



Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

Village Board Meeting Agenda Monday, April 14, 2025 at 6:00 p.m. Village Board Room, 316 S. Brad Street

The Village Board of Trustees will discuss the following items and take action as needed:

11. Call to Order; Roll Call; Pledge of Allegiance
22. Appearances:
 - Kianna Lindh, MSA – [2025-2027 TIF Services agreement](#)
 - Scott DeRocker – ATV/UTV run
33. Public Comments: 30 minutes per meeting/5 minutes per speaker. Pursuant to WI Statutes § 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.
44. Correspondence: [Burnett Co Admin](#) newsletter; [NWRPC](#) newsletter; [S E H project](#) update report;
55. Minutes from the following 2025 meetings: [March 10th Administration](#) Committee; [March 10th Village Board](#); [March 24th Administration](#) Committee
66. TLC Liquors, LLC dba Red Stag Saloon – Change of agent from Laura Chamberlin to Troy Chamberlin for [liquor license](#) and [tobacco license](#).
77. Appoint Hank Java to Grantsburg Housing Authority Board of Commissioners to complete an unexpired term to 3/1/2028
88. Staff Reports
 - A. Public Works Director 1) [DPW report](#)
 - B. Police Chief 1) [Police report & graph](#)
 - C. Clerk/Treasurer 1) [License/permits](#) issued 2) [Cash](#) Report 3) [Budget to Actual](#)
 - D. Library Director 1) [Library report](#)
 - E. Fire Assn. 1) Village Rep Trustee Barton's report
99. Committee Reports:
 - A. Administration Committee recommendations:

- 11). Community Center [room divider panels](#)
- 22). Stout Construction – campground [change order 1](#) & [change order 2](#)
- 33). APM plan draft for review & comments

100. THE VILLAGE BOARD WILL CONVENE INTO CLOSED SESSION to perform a 6-month performance evaluation of the Police Chief pursuant to Wis. Stats. 19.85 (1) (c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.”

111. THE VILLAGE BOARD WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2).

122. Any motions needed from closed session

133. Payment of [Bills](#)

144. [Local Government 101](#) - register those interested

155. Trustee reports, concerns, etc. (no action will be taken at this meeting)

16. Adjournment

Sheila Meyer, Clerk/Treasurer

**** Appearance times/agenda order may change at the discretion of the Village Board****

Posted April 10, 2025, Village of Grantsburg website www.villageofgrantsburg.gov , Village Office 316 South Brad Street; Community Center 315 South Robert Street; Grantsburg Public Library 415 S. Robert Street
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The Village Office is handicapped accessible. If you need any other special accommodations please contact the Village Clerk, 316 S. Brad Street, Grantsburg, Wisconsin – (715) 463-2405.



Professional Services Agreement

MSA Project Number: 00509016

This AGREEMENT (Agreement) is made effective 3/10/2025 by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 11 E Marshall Street, Rice Lake, WI 54868

Phone: (715) 234-1009

Representative: Brittney Mitchell

Email: bmitchell@msa-ps.com

VILLAGE OF GRANTSBURG (OWNER)

Address: 316 S Brad St, Grantsburg, WI 54840

Phone: (715) 463-2405

Representative: Sheila Meyer

Email: office@villageofgrantsburg.gov

Project Name: Village of Grantsburg 2025-2027 TIF Services

The scope of the work authorized is: See Attachment A: Scope of Services

The schedule to perform the work is: Approximate Start Date: 3/10/2025
Approximate Completion Date: 12/31/2027

The estimated fee for the work is: \$7,500

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

VILLAGE OF GRANTSBURG

MSA PROFESSIONAL SERVICES, INC.

Terrance J. Kucera

Village President

Date: _____

Brittney Mitchell

Brittney Mitchell

Team Leader Funding

Date: 2/24/2025

OWNER ATTEST:

Sheila Meyer

Clerk

Date: _____

Kianna Lindh

Kianna Lindh

Community Development Administrator

Date: 2/20/2025

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (NON-PUBLIC)

1. **Scope and Fee.** The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), for those services are defined in Attachment A. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the services defined in Attachment A. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. Owner's Responsibilities.

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in Attachment A. The OWNER shall furnish the services of other consultants other than those designated in Attachment 1, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 18% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. **Responsibility For Payment** The person signing this work order is responsible for payment in full. Arrangements for cost sharing with others and subsequent collection of it are the full responsibility of the signer.

5. **Costs and Schedules.** Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

6. **Access to Site.** Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

7. **Location of Utilities.** Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to MSA by others.

8. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

9. **Construction.** When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

10. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

11. **Conduct Expectations.** Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. **Electronic Documents and Transmittals.** Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. **Building Information Modelling (BIM).** For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 12 of this Agreement.

14. **Construction Site Visits.** If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in Attachment A– Scope of Services. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. **Betterment.** If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. **Insurance.** MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER

agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. Indemnification. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21. Accrual of Claims. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if Engineer's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to Engineer.

22. Dispute Resolution. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters thru mediation with a mutually agreed upon mediator. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in this Agreement.

23. Exclusion of Special, Indirect, Consequential and Liquidated Damages. MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. Limitation of Liability. Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. **Successors and Assigns.** The successors, executors, administrators, and legal representatives of Owner and Engineer are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. **Notices.** Any notice required under this Agreement will be in writing and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All such notices are effective upon the date of receipt.

27. **Survival.** Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. **Severability.** Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. **No Waiver.** A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. **State Law.** This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. **Jurisdiction.** OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be in the County, State of the project located.

32. **Lien Notice.** As required by the Wisconsin Construction Lien Law, MSA Professional Services, Inc. Hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on that land and on the buildings on that land if they are not paid for such labor or materials. Those entitled to lien rights, in addition to MSA Professional Services, Inc., are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction and should give a copy of each notice received to the mortgage lender, if any, MSA Professional Services, Inc. Agrees to cooperate with the owner and the lender, if any, to see that all potential lien claimants are duly paid.

33. **Understanding.** This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

**ATTACHMENT A:
SCOPE OF SERVICES**

Scope of Service: TIF Planning and Consultant Services, as authorized by the Village

SECTION 1: TIF Planning and Consultant Services

1A: Basic TIF Services

1. Ongoing assistance with TID planning, including cash flow analysis for current TIDs, and project planning.
2. Conduct meetings with Village staff and the Board related to findings of TID planning.
3. Provide assistance with drafting, reviewing, and negotiating Developers Agreements (Final Development Agreements will need to be reviewed and approved by the Village Attorney).
4. Assist in holding the annual Joint Review Board Meeting to fulfill the requirement of Act 257. If the creation of a TID occurs in that same year, Act 257 will be covered under the TID Creation Services contract.

1B: Additional Services

1. Provide additional TIF services as requested by the Village, not included in Section 1A. These services will be billed at the standard hourly rate.

ATTACHMENT B: RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Administrative	\$ 85 – \$154/hr.
Architects	\$ 85 – \$198/hr.
Community Development Specialists	\$137 – \$198/hr.
Digital Design	\$115 – \$151/hr.
Environmental Scientists/Hydrogeologists	\$110 – \$193/hr.
Geographic Information Systems (GIS)	\$100 – \$193/hr.
Housing Administration	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators	\$110 – \$160/hr.
IT Support	\$175 – \$193/hr.
Land Surveying	\$ 85 – \$198/hr.
Landscape Designers & Architects	\$ 85 – \$220/hr.
Planners	\$ 85 – \$215/hr.
Principals	\$225 – \$314/hr.
Professional Engineers/Designers of Engineering Systems	\$155 – \$204/hr.
Project Managers	\$120 – \$248/hr.
Real Estate Professionals	\$140 – \$193/hr.
Staff Engineers	\$ 85 – \$149/hr.
Technicians	\$100 – \$151/hr.
Wastewater Treatment Plant Operator	\$ 92 – \$118/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Specs/Reports	\$10
Copies	\$0.14/page
Plots	\$0.01/sq.in.
Flash Drive	\$10
GPS Equipment	\$20/hour - \$10.75/hour for DOT
GPS R2 Equipment	\$20/hour - \$2/hour for DOT
Dini Laser Level	\$85/per day
Mailing/UPS	At cost
Mileage – Reimbursement	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle	\$0.70 mile standard/ \$0.69 mile for DOT
Nuclear Density Testing	\$30/day
Organic Vapor Field Meter	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment	\$20/hour - \$10/hour for DOT
Stakes/Lath/Rods	At cost
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost
Geodimeter	\$30/hour
Drone Flight	\$375/flight - \$360/flight for DOT

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2025.



