Village Trustee, Gary “Goob” Coy
Village Trustee, Caylin Muehlberg
Village Trustee, Greg Peer
Village Trustee, Russell Stone

Absent: Village President, Larry Ebersold
Village Trustee, Jared Woody

Others: Village Clerk, Patty Bjorklund
Village Treasurer, Sheila Meyer
Public Works Director, Chris Bartlett
Police Chief, Jeff Schinzing
Library Director, Kristina Kelly-Johnson
News Director – BurnettWire, Steve Briggs
Reporter – Inter-County Leader, Gregg Westigaard
Editor – Burnett County Sentinel, Jonathan Richie
Reporter – We Are Grantsburg, Bob Rombach
As well as featured guests and other members of the public.

Approval of Minutes

March 12, 2018 Special Board Meeting
March 12, 2018 Regular Board Meeting
March 19, 2018 Special Board Meeting
March 26, 2018 Special Board Meeting

Village Trustee, Barton moved, seconded by Village Trustee, Coy, to accept the minutes as presented. And that the reading of the minutes from the Board of Trustees Meeting held on March 12, 2018 be suspended since all board members received copies of the same prior to tonight’s meeting.

Ayes: Barton, Coy, Muehlberg, Peer, Stone
Nays: NONE
Motion to approve: Carried



April 9, 2018

Regular Board Meeting

New Communications

A letter of commendation was presented from Mission Critical Concepts, LLC for Police Chief, Schinzing's commitment in the Grantsburg and surrounding areas faith communities for the two seminars to address crime in those communities. The board thanked him for his attention in that area. Registration for 2018 Local Government 101 Registration form was presented for all board members to consider attending. The training will take place on May 11, 2018 in Eau Claire, WI.

Board and Staff Reports

1) Public Works a) Director Report. Public Works Director, Bartlett informed the board that the refrigerator in the community center needs \$1,200 in repairs. It needs a new compressor, dryer and refrigerant. He spoke with Bruce Scheider who does catering there and he said the refrigerator that needs repair is of very good size for catering. He also spoke with Mike Plasch who gave the quote for the repair. He stated that he mentioned that if it is repaired, it should last approximately 8 more years. Unplugging the unit will not cause harm to the unit once repaired. The refrigerator was purchased in 2003 for \$1,800. Public Works Director, Bartlett noted that the only work done that he knows of was a new thermostat was replaced last year. The only thing left to replace after the compressor, dryer and refrigerant are the fans. He noted that the cost is no more than \$200 to replace. There has been no maintenance to the unit since he started in 2013. Mr. Plasch noted that the condenser should be cleaned monthly. A brand new unit of the same model would cost \$3,430. A smaller unit was looked at, but after speaking with Bruce and Mike, Public Works Director, Bartlett would like the repairs to be done. He feels that if the unit is unplugged when not in use and maintained, he sees the unit lasting quite a long time. He will proceed with the \$1,200 in repairs to the unit. The 2017 Consumer Confidence Report (CCR) was put in the paper 3 weeks ago and can also be found on the Village of Grantsburg website. He urges everyone to go to the site and look at it. It shows everything that the village has tested for. If anyone has any questions, please refer to him. Spring street sweeping won't take place until spring arrives and the snow is gone. The crew is redoing the community center floor starting Wednesday, April 11th. At the end of the month, Well #3 will be pulled and replaced. It sounds like the new one-ton truck with the plow is almost ready to be delivered. It will be nice to remove brush, etc. He noted that he will be gone next Wednesday – Friday going after turkeys in the snow. Spring clean-up is the 2nd full weekend in May. TV's are more expensive to dispose of as well as tires. Prices of full and half bucket loads are still the same price. Mattress disposal will increase in price next year.

