



January 2, 2020

Administration Committee Meeting

The Administration Committee met on Thursday, January 2, 2020 at 6:30 p.m. at 316 S. Brad Street, Grantsburg, WI.

Present: Village President/Chairman, Michael Longhenry
Trustee Diane Barton
Trustee Greg Peer

Others: Trustee Russell Stone
Trustee Joe Sturdevant
Director of Public Works (DPW) Chris Bartlett
Library Director Kristina Kelley-Johnson
Library Board President Pamela Davies

President and Committee Chairman Longhenry called the Administration Committee Meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.

Discussion/Action: Library. Library Board President Davies addressed the committee with concerns regarding the furnaces located in the original Library area. There are three (3) furnaces that were installed in 1999 when the Library was originally renovated. The new addition has two (2) furnaces that were paid for by the Friends of the Library when the addition was built in 2014. Davies explained the Library has been paying repair bills to keep the three (3) older furnaces working, but they are needing to be replaced soon. Davies reported that Craig Bowman of Craig's Technical Services LLC, has indicated he may be able to keep them running for a while. He could replace them with similar furnaces for \$5,000 to \$6,000 each. Davies asked if there were any agreements from when the Village and Library moved into this building in 1999 or from when the addition was built in 2014 indicating who owns what and who should be paying for repairs and replacements. Clerk/Treasurer Meyer indicated the Library was renovated and paid for separately from the rest of the building in 1999. She will research and see if any agreements, contracts or covenants have been done between the Village and the Library. This matter was referred to the Administration Committee.

Discussion/Action: The Village Board will convene into closed session to review the duties and responsibilities of the Director of Public Works 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 Peer to convene into closed session at 6:40 p.m. Motion carried. Davies, Kelley-Johnson and C/T Meyer left the room.

Discussion/Action: The Village Board will reconvene into open session pursuant to Wis. Stats. 19.85 (2) and will make decisions, if needed, from closed session. C/T Meyer reentered the meeting. Motion by Trustee Barton, second by Trustee Peer to reconvene into open session at 7:15 p.m. Motion carried.

Discussion/Action: Charge for water used on fires in the Village. DPW Bartlett was asked how much water was used on the fire at 136 W. St. George Avenue and how much the bill would be for that water. DPW Bartlett indicated about 680,000 gallons at a cost of \$1,200. DPW Bartlett was asked how the amount of water was calculated. He indicated it was an estimate based on the water pumped and the levels of the water towers. Bartlett reported that the Village of Luck bills out for their water used, but the other municipalities he checked with do not. Discussion was held about Trustee Sturdevant discussing this with the Fire Association Board to get their input. More discussion. The committee members indicated their uncomfortableness with billing for water when someone has just suffered a loss. Trustee Peer felt the amount of water used on this fire was greater than normal partly because a gas line was damaged, and the gas company personnel took a long time getting to the property to shut the gas off. Water had to be used the entire time the gas was ignited. **Motion by President Longhenry, second by Trustee Barton to recommend the Village Board not act on this issue now and leave the process as we have been doing in the past (not charging for water used for fires in the Village). Motion carried.**

Discussion/Action: Cooper Engineering Contract. DPW Bartlett explained he had requested estimated costs and plans from several engineering firms for dealing with the high manganese levels in the Village's water. Cooper Engineering was the most reasonable cost and he felt comfortable with their plan to study possible options for dealing with the high manganese levels at Well 3. **Motion by Trustee Peer, second by President Longhenry to recommend the Village Board approve the contract with Cooper Engineering for study and report services on Well 3. Motion carried.**

Discussion/Action: Adjournment. Motion by Trustee Barton, second by Trustee Peer to adjourn the meeting at 7:40 p.m. Motion carried.

President Longhenry called the meeting back into order at 7:40 p.m.

Motion by President Longhenry, second by Trustee Peer to accept the formal Village Snow Removal Plan discussed with and signed by DPW Bartlett. Motion carried.

Motion by Trustee Barton, second by Trustee Peer to adjourn the meeting at 7:45 p.m. Motion carried.

Sheila Meyer
Clerk/Treasurer