County Administration Newsletter

Vision & Stewardship

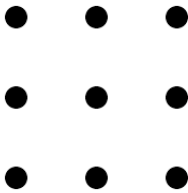
Issue 126

March 2025

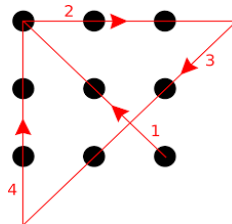
Administration

We often hear the phrase, “outside the box”. From politicians to business executives, the phrase (over-used by some) is still incredibly relevant in both our personal and professional lives. Whether we are trying to determine new constructive ways to assist our children with a behavioral issue to designing a more effective way of plowing roads, *thinking differently* or “outside the box” is a critical skill that must constantly be honed.

While no one seems to know the exact person that coined the phrase, it is best associated with the nine dot puzzle created in the 1960’s. That puzzle, shown below, is provided with the instructions to link all 9 dots using four straight lines or fewer, without lifting the pen and without tracing the same line more than once.



The most often used solution, shown below uses 4 lines.



Voila! “Outside the box”

Thinking *differently*, or “outside the box” was the impetus to the County’s Leadership through Effective and Efficient Designs (LEEDs) award. This year marks our 10th year of the Burnett LEEDs Award. A few previous winners provided updated communications for those seeking County Land Use permits, inventory management system for the Highway Department, as well as a camper cabin now in use by visitors to our County. These programs worked to save taxpayers resources, enhance services, and increase non-property tax revenue. I am excited to review the ideas that will come about this year! Please see the last two pages of the newsletter for more details on this award program and good luck as you prepare and submit your idea!

-Nate



Forestry

NEW RESERVATION SYSTEM FOR BURNETT COUNTY FOREST & PARKS

The Burnett County Forest & Parks Department has recently switched to a new reservation system for our primitive campsites and camper cabin. We are pleased to announce that we have decided to go with Firefly Reservation for the booking of our campsite and camper cabin reservation. We will no longer be using Air B&B for reservations. Please use one of the following links to book your reservations when staying at one of our sites.

Camper Cabin:

<https://app.fireflyreservations.com/reserve/property/BURNETTCOUNTYFORESTPARKS>

Keizer Area Campsites:

<https://app.fireflyreservations.com/GuestPortal/Property/BURNETTCOUNTYFORESTKEIZERAREACAMPSITES>

Or you can find the portal to these reservation sites on our webpage at the following address as well.

<https://www.burnettcountywi.gov/1278/Cabin-and-Campsite-Reservation-Portal>

Our goal in switching reservation systems is to create a more user-friendly experience when making reservations as well as allowing better and more direct communication with our customers. Giving them the opportunity to ask questions directly to us during normal working hours. Our hope is that this will lead to a better camping experience for our users as well as provide an easier format for us to work with.

We do expect a few bumps in the road as we implement this new system and get to know it's capabilities, but we are confident that this new system overall will lead to a better experience for our customer. So, if you are making reservations with us through our new system, we do welcome feedback, both positive and negative, on how it went for you so we can work to make the necessary changes to make things run smoothly.

Have a great spring. We are looking forward to having you visit Burnett County.

Sheriff

Over the last few months we have been seeing more and more real estate scams. Real estate agents have been receiving calls for a “quick sell” on parcels of land. The “seller” is not the actual seller, but an unknown 3rd party. This “seller” cannot be tracked as they are out of state or out of the country using phone numbers that do not track back to them. There are also people out there that will get into shady real estate deals involving land contracts that make it impossible for the purchaser to ever get out of the contract.

The property fraud alert is something we have put out on our Facebook account. I can say this does work as it alerted me on legitimate property changes that were made on my own land.

When dealing in land, know who you are working with. Put in some research prior to a purchase and use certified agents. Know what activity is real and isn't on your property. These scams can feel very real and before you realize it things are too late. If a person or company is pressuring you to act quickly or a deal seems too good to be true, it is likely a scam.



Health and Human Services

Burnett County Health and Human Services: Growing a Better Tomorrow for All Children

April is Child Abuse Prevention Month, a time to raise awareness and promote efforts that help children grow up safe, supported, and loved. Burnett County Health and Human Services joins communities across Wisconsin in standing with families and working to protect children from harm.

“Growing a Better Tomorrow for All Children, Together,” reminds us that everyone has a role in building stronger families and safer communities.

Why Prevention Matters

Child abuse and neglect can have lasting impacts on a child’s development, health, and future. But abuse is **preventable**. Prevention begins with **strong families, supportive communities**, and access to **resources** that reduce stress and build resilience.

Focusing on Protective Factors

Research shows that families are stronger and children are safer when the following **Protective Factors** are in place:

- **Parental Resilience** – Managing stress and recovering from challenges
- **Social Connections** – Supportive relationships with friends and family
- **Knowledge of Parenting and Child Development**
- **Concrete Support in Times of Need** – Access to food, housing, health care, etc.

Social and Emotional Competence of Children – Helping children express emotions and develop relationships

Burnett County HHS promotes these protective factors through parenting resources, behavioral health services, child welfare programs, and community partnerships.

How You Can Help

- **Wear Blue on April 4** to show your support for prevention.
- **Plant a pinwheel** – the national symbol of a happy, healthy childhood.
- **Reach out to families** – a kind word or helping hand can make a big difference.

Support family-focused policies. Contact your legislators to advocate for policies that strengthen families, such as affordable child care, paid family leave, mental health crisis funding, Medicaid expansion, Birth-to-Three services, and early childhood education.

Need Help or Want to Learn More?

□ **Burnett County Health & Human Services** – (715) 349-7600 □ **www.burnettcounty.com**

Together, we can create a safer, healthier Burnett County where every child has the opportunity to thrive. **Prevention starts with all of us – let’s nurture families and protect childhoods.**

Highway

As new employees start at highway the first thing we discuss is trying to cover all of the training they need to start and be in stride with the rest of the crew. There are many areas that training needs to happen and some require certificates with follow up 1-3 years later. Recently our two newest members to the highway department Sam Asklund and David Marx entered in to the wild world of different levels of training. One of the areas that these two needed to complete is chain-saw training. Counties around will ask each other if anyone is doing any chainsaw training and if they are we try to sign up people to fill up a class.

This year when the questions was asked nobody was hosting a class which had us thinking at Burnett why don't we host one and have Jim Olive from Chainsaw Specialties come and teach the training. We let other counties know that we were going to be hosting and counties such as Douglas, Ashland, Sawyer, and Bayfield sent their new employees to the training. As we prepared for the training we thought about the townships/villages and their workers as well. The townships/villages that have employees go through the same type of environment and work as highway and we felt they should have an opportunity for this type of training as well.

When we spoke with Jim about scheduling he had an opening on February 4th and February 25th so we booked him for both and reached out to all of the towns and villages to see if they wanted to send their employee to complete this training. The class size ranges from 15-20 and we were able to fill them with our own employees and the counties I mentioned for the first class and had Webb Lake, Swiss, Jackson, West Marshland, Meenon, Village of Grantsburg, Wood River, Daniels, Siren, Village of Siren, Lafollette,

Dewey, Anderson and Trade Lake show up for the training. I know most everyone knows how to run a chainsaw but if anything were to occur, the first question asked is, "did the individual have his safety gear and were they properly trained?"

Going forward Highway will continue to provide trainings not only to our staff, but also to provide opportunities for municipal employees as well.



Treasurer



Please pass the word!

We recently added the Unclaimed Funds lists to our website. Please visit our website to see if you have any unclaimed monies coming.

There are two lists you can check:

1. Stat. 59.66 Unclaimed Funds Listing
2. Outstanding Check Listing



If you find yourself on the list, please complete the appropriate Reimbursement Form and submit to the Treasurer's Office.

[WI Stat 59.66 Unclaimed Funds](https://burnettcountywi.gov/1276/Unclaimed-Funds)

ADRC

Tax Assistance Resources

AARP Tax Aide Program

888-227-7669 or https://www.aarp.org/money/taxes/aarp_taxaide/

Free tax help to primarily seniors but will help low-income adults needing assistance.

IRS Free File Software

<https://www.irs.gov/>.

Free federal return filing online for individuals with adjusted gross income of \$66,000 or less. Eligibility varies with each company.