2) Police Department a) Police Report March 1, 2018 – April 1, 2018 Police Report was distributed to all members of the board in their packets. There were 88 cases. Police Chief, Schinzing noted that the church security trainings were successful. He wanted to thank Dave Sohm and his company Mission Critical Concepts for putting the trainings on. There was also active shooter training done by his company with the police department at the school the last week of March when the students were on spring break. The teaching staff and Mr. Sohm's company as well as Police Chief, Schinzing and Police Officer, Wald went through signs of potential problems as well as ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training with the staff. CPR Recertification with the Grantsburg Fire Department will take place on Wednesday, April 18th. PINKO Jam will take place on Saturday, April 14, 2018. ADRC (Aging, Disability, and Resource Center) and the Grantsburg Police Department will meet on April 25th for safety issues training for their senior clientele. He also mentioned that Intoxilyzer Certification was renewed with Officer, Joel Klatt. He noted that on the 16th of March an individual had their license plate stolen from a car. The plates were discovered on a stolen vehicle in Brooklyn Park, MN. The individual who was pulled over had a loaded gun in the vehicle. He wanted to stress



April 9, 2018

Regular Board Meeting

that on stops such as these, the potential is very dangerous and luckily the stop occurred in an area that had several trained officers. The police department here is limited in the amount of manpower available he noted.

Scheduled Members of the Public Discussion/Action

McKenna Marek, President – Grantsburg Hockey Association was present to give the 2017 – 2018 Open Skate Report. There were 13 sessions. They occurred on Sundays during the times of November 26, 2017 – February 26, 2018. There were some holidays and Super Bowl that fell on a few of those dates, so the skating was moved to Friday's and mid-week. The numbers were 75 – 100 attendants for each session. She would like to continue the skating for the 2018 – 2019 season. She wasn't sure if this was something that could be approved at this meeting or followed up at subsequent meetings. Village Trustee, Peer noted that this would be a discussion during budget season at the village. He noted that she is welcome to come back after that occurs in the fall. She wanted to thank the board for all of their support. She noted that it is very appreciated for the youth and families in the community.

3) Village Administration a) *Clerk Report.* Village Clerk, Bjorklund presented her April 9, 2018 Clerk Report. There were 2 Operator's License issued; there was no Land Use/Building Permits issued. There was a Temporary Class "B" Retailers License issued to Grantsburg Youth Hockey Association for *Ice Bowling on (3/2/18 – 3/3/18). The results of the April 3, 2018 Spring Election was presented. b) *Treasurer's Cash Report, Budget to Actual.* Village Treasurer, Meyer presented her Cash Report and Budget to Actual Report.

4) Library a) *Director Report.* Library Director, Kelly-Johnson's April 2018 report was included in all members' packets. She wanted to inform everyone that National Library Week is April 8, 2018 – April 14, 2018. She appreciated all of the village board's support in helping sustain the library. Activities for National Library week will be Tuesday, April 10, 2018 honoring the more than 50 volunteers with a small reception. Wednesday, April 11, 2018 will be an offering of a free book for kids at story time. Thursday, April 12, 2018 is Open Mic Night. And Friday, April 13, 2018 will be a basket drawing from the Friends of the Library to celebrate the Library Gala. The Friends of the Library Annual Spring Gala will be held on Saturday, April 28, 2018. Author, Peter Hubin will be speaking and dinner and dessert will be served. Ticket information is at the library or by calling (715) 463-2244. Village Trustee, Peer thanked Library Director, Kelly-Johnson for hosting the village board for their February 12, 2018 meeting at the library. The meal was much appreciated. Discussion took place for appointment of 2 citizen members and a village board member to the Library Board. Village Trustee, Peer noted that Village President, Ebersold has recommended for appointment of a 3-year term to citizen member, Mandy Amundson and Duke Tucker. Also, needed is a village trustee member. Village Trustee, Muehlberg has served the previous year and would like to continue to do so for a term for 1 year.

Village Trustee, Coy moved, seconded by Village Trustee, Stone, to approve appointment of Mandy Amundson and Duke Tucker as citizen members of the Library Board for a period of 3 years and Village Trustee, Muehlberg as village board member to the Library Board for a period of 1 year. All terms expire April of their prospective years.

