



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Administration Committee Meeting Minutes

The Village Administration Committee met on Monday, March 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
Trustee Rick Linderberg
Mike Janke

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 review changes requested by the Grantsburg School District to the draft rental agreement. The committee discussed that they would not be providing 10 years of usage as past rental options are not relevant to current rental options. Meyer explained the increase to a \$3500 annual flat rate was in line with the most recent fees of \$3300 based on the hourly rate and the operations have seen an increase in general utilities of the space. The committee discussed no changes to the existing draft contract.

Motion by Trustee Peer second by President Kucera to recommend the Village Board send the contact back to the school for approval as their final draft. Motion carried. Trustee Java abstained.

Rock the Block street closure request.

The committee reviewed the map included in the packet showing the street closure for the 2025 Rock the Block event which would be the same as 2024. The committee discussed issues from last year including open containers on the street, trash, and picnic tables. Mike Janke indicated there was a plan for extra trash containers and their removal and that picnic tables could be moved and removed from the street by event participants. Chief Woody indicated no open containers will be allowed on the street like the Watercross event.

Motion by Trustee Java second by Trustee Peer to approve the street closure of West Madison Avenue between West Olson Drive and South Pine Street and North Oak Street from West Madison Avenue to West Olson Drive from Noon to 8:00 pm on Saturday, April 12th, 2025. Motion carried.

The committee agreed to move the ordinance discussion up on the agenda.

Code of Ordinance change – remove §330-17 Outdoor sports activities and beer/beverage gardens

Clerk/Treasurer Meyer discussed that ordinance §330-17 is no longer needed as the bar's Class B combo licenses can include consumption on outdoor spaces. The Village will continue to review and issue license extension requests if a bar would like to have an outdoor bar set up that would allow for alcohol service on a patio.

Motion by President Kucera second by Trustee Peer to recommend the Village Board approve to remove ordinance §330-17 Outdoor sports activities and beer/beverage gardens from the Village's Code of Ordinances. Motion carried.

Burnett Medical Center request to place safety signage on 5k and 10k routes

The committee reviewed the BMC request for the Go for the Gust race on June 7th. DPW Erickson and Chief Woody indicated there have been no issues with the event in the past. BMC places all signage and manages the intersections.

Motion by President Kucera second by Trustee Java to approve BMC's request to place safety signage for their Go for the Gust 5k & 10k race on Saturday, June 7th, 2025. Motion carried.

Public Works – 1) Stump pile 2) Line painting

DPW Erickson indicated that the stump pile at the Village's brush site is too full after some large projects in the Village. He provided a quote for what it would cost to grind the existing 10 years' worth of stumps at the site costing \$50,000. He reported he is not sure how much demand the residents of the Village have for this site. The committee discussed no longer accepting stumps for the time being to see how much of a need the service is.

No motions made.

DPW Erickson provided a quote for annual line painting totaling \$10,850. As this cost continues to rise, he investigated purchasing a line painting machine like the Village of Siren. The Village of Siren is not willing to contract the service or rent out their machine. The cost of the machine ranged from \$9,679.25 to \$11,706.25 with annual paint cost estimated at \$2500. DPW Erickson felt the crew could fit this into their schedule and liked the idea of being able to paint as needed rather than contracting with a service for only 1-2 days a year.

Motion by Trustee Peer second by Trustee Java to recommend the Village Board approve the purchase of the 5900 series painter for \$11,706.25. Trustee Peer & Trustee Java – aye President Kucera – nay. Motion carried.

The meeting was adjourned at 5:53 p.m.

Allison Longhenry
Deputy Clerk/Treasurer