IRS Volunteer Income Tax Assistance

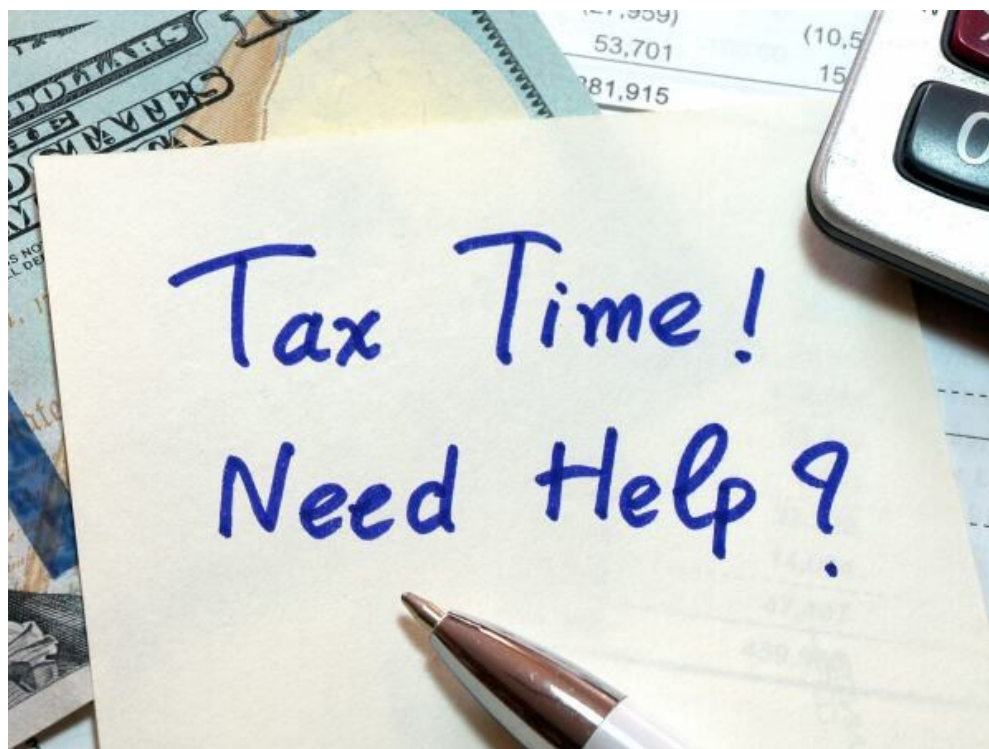
800-906-9887 or <https://www.irs.gov/individuals/free-tax>

Free tax help to people who make less than \$60,000 annually, persons with disabilities, and limited English-speaking taxpayers who need assistance.

Wisconsin Housing and Economic Development Authority

800-755-7835 or www.wheda.com

A property tax deferral loan program to homeowners at least 65 years of age, have an income at or below \$20,000, and lived in the unit for at least 6 months.



Congratulations!

NICOLE ROSSOW ADRC REGIONAL DIRECTOR



ABOUT ME

Hello! My name is Nicole Rossow and with our fearless leader Laura's retirement, I have been provided the opportunity to lead our Aging and Disability Resource Center as the new Regional Director. Although this is a new role for me, I am no stranger to the ADRC of NW WI. I began my journey with the ADRC of NW WI in 2015 as an Information and Assistance Specialist, shifting to a supervisory role in 2020 and then a manager role in 2023. Not only have I had the pleasure of serving the Burnett and Polk County communities throughout my 15-year Social Work career, I also grew up in Burnett County so I am very familiar with what our beautiful landscape has to offer. I enjoy bonfires, hiking, reading, and maple sugaring with my husband, Steve, and our 3 children, Gage, Beau and Finnley.

Nicole Rossow

Welcome!

WELCOME TO OUR TEAM



Colleen Methner

WITH 10 YEARS PREVIOUS EXPERIENCE IN HEALTH & HUMAN SERVICES IN ANOTHER COUNTY IN MINNESOTA, I'M EXCITED TO JOIN BURNETT COUNTY AS AN ECONOMIC SUPPORT SPECIALIST. I LOVE HELPING PEOPLE. I AM MARRIED TO MY HUSBAND MIKE AND WE HAVE 3 ADULT MARRIED KIDS, 3 GRANDKIDS AND ANOTHER COMING LATER THIS YEAR. I CURRENTLY LIVE IN OSCEOLA, WI AND WE HAVE A CABIN UP HERE IN BURNETT COUNTY AND LOVE WHAT THIS AREA HAS TO OFFER.

Welcome!

Welcome to our team



**Deputy Medical
Examiner**

**Melissa
McQuay**



Hello. My name is Melissa McQuay. I have lived in Burnett County 43 years. I am retired from Polk County Department of Children and Families. I still work as the clerk for the Town of Sterling. I graduated from WITC as a certified Medical Technician and worked in death and crime scene clean up some years back. I have 2 grown children and 3 grandchildren. I enjoy fishing and camping and just hanging out with the grandchildren. I will do my best for Burnett County in a time of stress and grief for the residents.

Welcome!

Welcome To *The Team*

Hi I'm Elise, a busy mom of 3. When I'm not working I'm spending time with the kids and our dog Bingo! We are always on the go, usually to sporting, school, or theatre events. This job is very different than managing a thrift store, but I'm enjoying this change!

*Elise
Eichman*





Saturday, April 26, 2025

Expired or unused medications pose a public safety risk. Drop off for free on:

Drug Take Back Day

April 26, 2025

9 AM - 12 PM

Burnett County Locations

Burnett Medical Center

257 St. George Ave

Grantsburg



St. Croix Casino Danbury

(Parking Lot)

30222 WI 35

Danbury



For the April 26 Drug Take Back Day only!!

You can also drop off sharps:
Needles, syringes and/or
diabetic lancets in:

--specific sharps containers
from hospitals or
pharmacies

--hard plastic containers
with lids



Items accepted:

Capsules

Creams

Inhalers

Non-aerosol sprays

Ointments

Patches

Pills

Vials

Liquids must be in their
original container.

Pet medications are
accepted.

Items NOT accepted:

Illegal (Schedule I) drugs

Medical devices, Batteries

Aerosol cans

Chemicals

Iodine containing medications

Mercury-containing devices

Radiopharmaceuticals

Liquid antineoplastic agents
(Such as chemotherapy drugs
and cytotoxic drugs)

Personal care products
(shampoo, soap, sunscreen,
etc.)

Unable to drop off on April 26?

**Burnett County Permanent Prescription
Medication Drop Box Locations**

Burnett Medical Center

257 W. St. George Ave

Grantsburg, WI 54840

(Also accepts sharps year round.)

St. Croix Tribal Police

Department (24/7 access)

24663 Angeline Ave.

Webster, WI 54893

Burnett County Government Center

(Sheriff's Dept entrance)

7410 County Road K

Siren, WI 54872

(Also accepts sharps year round.)



Public Health
Prevent. Promote. Protect.
Burnett County



Burnett County LEEDs Program

Focusing on effective and efficient government is important at all levels. While managers and administrators are hired to provide leadership through a variety of situations, they sometimes overlook one of the most important assets of service delivery: those who are actually delivering the service. Deputies, social workers, account clerks, mechanics, foresters, jailer/dispatchers, equipment operators, and many others are the ones who carry out the budgeted activities. These staff members are often the first and last point of contact for many residents and is where we should focus resources to best meet the challenge of effective and efficient service delivery. Asking these employees to step up and LEED can be the difference we need to prepare for the future.

Leadership through Effective and Efficient Designs (LEEDs) is intended to incentivize non-supervisory employees to think about the processes of their work. Thinking about their tasks in the context of not only their department, but also the organization may lead to a new process for the delivery of services. Through Burnett County LEED's Program, employees are encouraged to generate ideas that make their department(s) or areas of impact more effective and efficient. Few guidelines create the space for imaginative thought.

Program Guidelines and Process:

- Open to all non-supervisory employees
- Teams must consist of at least two employees or more
- Teams can be within one department, or work with colleagues in another department
- Ideas must be proven net-neutral, in terms of cost, within two years after implementation. For example, if the idea is to use a new software program and the program costs is \$10,000, the team should provide the analysis that proves how the organization will recoup the cost of the original program through efficiencies within the department(s).
- Ideas must be submitted to the County Administrator by July 1st
 - Once Submitted, the Administrator's review committee will review all ideas
 - Teams will be selected to present their idea to the review committee
 - Review committee will select the winning team by September 1st
 - Winning team will share the performance dollars established annually

2025 Employee Performance Amount: \$5000



Northwest Regional Planning Commission

NWRPC

Keeping your Future as our Focus

1400 S River St. Spooner, WI 54801

Volume 1, Issue 1 April 2025

WATER RESOURCE PLANNING

MAKING A LASTING IMPACT ON WATER QUALITY



Kyle and Megan Sorensen & their dog Eddy

Water Resource Program

Megan Sorensen

The Northwest Regional Planning Commission (NWRPC) is excited to introduce its new Water Resource Program. This program is designed to assist local lake and watershed groups with aquatic plant management planning, comprehensive and strategic planning, grant writing, education, and capacity building. This initiative aims to support lake and watershed groups in securing funding for vital conservation efforts, ensuring the long-term health of our region's cherished water bodies. Since launching the program, NWRPC has already helped local water groups secure more than \$275,000 in funding to support water quality improvements, shoreline restoration, aquatic invasive species management, and other critical environmental projects.