Ayes: Barton, Coy, Muehlberg, Peer, Stone
Nays: NONE
Motion to approve: Carried



April 9, 2018

Regular Board Meeting

- 5) Fire Association** a) *Fire Inspections Discussion took place.* Village Trustee, Barton stated that membership of the Fire Association is 19 members. There were 43 total fire inspections done with 33 done in the village. Of those inspections, a total of 13 re-inspections were completed. There were 4 violations that will need to be corrected by the May 14, 2018 Regular Village Board Meeting and reported by Fire Chief, Cory Barnette who does the inspections.
- 6) Administration Committee.** There is nothing new to report at this time.
- 7) Ambulance Committee.** There is nothing new to report at this time.
- 8) Grantsburg Golf Course.** There is nothing new to report at this time.
- 9) Pool.** a) *Pool Manager Report.* Sarah Covey who is the new Pool Manager presented a brief report. She has 5 returning lifeguards from last year. She is looking for an instructor who can teach swimming lessons. She will be taking her Certified Pool Operator Training on Thursday, April 12, 2018. She has ideas that she would like to do with the kids this summer such as an open house. She is still working on staffing for that. She is looking for lifeguards and instructors. New pool logo was discussed. There might be potential of possible trail, splash pad, park and consider renaming the community pool to incorporate the other areas of growth there Village Trustee, Muehlberg noted. This is definitely something to explore when funding sources and planning of that area are completed.
- 10) Memory Lake Campground.** The campground is scheduled to open April 13, 2018. The water and sewer is not available because of the weather at this time. However, there is electricity available. He noted that 2 campsites are occupied currently. Public Works Director, Bartlett noted that if other seasonal campers come in due to the snow cover, plowing will need to be done.
- 11) Airport.** There is nothing to report at this time.
- 12) Public Property Committee.** There is nothing to report at this time.
- 13) Cemetery Association.** There is nothing to report at this time.
- 14) Public Safety Committee.** Police Chief, Schinzing noted that there will be a few items from his department discussed at the April 16, 2018 Administration Meeting.
- 15) Infrastructure Committee.** There is nothing to report at this time.
- 16) Housing Authority.** There is nothing to report at this time.
- 17) Plan Commission.** There is nothing to report at this time.
- 18) Fair Association.** There is nothing to report at this time.

Scheduled Members of the Public Discussion/Action

Sarah McClain and Joe Cremin, owners of Starwire Technologies were present to discuss the possibility of placement of antennas on the south water tower as well as utility poles in the village. They have been internet providers for 11 years. Joe noted that where they currently broadcast service, the signal cannot adequately reach their customers in the Village of Grantsburg area. He also noted that utility poles could also reach some of the side streets and customers located there. They would like an agreement with the village for rental of space on the tower as well as right-of-way use for placement of utility poles for their internet service. They did



