



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Administration Committee Meeting Minutes

The Village Administration Committee met on Monday, February 10 at 5:00 p.m.
in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

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

Others: Clerk/Treasurer Sheila Meyer
DPW John Erickson
Chief Jared Woody
Dan Penzkover and Brea Grace with SEH

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

Community Center Rental Agreement with Grantsburg School District

Clerk/Treasurer Meyer reviewed an email from the Grantsburg School District in response to the draft rental agreement. The school district requested a termination clause be included in the agreement, pay their portion of the divider upfront, be allowed to have an additional 5ft over the half-gym to accommodate the balance beams, exclusive use of the north half of the gym while gymnastics equipment is set up, and they be provided a record of the past 10 years of community center rentals and fees collected.

Clerk/Treasurer Meyer included an updated agreement in the meeting packet which included a termination clause, allowed for the school district to pay the divider over the duration of the 5-year agreement or sooner if they choose, and the additional 5 feet to the south of the ½ gym line to accommodate the balance beams. The committee agreed to the updates included but declined to include exclusive use of the north half of the gym while gymnastics equipment is set up. The committee felt this would limit full community center rental availability to less than ½ the year. The committee also discussed that the records of community center rentals and collected fees were not relevant to the agreement terms and directed Clerk/Treasurer Meyer does not send this information.

Motion by Trustee Peer second by President Kucera to recommend the Village Board approve the draft agreement included in the meeting packet and send to the Grantsburg School District for review. Motion carried. Trustee Java abstained.

WWTP project and funding

Dan and Brea with SEH provided an update on the ramifications of the Village choosing to delay the WWTP project to re-apply for Community Block Development Grant funding. Currently the WWTP project has received \$2.1 million of principal forgiveness through the Clean Water Fund Loan Program and was denied a \$1 million grant through CDBG. Brea, a funding specialist with SEH, indicated that it is unlikely the Village would be awarded \$1 million CDBG funding if they reapplied as the Village's original application did not score high in several categories. By delaying the project, the Village would risk losing the CWF principal forgiveness as that would have to be re-applied for as well.

Brea continued to explain that if the Village reapplies for CDGB funding, the water treatment project for Well #1 and #2 would also have to be delayed and the water treatment project would score better due to project and financial need. If the Village wanted to move forward on the WWTP, there would need to be a special meeting scheduled in February to be on track for bidding the project in April and meet CWF loan closing requirements by late summer.

Clerk/Treasurer Meyer explained that the WWTP would not affect taxes as it would be paid for from the sewer fund which is funded by user fees. She included an example of an increase option to cover the loan payments.

Motion by Trustee Peer second by Trustee Java to recommend the Village Board move forward with the WWTP utilizing the \$2.1 million principal forgiveness through the Clean Water Fund. Motion carried.

Memory Lake APM plan & dredging report from Cumberland

Clerk/Treasurer Meyer was asked to contact the City of Cumberland, Wisconsin to inquire about their current lake dredging project. She was directed to the Beaver Dam Lake Management District and provided information regarding the project in the meeting packet. The project began in 2002 and required storm water control prior to the dredging project costing \$2,000,000 which took 14 years to complete. A dredging application was submitted in 2022, and the project will be completed in 2025 with an expected total cost of \$460-480,000.

No motions made.

The meeting was adjourned at 5:48 p.m.

Allison Longhenry
Deputy Clerk/Treasurer