<https://northwoodswisconsin.com/northern-wisconsin-area-information/>

Guidance for Grants

Many lake organizations face challenges navigating the complex grant application process and developing long-term strategies for protecting their lakes. Through this program, NWRPC provides expert guidance to help groups identify funding opportunities, develop strong project proposals, and implement sustainable water resource plans tailored to their unique needs. This program fills a crucial gap for many lake associations that have the passion to protect their lakes but may lack the technical expertise or

resources to secure funding. We are excited to help local groups turn their ideas into action and make a lasting impact on water quality in our region. If your lake or watershed group is looking for assistance with planning or grant writing, NWRPC is here to help. To learn more about the Water Resource Program and how we can support your organization's efforts, contact Megan Sorensen at msorensen@nwrpc.com. Together, we can ensure that our region's lakes remain healthy and vibrant for generations to come!

Thank you for your continued service to NWRPC

Sheldon Johnson - Executive Director

Megan Sorensen - Community Development & Water Resource Specialist

31 Years (May)

3 Years (June)

For more information on services and opportunities offered by NWRPC visit nwrpc.com or email info@nwrpc.com for specific service details.



GRANTSBURG PROJECTS MONTHLY UPDATE REPORT

March 28, 2025

Copies to: Sheila Meyer, John Erickson and Allison Longhenry (Village of Grantsburg)
Dan Penzkover, Bryan Cunningham, Jeremiah Wendt, Derrick Bacha, Jeff
Nussbaum, Jana Nyhagen, Renee Cance, Brea Grace and Henry Elling (SEH)

I. Industrial Park Project

- A. All work has been completed. McCabe notified that the Lift Station control panel and other components will be installed soon and will coordinate with SEH and the Village to coordinate best time for start-up and final clean-up.
- B. SEH provided Sheila with final signatures and documentation for EDA.
- C. SEH finished the as-built record drawings and emailed to the Village on Feb. 28th.

II. WWTP/Main Lift Station Project

- A. Submitted the Facility Plan to DNR for review (May 2024)
- B. Submitted Clean Water Fund (CWF) and CDBG funding applications (May 2024)
- C. Plans and specs submitted to DNR (May 2024)
- D. SEH provided a final design/bidding/construction proposal that was approved by the Village Board on Feb. 26th.
- E. Brea provided Sheila a no cost amendment to adjust the timeline for the funding work, that was presented to the Village Board for action at the March 10th meeting.
- F. Work is ongoing to complete the final plans, specifications and bidding documents.
- G. The bid opening is scheduled for 2:00 PM on Tuesday, April 29th.

III. Memory Lake Aquatic Plant Management (APM) Plan

- A. The final draft of the APM Plan is due to WDNR on May 1, 2025.
- B. Sheila is assisting with providing information needed for the APM plan.

IV. Campground Expansion/Stewardship Project

- A. DNR Stewardship grant end date is June 2026.
- B. Stout Construction is agreeable to cost savings measures and a Work Change Directive will be completed by SEH to formalize.
- C. SEH revised shop drawings and is awaiting start date from Stout.

V. James & Johnson Street WisDOT STP-R Project

- A. Final PS&E documents were submitted to WisDOT on February 1, 2025, and WisDOT is reviewing prior to bidding.
- B. WisDOT LET date is May 13, 2025, and construction to follow in summer 2025.
 - a. NWBE will be the construction project manager for WisDOT.

VI. STH 70 (State Line to 350' East of Johnson St.) WisDOT Paving Project

- A. Construction currently proposed in 2031
- B. Dan spoke with John to discuss watermain/utility needs on Dec. 3rd and Dan contacted WisDOT and emailed their response to the Village.

VII. Water Pilot Study Results

- A. SEH submitted the ITA/PERF for the project to WDNR in October 2024.
- B. SEH is currently making minor revisions to the study per DNR comments.
- C. SEH SLA proposal for preliminary engineering work was approved by the Village Board on Feb. 26th.
- D. A kick-off meeting with Village/SEH staff will be scheduled for mid-April.

VIII. Water Tower Rehabilitation Projects

- A. SEH submitted an ITA/PERF for the work to WDNR in October 2024



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



Village of Grantsburg

Village Board of Trustees Meeting

Monday, March 10, 2025

The Board of Trustees for the Village of Grantsburg met on Monday, March 10, 2025, at 6:00 p.m. in the Village Board Room, 316 S. Brad Street, Grantsburg, Wisconsin.

Present: President Terrance Kucera, Trustee Greg Peer, Trustee Diane Barton, Trustee Leo Janke, Trustee Hank Java, Trustee Rick Lindberg. Absent: Trustee John McNally

Others: Police Chief Jared Woody, Director of Public Works John Erickson, Deputy Clerk/Treasurer Allison Longhenry, Library Director Lynett Yoerg, Greg Marsten-Burnett County Sentinel, Dan & Dawn Kegley-REM Inspecting LLC, Brent Blomberg, Harlan Prine

Call to Order. President Kucera called the Village Board meeting to order at 6:00 p.m. Clerk/Treasurer Meyer conducted roll call. The pledge of allegiance was recited.

Public Comments. Harlan Prine, 128 W. Madison Avenue appeared to express his concern and frustration with snow that is being removed from the four businesses east of his property. The snow is being pushed into a pile east of his property and remains there until it melts. President Kucera informed Prine the Board could not act on this now but if he wanted to be on the agenda for a future meeting, he should call the Village Office.

Correspondence. Included in the Trustee packets were the Burnett County Administration newsletter, a monthly project update report from S E H, a flyer for Securing Burnett County's Future seminar, and the property account detail for the Burnett County Agricultural Society Fair Association.

Minutes. President Kucera asked if there were any changes, corrections or additions to the minutes presented from the following 2025 meetings: February 10th Administration Committee, February 10th Village Board, and February 26th Special Village Board. None were proposed.

Minutes were accepted as presented.

REM Inspecting LLC. Dan and Dawn Kegley, owners of REM Inspecting, LLC reported on the 2024 Uniform Dwelling Code (UDC) permits in the Village. They issued 1 permit for a new dwelling and there are 2 permits still open from 2023.

SEH Clean Water Fund Application/Administration Contract Amendment. An amendment was submitted by Brea Grace, SEH, to update the dates on the previously approved contract. **Motion by Trustee Janke second by Trustee Java to approve Supplemental Letter**

Agreement Amendment No. 1 updating the dates from the Agreement dated and approved on February 23, 2023, for the Application and Administration of the WDNR Clean Water Fund Loan Program for the Wastewater Treatment Plant Improvements project. Motion passed unanimously.

STAFF REPORTS

Public Works 1) DPW Erickson presented his report informing the Trustees of items the Village crew has been working on since the last board meeting. Erickson reported on a previous discussion about jake brakes being used on State Highway 70 through the Village. The Village has an Ordinance that prohibits the use of jake brakes within the Village, but DPW Erickson was told by WI DOT it is not illegal on State Highways. The Board decided to leave the existing Ordinance as is.

Police Chief Woody presented his police report and graph. Chief Woody reported Officer Getts and Officer Tyler are registered for some training during March, the Explorer has been taken out of service, is getting all police equipment removed, and will be sold on WI Surplus once this is completed. Chief Woody also reported he has hired 2 part-time transport officers that will be doing transports, when needed.

Clerk/Treasurer C/T Meyer presented the licenses and permits report showing one operator license issued since the last meeting, the cash report showing a checking account balance of \$136,558.49 after all vouchers are paid, and a Treasury account balance of \$601,225.05. C/T Meyer also provided an Actual to Expected report showing revenues and expenditures to date compared to the 2025 budget.

Library 1) Library Director Yoerg presented the monthly Library report showing February activities and upcoming March programs.

Fire Assn. Village Rep Trustee Barton reported that Cory Barnette was re-elected as Fire Chief. The current roster is 17 firefighters after 1 retired 12/31/2024. There were 199 calls in 2024 compared to 166 in 2023.