April 9, 2018

Regular Board Meeting

provide the board with a simple agreement that they created. The placement of their antennas would be preferred at the south water tower because of the safety ring there. The north tower does not have a safety ring, which would incorporate the antennas more adequately. There would not be drilling or welding involved. Public Works Director, Bartlett noted that the Fire Department as well as Burnett General Medical Center is currently using the south tower for their antennas and equipment. He stated that painters need to gain access there and he is concerned that the wires and antennas will hinder that process. Joe noted that the antennas are very small compared to others. He stated that the wires and placement of them would be done in a respectful and tidy manner. Another concern that Public Works Director, Bartlett has is the cost that Starwire Technologies is willing to pay for rent of the tower. The rent of \$100 per month is very low in comparison to other companies that have used the tower. The rent is a tool used to help with maintenance of the tower. Cost to remove the wires, etc. increases with the painting and tower maintenance company. He is leery of all the placement of wires, antennas and placement of those on the tower. He is worried about rust, etc. The cost to paint the tower is significant. The paint is a special paint that is used and rather expensive. He is also worried about the wear and tear of the placement along with wind load. He has gone to conferences and the consensus of the training he has received was to not permit use of placement of apparatus on water towers. There is concern of interference of radioactive waves for the amount of wires and antennas on the towers also he stated. Joe stated that the wind load is a fraction of other antennas out there. They are very small. The rental rates they pay are small because of the local nature of their business. Other companies out there are corporate businesses and they are multi-million dollar companies. He wanted to stress that they are a small, local company. They are trying to provide a service to the local customers that are economical. As far as mitigation of the rust factor from their equipment, they put rubber on the water tower that stops the metal from touching the paint there. Village Trustee, Peer also noted that there is currently a monopole located near the tower. Joe noted that the company who owns the pole is not receptive to allowing them to rent space there. The cost is not budget friendly with their small company. The radius would be within a few miles of the water tower. There might be ability to use street lights which would be more ideal if they are village owned and where they are located. There are currently contracts with Village of Siren and Rush City that have been done in the last 2 years with them. They would provide pictures of those antennas if the board wanted them to. The areas that they currently cover are Grantsburg, Hertel, Rush City, Village of Frederic, Village of Siren, Danbury and Village of Webster. When Starwire was at a previous meeting with the Village of Grantsburg, line of sight through trees was discussed Village Treasurer, Meyer noted. The utility poles would help get faster speeds to customers. Joe noted that there are variables and trees are not always the issue. Consensus of the board was to have Starwire Technologies provide more information as well as pictures before the May 14, 2018 Village Board Meeting. They encouraged the board to call and ask questions if they needed to. More discussion will take place at that time.

Village Trustee, Barton was present for the GRO Committee. The discussion focused on bike lanes in regards to village maintenance. She noted that the lane lines are fading or disappeared due to resurfacing or chip sealing maintenance that has been done in the village. Public Works Director, Bartlett had researched costs for redoing the white lines there. The cost is 50¢ per foot from Fahrner Asphalt. He did look at all bike lanes and the costs that would be involved. The total for all painting would be \$4,831. Police Chief, Schinzing stated that he felt the cost of repainting the lines are not as important as paying for centerlines and sidewalks. He did feel that signs are helpful however. Village Trustee, Barton noted that when the lanes were painted previously



April 9, 2018

Regular Board Meeting

the fundraising was done by the middle school. Public Works Director, Bartlett stated that there is not money available this year to do the work. This might be a discussion for the 2019 Budget he stated. Library Director, Kristina-Kelly who is part of the GRO Committee also noted that as a long-range plan, the bike trails connect to the walking trails and other areas of interest for the village. The painting would last approximately every 3 years Public Works Director, Bartlett stated. The GRO Committee is also investigating possible grants for the process. The Bike Lanes were done in 2009. The Village Board will present the figures for the bike lanes to the GRO Committee. They will research the costs and try to come up with a plan for the repainting of the trails or possible budgetary discussion.

Public Works Director, Bartlett gave an overview of the Community Development Block Grant (CDBG) Downtown Improvement Project that was discussed at the April 5, 2018 meeting between him; Dan Penzkover of S.E.H.; Bryan Cunningham of S.E.H.; Nikki Peterson of the GRO Committee, Village President, Ebersold; Village Clerk, Bjorklund and Village Treasurer, Meyer. Discussion regarding street light replacement, sidewalk replacement, and sidewalk bump outs to emphasize the sidewalk crossings was discussed. Stormwater drainage and possible parking lot replacement behind the downtown businesses on Olson was looked at. There was also discussion regarding waste receptacles and benches. Possible public parking lot refurbishment behind downtown businesses was also researched. The grant is a 50/50 grant which is up to \$500,000 paid on the federal end by the state. The deadline for the application is May 24, 2018. He noted that prices will be detailed for the prospective projects. The map will be updated as well for the proposed areas of concern. The format for the proposals will be detailed at the May 14, 2018 Regular Meeting.

Unfinished Business

Village Clerk, Bjorklund would like all members of the board to review the current Grantsburg Emergency Operations Plan that is in their Google Drive. She would like to discuss this in the very near future, as spring and summer storm season will soon be upon us. A plan needs to be implemented shortly she noted.

