



The Village Administration Committee met on Monday, June 26 at 5:00 p.m. in the Village Board room, 316 Brad Street S, Grantsburg, WI 54840.

Present: Chairman/President Terrance Kucera  
Trustee Greg Peer  
Trustee Hank Java

Others: Clerk/Treasurer Sheila Meyer  
DPW John Erickson  
Chief Mitch Olson  
Trustee John McNally  
Trustee DJ Henderson  
Burnett County Economic Development Director Richard Hartman  
Claudia Lee with Burnett County Tourism Coalition  
Village resident Mike Longhenry

President Kucera called the Administration Committee Meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

### **Richard Hartman, Economic Development Director & Claudia Lee, Burnett County Tourism Coalition – Short-term Room Rental tax**

Richard and Claudia approached the committee asking the Village to join other Burnett County municipalities in implementing a short-term rental tax. The Burnett County Coalition has noticed an increasing number of short-term rentals through programs like VRBO and Airbnb throughout Burnett County and recognize that though this brings dollars to our county, the increased visitors are beginning to tax the infrastructure specifically straining inadequate utility systems and causing an increase in ordinance violations. The Coalition has started working with Localgov, a tax collection and accountability company, to assist with managing the licensing and fee collection that would come with implementing a short-term rental tax. The Coalition does not have a plan for enforcement of the system so that would fall to the local authorities of each municipality at this time. The tax could be 5-8% of the gross rental fees and would be split per state statute with 25% going to the specific municipality, 70% to a tourism entity, and 5% to the County. The Coalition was not able to report on the number of short-term rentals located within the Village but did indicate that this tax would apply to the motel in the Village and would not apply to the municipal campground. The committee would like this item to be placed on a future Village Board agenda and would like the Coalition to provide an estimate of the potential revenue the Village could see from a short-term rental tax. **No motions made.**

### **Request for sprinkler system in Village right-of-way**

The committee agreed to move the sprinkler discussion ahead in the meeting. Mike Longhenry approached the committee asking for the ability to have a sprinkler system placed in the boulevard in front of his address. Clerk/Treasurer Meyer indicated ordinance 464-8 Obstructions and encroachments; sections A-B disallowed irrigation units be placed in the Village right of way without prior village board approval. DPW Erickson reached out to other area municipalities, two of which allow residents to place sprinklers in the right of way. Longhenry agreed he would be responsible for maintenance and repairs of the irrigation system. The committee discussed legal review of an ordinance update to reflect property owner responsibility of items placed in the village right-of-way following village board approval. **Motion by**

**Trustee Peer second by Trustee Java to recommend the Village Board allow Mike Longhenry, 359 W. Harrison Avenue, to install a sprinkler system in the Village boulevard in front of his house provided language is added to the Village's ordinance 464-8 saying if the Village Board approves encroachments in right-of-way, all replacement and repair costs will be the homeowner's responsibility regardless of how or who caused the damage. Motion passed unanimously.**

### **Well #1 Rehab proposals**

DPW Erickson provided the committee with three quotes for a Well #1 rehab. The committee asked if this could be delayed until a plan is made for filtration at Well #1 and Well #2. DPW Erickson indicated this is a regular maintenance item required every 10 years and is necessary no matter the plan for future filtration at the well. DPW Erickson reviewed the quotes with Jeff Nussbaum at SEH and agreed CTW Wells & Pumps was the best option. The committee confirmed the funds for this project would come from the water fund. **Motion by Trustee Java second by Trustee Peer to recommend the Village Board accept the quote from CTW Wells & Pumps for a rehab on Well #1. Motion carried.**

### **Ordinances 1) Revise: Chapter 268 Drug Paraphernalia 2) Add: Chapter 470 Synthetic Cannabinoids**

Clerk/Treasurer Meyer presented the committee with our current Chapter 268. Drug Paraphernalia ordinance as well as two ordinance samples from another municipality addressing drug paraphernalia and synthetic cannabinoids. The committee discussed options that would address smoke shops being in close proximity to schools and other smoke shops. The committee asked Clerk/Treasurer Meyer to review ordinance options with the Village attorney and provide samples at the next Administration Committee meeting. **No motions made.**

### **Pickleball Project 1) Agreement with Rotary Club 2) Design Approval/Move registration building & kiosk**

Trustee Peer presented the committee with an agreement that would allow the Rotary Club to complete their pickleball project at Memory Lake Park and pay the Village back since they do not have the necessary funds at this time to finish. **Motion by Trustee Java second by President Kucera to recommend the Village Board accept the agreement with The Rotary Club of Grantsburg to pay funds not to exceed \$13,000 and be reimbursed within one year. Trustee Peer abstained. Motion carried.**

Trustee Peer presented the final pickleball court plan to the committee for approval. The only change will be the registration building would be relocated westward to be across from the bathhouse and not encroach on the nearby campsite. The trail kiosk would also move to be next to the registration building. **Motion by Trustee Java second by President Kucera to approve the final design of the pickleball courts at Memory Lake Park. Trustee Peer abstained. Motion carried.**

**President Kucera adjourned the meeting at 6:10 p.m.**

Allison Longhenry  
Deputy Clerk/Treasurer