COMMITTEE REPORTS

Administration Committee

- 1) Community Center rental agreement with Grantsburg School District. C/T Meyer explained the School Board's requested changes to the second draft agreement the Village sent to the school. They asked for clarification on the CPI increase, that language be added to ensure the Village would not terminate the lease to displace the gymnastics team while they are in season, remove the room divider panels as an item the School would have to repair from excessive wear and tear, add language that if the School paid for a full quarter and the lease were terminated prior to the end of that quarter, the Village would issue a refund to the School, and that language be added to other rental

agreements stating the gymnastics equipment is off limits and any damage to the equipment would be the renter's or the Village's responsibility to repair. The committee recommended the Village Board approve a draft agreement C/T Meyer had prepared clarifying the CPI paragraph, changing the repair from excessive wear and tear to periodically vacuuming the panels, adding that all efforts will be made to not interrupt the high school gymnastics season if terminating the lease and clarifying that a refund would be issued to the School if the lease were terminated mid quarter. **Motion by Trustee Peer, second by Trustee Lindberg to approve the revised Community Center rental agreement with the Grantsburg School District for a five-year term from January 1, 2025 to December 31, 2029, at a yearly rental fee of \$3,500 plus \$1,200 for rental of Storage Room #2 (increased by CPI yearly) and to pay \$6,000 toward the purchase of \$9,000 room divider panels purchased by the Village. Motion passed with Trustee Java abstaining.**

- 2) Street closure/signage a) Rock the Block April 12th. The Administration Committee approved the street closure request for Rock the Block on Saturday, April 12, 2025, from noon to 8:00 p.m. b) BMC 5k and 10k June 17th. The Administration Committee approved safety signage be placed on Village streets for the BMC Go for the Gust Race on June 7, 2025.
- 3) Code of Ordinance changes to Chapter 330-17. C/T Meyer explained Ordinance Chapter 330 Article I. Licenses and Permits §330-17 Outdoor sports activities and beer/beverage gardens. is no longer used since alcohol license holders are now able to include their outdoor patios on the liquor/beer license applications as consumption areas. **Motion by President Kucera, second by Trustee Janke to repeal § 330-17 of the Village Code of Ordinances effective immediately. Motion passed unanimously.**
- 4) Public Works a) Stump pile. DPW Erickson explained there is very little room left to accept stumps at the brush site. He received a quote from Ray Rumpke's Stump Grinding to grind the current pile for a cost of \$50,000. The Administration Committee recommends not accepting stumps for now. The Village Board agreed. b) Line painting. DPW Erickson informed the Board that line painting costs increased to \$10,850 from the 2024 cost of \$7,000. Options for spray machines were presented, and the Administration Committee recommends purchasing a sprayer so the Village crew can do the line painting as needed. Trustee Janke questioned whether the Village crew had time to paint the lines. **Motion by Trustee Barton, second by Trustee Java to authorize DPW Erickson to purchase the 5900 Series Spray Painter at a cost of \$11,706.25. Motion passed 4 to 2 with President Kucera and Trustee Janke voting nay.**

Bills Motion by Trustee Janke, second by Trustee Java to approve payment of the bills as presented:

Checks #36285-36332	\$953,716.05
Payroll vouchers V9340-9374,16746-16752	\$38,444.21
ACH/EFTPS payments	\$75,833.92
Total	<u>\$1,067,994.18</u>

Motion passed unanimously.

Trustee reports, concerns... Trustee Peer talked about a report he received from Richard Hartman, Burnett County Economic Development Director regarding affordable housing in Burnett and Polk counties titled Forward Analytics Document Spotlighting – Is Home Affordability Out of Reach? The information showed the median home price in Burnett County in 2024 as \$301,250 compared to Polk County at \$300,000. The median household income in Burnett Co was \$78,296 and in Polk Co \$69,230. Both counties had an affordability index number that classified them as unaffordable for a 30-year mortgage. The Trustees asked to be emailed the link to the report.

Adjournment The Village Board meeting was adjourned at 7:00 p.m.

Sheila Meyer
Clerk/Treasurer



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Administration Committee Meeting Minutes

The Village Administration Committee met on Monday, March 24 at 4:00 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
Chief Jared Woody
Officer Bridget Getts
Officer Andrew Tyler
Nathan Miller, Weld Riley
Aaron Bembinster, Local 662 Teamsters Union

President Kucera called the Administration Committee Meeting to order at 4:00 p.m. The Pledge of Allegiance was recited.

THE ADMINISTRATION COMMITTEE WILL CONVENE INTO CLOSED SESSION pursuant to Wis. Stats. 19.85 (1) (e) to discuss matters pertaining to a collective bargaining agreement which for competitive or bargaining reasons requires a closed session.

Motion by Trustee Peer second by Trustee Java to convene into closed session. Motion carried.

THE ADMINISTRATION COMMITTEE WILL RECONVENE INTO OPEN SESSION pursuant to Wis. Stats. 19.85 (2).

Motion by Trustee Java second by Trustee Peer to reconvene into open session. Motion carried.

Any motions needed from closed session.

No motions made from closed session.

The meeting was adjourned at 8:41 p.m.

Allison Longhenry
Deputy Clerk/Treasurer

Alcohol Beverage
Appointment of Agent

Date

Agent Type (check one)

☐ Original (no fee)☒ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

TLC Liquors LLC

2. Business Trade Name or DBA

Red STAG SALOON

3. Entity Type (check one)

☒ Limited Liability Company☐ Corporation☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

T102324

6. Describe the reason for appointing a successor agent, if successor is checked above.

CHANGE OF OWNERSHIP Through Court order

Part B: Agent Information

1. Last Name

Chamberlin

2. First Name

Troy

3. M.I.

C

4. Email

BMW RACER66@ME.COM

5. Phone

612.270.1097

6. Home Address

980 Brave Dr

7. City

Somerset

8. State

WI

9. Zip Code

54025

10. Date of Birth

03/07/73

11. Drivers License/State ID Number

C516-8037-3087-01

12. Drivers License/State ID State of Issuance

WI

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

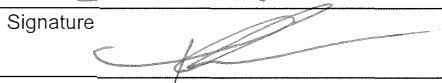
Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name CHAMBERLIN		First Name Troy		M.I. C
Title COO	Email BMW RACER66@ME.COM		Phone 612-220-1027	
Signature 			Date 3/8/25	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name CHAMBERLIN		First Name Troy		M.I. C
Signature 			Date 3/18/25	

Form
CTV-102

**Cigarette, Tobacco, and Electronic Vaping Device
Appointment of Agent**

Date

Agent Type (check one): ☐ Original ☒ Change ¹⁰

Part A: Agent Information

1. Last Name Chamberlin	2. First Name Troy	3. M.I. C
4. Email BMW RACER66@me.com	5. Phone 612-270-1077	
6. Home Address 980 Braut Dr		
7. City Somerset	8. State WI	9. Zip Code 54025
10. Date of Birth 03/07/73	11. Drivers License/State ID Number CS16-8037-3087-01	12. Drivers License/State ID State of Issuance

Part B: Questions

1. Have you completed Form CTV-101, *Cigarette, Tobacco, and Electronic Vaping Device - Individual Questionnaire*? Submit a completed Form CTV-101 with this form. ☒ Yes ☐ No
2. If this is a change of agent, please describe the reason for the agent change. Attach additional sheets if necessary.
CHANGE OF OWNERSHIP

Part C: Business Information

1. Legal Business Name (individual name if sole proprietor) TLC Liquors LLC		
2. Business Trade Name or DBA Red Stag Saloon		
3. Entity Type (check one) ☒ Limited Liability Company ☐ Corporation		
4. Premises Address 101 W MADISON AVE		
5. City Grantsburg	6. State WI	7. Zip Code 54840

Part D: Attestations

READ CAREFULLY BEFORE SIGNING: I, the Licensee or Permittee, authorize the above-named individual to act for the above-named corporation or limited liability company with full authority and control of the premises and of all business relative to cigarettes, tobacco products, and/or electronic vaping devices conducted therein. I certify that I am authorized by the entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature of Licensee or Permittee (officer, member, or authorized signatory) 	Date 3/18/25
Name of Person Signing Troy Chamberlin	Title COO

READ CAREFULLY BEFORE SIGNING: I, the Agent, hereby accept this appointment as agent for the above-named corporation or limited liability company and assume full responsibility for the conduct of all business relative to sales of cigarettes, tobacco products, and/or electronic vaping devices conducted on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this form, and that any person who knowingly provides materially false information on this form may be required to forfeit not more than \$1,000 if convicted.