Continued Discussion/Action

Cutting Line Agreement for Timber Harvest Purposes with Mike Wallis, Forester – WI DNR was presented and each member has a copy in their packets. The area is state-owned property, but it adjoins a small area of village-owned property on the north side. The area is in the SE ¼ of the NW ¼ of Section 11, Township 38 North, Range 19 West and would be agreed upon by the owners, the Village of Grantsburg, Wisconsin and the Wisconsin Department of Natural Resources for the purposes of harvesting timber in the playground Timber Tract (GK 50-18). It is recognized by the previously mentioned parties that the established line is not the exact property boundary and that the boundary is not established for the purposes of ownership, transfer or possession. The line establishment, as per the agreement, will be null and void upon true line location via section subdivision by a licensed surveyor, or four years from the date of the agreement.

Village Trustee, Coy moved, seconded by Village Trustee, Muehlberg to approve the cutting line agreement between the WI DNR and the Village of Grantsburg.

Ayes: Barton, Coy, Muehlberg, Peer, Stone
Nays: NONE



April 9, 2018

Regular Board Meeting

Motion to approve: Carried

Craig Bowman who is President of Western Wisconsin Association of Rocketry National Association of Rocketry – Section #723 was present. He has promoted rocket launches previously and stated that they have been a great success. He is renewing his request to do model rocket launches on the following Sundays in 2018 at the Grantsburg Municipal Airport for the following dates:

Sunday, June 3rd; Sunday, July 1st; Sunday, August 5th; Sunday, September 2nd and Sunday, October 7th. He stated that he has been doing rocket launches for 15 years. He stated that he appreciates the village allowing them to do their launches.

Village Trustee, Barton moved, seconded by Village Trustee, Coy to allow WI Association of Rocketry National Association of Rocketry – Section #723 to do their launches starting June 3, 2018 – October 7, 2018.

Ayes: Barton, Coy, Muehlberg, Peer, Stone

Nays: NONE

Motion to approve: Carried

Resolution #18-02 Declaring Intent to exercise Special Assessment Police Powers under Sec. 66.60, Wis. Stats. for Wisconsin Avenue Street and Utility Improvements was presented. The resolution allows the Village Board to exercise its police power under sec. 66.60 Wis. Stats., to levy special assessments upon the property within by the improvement of the following streets:

“The project consists of full reconstruction and replacement of sanitary sewer, water main, sewer and water service connections, curb and gutter, sidewalk and asphalt pavement on Wisconsin Avenue from Oak Street to Brad Street. Improvements to be assessed include sidewalk, driveways, and curb and gutter.”

Village Trustee, Muehlberg moved, seconded by Village Trustee, Barton to approve passage of Resolution #18-02 for exercise Special Assessment Police Powers under Sec. 66.60, Wis. Stats for Wisconsin Avenue Street and Utility Improvements.

Ayes: Barton, Coy, Muehlberg, Peer, Stone

Nays: NONE

Motion to approve: Carried

The following bills were presented for approval:

- General Checks (#31078 - 31144) - \$136,746.55
- Payroll Checks (Voucher's: V5080 – V5114)
(#16173 – 16179) - \$32,469.36
- ACH/EFTS - \$62,547.59

TOTAL: \$231,763.50

Village Trustee, Barton moved, seconded by Village Trustee, Coy to approve bills in the amount of \$231,763.50.



April 9, 2018

Regular Board Meeting

Ayes: Barton, Coy, Muehlberg, Peer, Stone
Nays: NONE
Motion to approve: Carried

Oaths of Office for the Office of Village Trustee for the following new Village Trustees were performed by Village Clerk, Bjorklund. The terms of office commence on April 17, 2018 and end on April 21, 2020. The new trustees are:

Greg Peer
Caylin Muehlberg
Michael Longhenry

Village Trustee, Stone moved, seconded by Village Trustee, Coy to adjourn the Regular Board Meeting at 7:05 p.m.

Ayes: Barton, Coy, Muehlberg, Peer, Stone
Nays: NONE
Motion to approve: Carried

Submitted by:

Patty Bjorklund – WCMC, CMC, CMTW
Village Clerk, Deputy-Treasurer
April 9, 2018