Signature of Agent 	Date 3/18/25
---	-----------------

Form CTV-102 Instructions

Appointment of Agent

Who must complete Form CTV-102?

Corporations and limited liability companies (LLCs) must appoint an agent that takes responsibility for the licensed or permitted premises where business activities relative to cigarettes, tobacco products, and/or electronic vaping devices are conducted.

Where do I submit Form CTV-102?

Submit this form with your application for a retail license (CTV-100) or a permit (CTV-200), or submit it separately to report a change in appointed agent.

- For retail licenses, submit this form to the clerk of the municipality in which the applicant business is located.
- For permits, submit this form to the Department of Revenue at the mailing address shown below.

Specific Instructions

Date:

Date you are preparing this form using the format MM/DD/YYYY.

Agent Type:

Select original appointment if you are appointing an agent with your license or permit application (Form CTV-100 or CTV-200). Select change if you are reporting a change of agent.

Part A: Agent Information

Provide all requested personal information for the appointed individual.

Part B: Agent Questions

- These questions should be answered by the appointed individual.
- Question 1: Submit a completed Form CTV-101, *Individual Questionnaire*, with this form.
- Question 2: Describe the reason why the business entity must appoint a new agent.
 - Examples include: the previous agent is no longer an employee of the entity, the previous agent is no longer eligible to be an agent of the premises, the previous agent was not responsive to business needs.

Part C: Business Information

- Box 1: Enter the legal business name.
- Box 2: Enter the trade name or "doing business as" name, if different than the name in box 1.
- Box 3: Check one entity type in to indicate how the business is legally organized.

Note: This business information must match the information on the license or permit application (Form CTV-100 or CTV-200) or match the name on the issued license or permit if reporting a change of agent.

Part D: Attestations

- An authorized representative of the licensee or permittee should read the first attestation carefully and sign to acknowledge the appointment of this agent.
- If the business in Part C is a corporation, the attestation must be signed by an authorized corporate officer or director.
- If the business in Part C is an LLC, the attestation must be signed by an authorized LLC member (i.e., managing member).
- The agent should read the second attestation carefully and sign to accept the appointment.
- An authorized representative of the licensee or permittee may appoint themselves as the agent by signing both attestation sections.

Public Works Report April 14th, 2025

Machinery: The new Dodge has arrived, we are waiting for tool boxing and lighting supplies to arrive and then be scheduled a date for installation.

Campground/Parks: The campground is now open and ready for campers, Pickleball courts are up, some paint is peeling up and is being looked at the surfacing company.

Staff: Myself and Kurt attended the Wisconsin rural water association conference the week of the March 24th.

Streets: New street signs and stop signs are up at Peer St and N. Park St. also 5 new stop signs have been replaced throughout the village. We have started sweeping streets, some patching has been started, spring banners are up, and main street benches are out.

Water: Spring hydrant flushing has started. 166 total hydrants throughout the village.

Director of Public Works

John Erickson



Grantsburg Police Department

Law Total Incident Report, by Nature of Incident

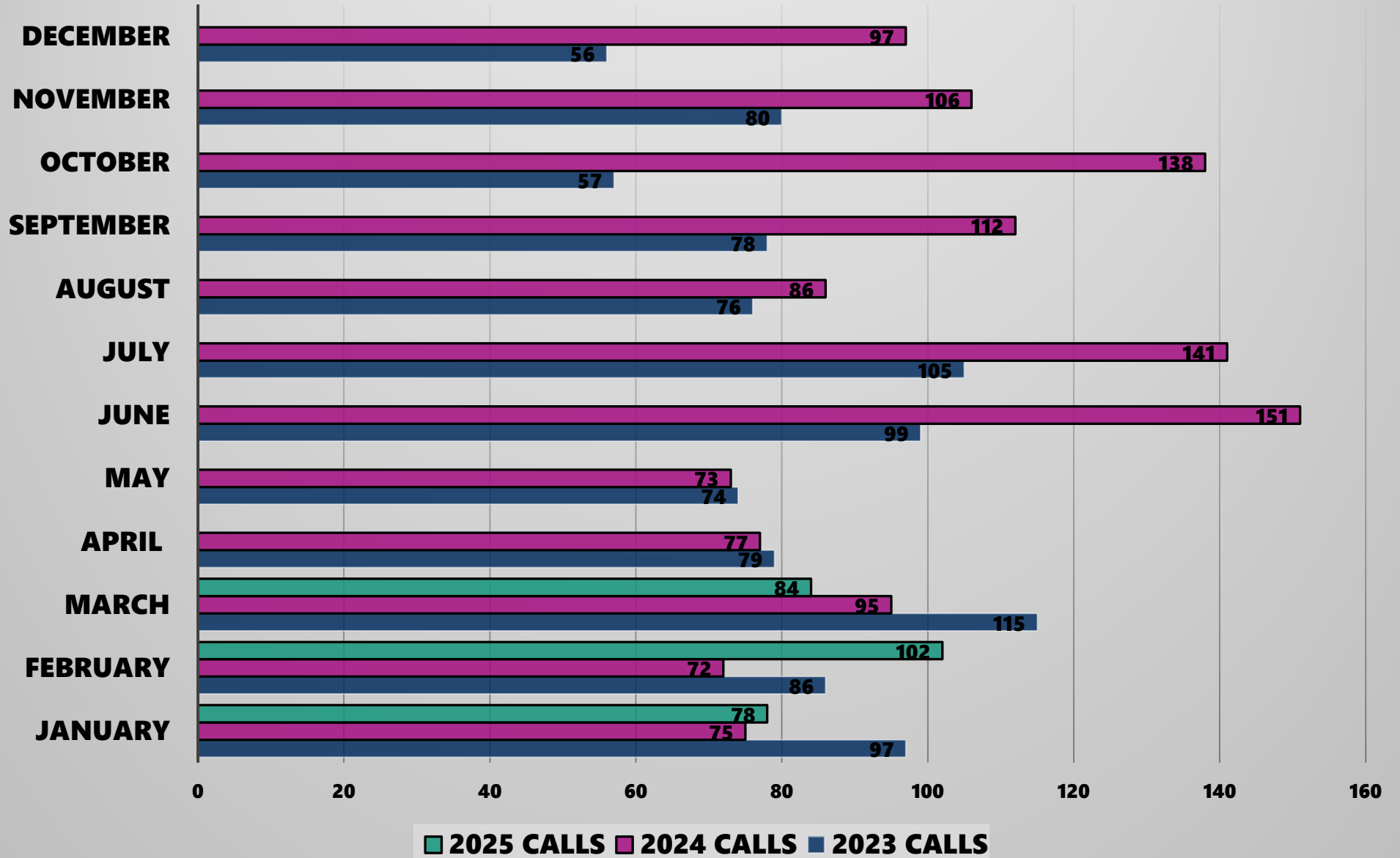
<u>Nature of Incident</u>	<u>Total Incidents</u>
911 Hang Up	1
Acc Prop Damage- MV	2
Alarm	1
Animal Problem	3
Warrant/Prob/Arrest	7
Agency Assistance	4
Assist Citizen	4
Background Check	3
Civil/Court Order Viol/Custody	3
Disturbance	3
Domestic Disturbance	1
Drug Complaint	2
Fraud	1
Harassment	1
Juvenile Problem - School	1
Lost Property	6
Medical Emergency	9
Noise Complaint	1
Ordinance Violation	8
Sex Assault- Adult & Juv	1
Suspicious Person, Circumstnce	7
Theft/Shoplift	1
Traffic Stop	8
PRISONER TRANSPORT	1
Trespassing	1
Welfare-Abuse-Neglect	4

Total reported: 84

Report Includes:

All dates between `00:00:00 03/01/25` and `23:59:59 03/31/25`, All agencies matching `GPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes

GRANTSBURG POLICE DEPARTMENT CALLS FOR SERVICE



Village of Grantsburg Clerk/Treasurer Report

License & Permits Issued

April 14, 2025

Building Permits

- 25-01** Russell Stone – 303 S Olson St, windows
- 25-02** Tom Rombach – 624 S Wood St, enclose deck
- 25-03** Cindy Michaels – 119 W St. George Ave, siding repair

Operator Licenses

- 25-07** Eric Forslund - Lucky Seven
- 25-08** Gen Ott – Dollar General
- 25-09** Robert Gorkiewicz - Lucky Seven
- 25-10** Amanda Jensen – Dollar General
- 25-11** Charles Ambelang - Lucky Seven
- 25-12** Rachel Johnson – Dollar General
- 25-13** Jade Berkley - Foxhole

License Extension

- 25-01** Hummer's Rendezvous – Rock the Block 4/12/2025 4pm – 10pm

VILLAGE OF GRANTSBURG

GENERAL CHECKING ACCOUNT

BALANCE	3/10/2025		\$96,633.97
Transfer to Treasury Acct		+	\$200,000.00
Transfer from Loan		+	\$0.00
RECEIPTS	3/11-3/31/2025	+	\$31,541.63
CHECKS PD	3/11-3/31/2025	-	\$278,182.41
CHECKS #36333-36350	\$88,868.98		
PAYROLL V9375-V9391	\$18,631.30		
ACH/EFTPS	\$170,682.13		
CHECKING ACCT BALANCE	3/31/2025		<u>\$49,993.19</u>
Transfer from Treasury Acct		+	\$50,000.00
Transfer from Loan Account		+	\$65,000.00
RECEIPTS	4/1 - 4/14/2025	+	\$49,696.97
CHECKS PD	4/1 - 4/14/2025	-	\$123,840.83
CHECKS #	\$0.00		
PAYROLL V9392-V9409	\$19,067.12		
ACH/EFTPS	\$104,773.71		
CHECKING ACCT BALANCE	4/14/2025		<u>\$90,849.33</u>
VOUCHERS TO APPROVE	4/14/2025		<u>\$64,642.68</u>
CHECKING ACCT BALANCE	4/14/2025		<u><u>\$26,206.65</u></u>
Treasury Account Balance	4/14/2025		<u><u>\$356,420.98</u></u>

Village of Grantsburg													
			Actual to Expected - General Fund & Capital Projects Fund										
		Year to Date (to end of month)											
	2025 Budget	January	February	March	April	May	June	July	August	September	October	November	December
REVENUES:													
Tax Collections:													
Taxes	\$ 488,924	\$ 488,924	\$ 488,924	\$ 488,924									
Tax from Water Fund	\$ 54,195	\$ 54,195	\$ 54,195	\$ 54,195									
Payments in Lieu of Taxes	\$ 12,000	\$ 1,822	\$ 12,439	\$ 12,439									
InterGov Revenue:													
Shared Revenue	\$ 517,213	\$ -	\$ -	\$ -									
Local Street Aid	\$ 91,090	\$ 22,753	\$ 22,753	\$ 22,753									
State Aids	\$ 25,471	\$ -	\$ 4,551	\$ 4,551									
License	\$ 18,400	\$ 625	\$ 841	\$ 1,241									
Fines & Penalties	\$ 4,000	\$ 242	\$ 489	\$ 634									
Service Charges:													
Airport	\$ 6,900	\$ 2,631	\$ 6,931	\$ 6,931									
Trash Collection	\$ 144,000	\$ 244	\$ 334	\$ 34,163									
Campground	\$ 95,000	\$ 1,807	\$ 2,432	\$ 13,672									
Pool	\$ 26,700	\$ -	\$ -	\$ -									
Cemetery	\$ 2,000	\$ -	\$ -	\$ -									
Other	\$ 2,700	\$ 245	\$ 747	\$ 1,227									
Misc Revenues:													
Donations	\$ 90,486	\$ -	\$ 99	\$ 99									
Rent	\$ 9,000	\$ 399	\$ 424	\$ 823									
Interest	\$ 21,200	\$ 30	\$ 2,055	\$ 5,209									
Other	\$ -	\$ -	\$ -	\$ -									
Other Financing Sources:													
Long-term loan	\$ 51,173	\$ -	\$ -	\$ -									
TOTALS	\$ 1,660,452	\$ 573,917	\$ 597,214	\$ 646,861	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expected		\$ 571,286	\$ 594,283	\$ 637,663	\$ 695,120	\$ 731,240	\$ 809,990	\$ 967,161	\$ 1,008,103	\$ 1,066,284	\$ 1,158,162	\$ 1,600,458	\$ 1,660,452
YTD Revenues Over (Under) expected		\$ 2,631	\$ 2,931	\$ 9,198	\$ (695,120)	\$ (731,240)	\$ (809,990)	\$ (967,161)	\$ (1,008,103)	\$ (1,066,284)	\$ (1,158,162)	\$ (1,600,458)	\$ (1,660,452)

	2025 Budget	January	February	March	April	May	June	July	August	September	October	November	December
EXPENDITURES:													
General Government:													
Legislative	\$ 7,458	\$ 754	\$ 955	\$ 678									
Administration	\$ 112,146	\$ 9,030	\$ 17,553	\$ 29,065									
Legal, Code, Eng. Services	\$ 6,000	\$ -	\$ -	\$ 610									
IT, Audit & Assessor Services	\$ 40,350	\$ 8,859	\$ 15,108	\$ 16,679									
Village Office Building	\$ 24,097	\$ 726	\$ 4,032	\$ 6,601									
Insurance-Prop,W/C,Liab	\$ 42,077	\$ 7,178	\$ 7,178	\$ 26,321									
Other	\$ 3,200	\$ 3,024	\$ 3,024	\$ 3,024									
Public Safety:													
Police	\$ 374,659	\$ 29,663	\$ 55,507	\$ 80,816									
Fire	\$ 60,961	\$ 14,115	\$ 14,115	\$ 14,115									
Ambulance	\$ 86,428	\$ -	\$ 43,284	\$ 43,284									
Public Works													
Streets, Garage, Machinery	\$ 189,961	\$ 10,772	\$ 24,602	\$ 36,328									
Machinery OUTLAY	\$ 51,173	\$ 1,000	\$ 1,000	\$ 40,104									
Snow	\$ 46,371	\$ 5,001	\$ 11,803	\$ 18,895									
Street lights	\$ 25,000	\$ -	\$ 1,969	\$ 3,975									
Airport	\$ 6,597	\$ 224	\$ 632	\$ 987									
Trash/Recycling	\$ 139,519	\$ 517	\$ 517	\$ 1,033									
Riverside Cemetery	\$ 14,870	\$ 964	\$ 1,129	\$ 2,214									
Leisure & Rec													
Community Center	\$ 9,420	\$ 6	\$ 1,195	\$ 2,291									
Park	\$ 25,018	\$ 65	\$ 564	\$ 683									
Campground	\$ 101,320	\$ 1,614	\$ 4,434	\$ 7,377									
Events	\$ 13,227	\$ 454	\$ 519	\$ 952									
Fairgrounds	\$ 834	\$ -	\$ -	\$ 810									
Pool	\$ 54,316	\$ 291	\$ 355	\$ 392									
Other	\$ 8,300	\$ -	\$ -	\$ 26									
Debt Service	\$ 161,650	\$ 97	\$ 195	\$ 140,013									
Library operating transfer	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000									
Misc.	\$ 500	\$ -	\$ -	\$ -									
TOTALS	\$ 1,660,452	\$ 149,354	\$ 264,670	\$ 532,273	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expected		\$ 149,354	\$ 264,673	\$ 525,798	\$ 668,481	\$ 764,221	\$ 963,692	\$ 1,069,349	\$ 1,148,618	\$ 1,316,994	\$ 1,461,681	\$ 1,529,234	\$ 1,660,452
YTD Expenditures Over (Under) expected		\$ -	\$ (3)	\$ 6,475	\$ (668,481)	\$ (764,221)	\$ (963,692)	\$ (1,069,349)	\$ (1,148,618)	\$ (1,316,994)	\$ (1,461,681)	\$ (1,529,234)	\$ (1,660,452)
Budget Over(Under) expected	\$ -	\$ (2,631)	\$ (2,934)	\$ (2,723)	\$ 26,639	\$ (32,981)	\$ (153,702)	\$ (102,188)	\$ (140,515)	\$ (250,710)	\$ (303,519)	\$ 71,224	\$ -

3.Directors Report:

Programming:

March programming recap:

- Knitting group- 4
- Adult D & D- 52
- Tuesday book club-9
- Game Club- 40
- Chess Club- 53
- Wee Play- 119
- Storytime- 62
- Teen D & D-27- Early release day and Spring break so it was cancelled 2 weeks.

April Programming:

- Game Club is on Monday nights from 4-5
- Chess Club is on Tuesday nights from 4-5
- Teen D & D is on Thursday nights from 4-530.
- Knitting group on Thursday evenings.
- Every Tuesday from 6-8 pm there is an Adult D & D group meeting.
- Wee Play and Storytime on Friday from 10:30-11:30

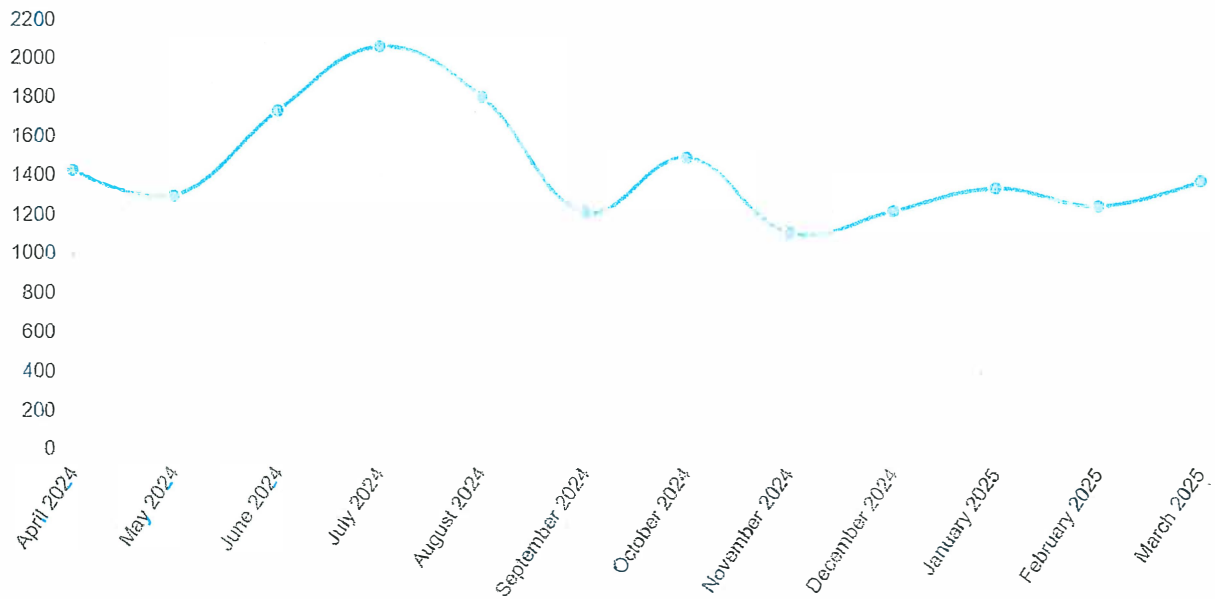
April Focus:

- Continue working on my continuing Ed.

Overdrive by Type

Audiobook	408
Ebook	323
Magazine	23

Past 12 Months - Checkouts



Checkouts by Act 150 Location





PORTABLE ROOM DIVIDERS

Create meeting areas, offices and classrooms at a moment's notice.

- 3/4" thick, sound absorbing, tackable fabric panels are stain resistant.
- Full-length hinges hold panels straight or at any angle.
- Rolls smoothly on self-leveling casters. Locking corner casters.
- Link end-to-end for longer runs. No additional hardware necessary.
- Additional sizes and colors available, call for a quote.



SPECIFY COLOR: Gray or Black

MODEL NO.	DESCRIPTION	NUMBER OF PANELS	DIMENSIONS W x H	WT. (LBS.)	PRICE EACH	
					1	2+
H-5862	Portable Dividers	7	13 x 6'	121	\$1,695	\$1,630
H-8904			13 x 7'4"	143	2,055	1,955

3 YEAR WARRANTY

SHIPS ASSEMBLED VIA MOTOR FREIGHT

SPECIFY COLOR: Gray or Black

MODEL NO.	DESCRIPTION	NUMBER OF PANELS	DIMENSIONS W x H	WT. (LBS.)	PRICE EACH	
					1	2+
H-5863	Portable Dividers	11	20 1/2 x 6'	151	\$2,275	\$2,175 *
H-8905			20 1/2 x 7'4"	187	2,750	2,625

3 YEAR WARRANTY

SHIPS ASSEMBLED VIA MOTOR FREIGHT

Need 4

CC 96ft.

8700
+ shipping
9000

V. Perry 3000
School 10000 ÷ 5 = 1200



Building a Better World
for All of Us®

CHANGE ORDER

Village of Grantsburg

OWNER

3/28/25

DATE

OWNER'S PROJECT NO.

Grantsburg Municipal Campground Expansion

PROJECT DESCRIPTION

1

CHANGE ORDER NO.

GRANT 159992 71.50

SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

Eliminate work under Alternate No. 1 - do not include shower addition to bathroom building

Eliminate work under Alternate No. 2 - do not pave back roadway loop with asphalt, but include gravel surface

Eliminate all fire rings, both ADA and conventional

Eliminate 20 picnic tables, so there are 9 conventional and 1 ADA picnic tables remaining.

The above items will be incorporated into the project payment by including zero quantity in the pay applications (or the actual number of items provided in the case of picnic tables).

Purpose of Change Order:

Contract was originally awarded to include Alternates 1 and 2, and 30 each of fire rings and picnic tables.

The change described above will total \$113,395.70 in cost decrease to the project, based on the quantities and unit prices in the attached table.

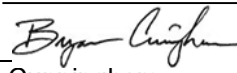
Basis of Cost: ☒ Actual ☐ Estimated

Attachments (list supporting documents)

Table of Expected Cost Decreases

Contract Status	Time		Cost
	Substantial	Final	
Original Contract	June 30, 2025	July 15, 2025	\$835,799.38
Net Change Prior C.O.'s _____ to _____			\$0.00
Change this C.O.	-	-	(\$113,395.70)
Revised Contract			\$722,403.68

Recommended for Approval: **Short Elliott Hendrickson Inc.** by


Bryan Cunningham

Agreed to by Contractor:


BY Stout Construction, LLC

Approved for Owner:

BY Village of Grantsburg

Project Manager

TITLE

Distribution

Contractor

Owner

Project Representative

SEH Office

TITLE

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 326 South Main Street, Suite 100, Rice Lake, WI 54868-2238

715.236.4000 | 800.903.6970 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer



Grantsburg, WI - Grantsburg Municipal Campground Expansion

GRANT 159992

Village of Grantsburg

Table of Expected Cost Decreases associated with Change Order No. 1

					Stout Construction, LLC	
Line Item	Item Code	Item Description	UofM	Qty	Unit Price	Extension
22	32 40 00.2	Picnic Table <i>(9 remaining)</i>	Each	-19	\$1,900.00	(\$36,100.00)
23	32 40 00.3	ADA Picnic Table <i>(1 remaining)</i>	Each	-1	\$2,250.00	(\$2,250.00)
24	32 40 00.4	Fire Ring	Each	-28	\$530.00	(\$14,840.00)
25	32 40 00.5	ADA Fire Ring	Each	-2	\$680.00	(\$1,360.00)
50	Alternate 1	Campground Shower Addition to Bathroom Building	LS	-1	\$31,870.00	(\$31,870.00)
51	Alternate 2	Deduct Dense Graded Crushed Surface Course, 3/4-inch (U	Total			(\$26,975.70)
Change Order No. 1 Total Deduction						(\$113,395.70)



Building a Better World
for All of Us®

CHANGE ORDER

Village of Grantsburg

OWNER

3/31/25

DATE

OWNER'S PROJECT NO.

Grantsburg Municipal Campground Expansion

PROJECT DESCRIPTION

2

CHANGE ORDER NO.

GRANT 159992 71.50

SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

Plans originally included installation of sewer and water services to serve campground by open-cutting pipes across Olson Drive. Contractor proposed approach to directionally bore sewer and water under Olson Drive, connecting on the north side, without disturbing the asphalt or curb of the street.

Expected subtraction of unit price items is approximately \$24,161.46.

Expected Change Order cost increase is \$20,478.90 for directional boring, as a segregated C.O. payment.

Net decrease in costs to the project is expected to be a subtraction of approximately \$3,682.56.

Final costs will be based on final quantities after installation, and incorporated into a subsequent pay application.

Purpose of Change Order:

Document the expected quantities and cost savings anticipated by avoiding disturbance of Olson Drive, and establish additional change order unit price costs for directional boring of sewer and water lateral pipes.

Final cost will be adjusted as a modification of this Change Order, based on final quantities installed.

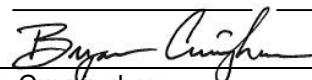
Basis of Cost: ☐ Actual ☒ Estimated

Attachments (list supporting documents)

Table of Expected Cost Changes

Contract Status	Time		Cost
	Substantial	Final	
Original Contract	June 30, 2025	July 15, 2025	\$835,799.38
Net Change Prior C.O.'s <u>1</u> to <u>1</u>	-	-	(\$113,395.70)
Change this C.O.	-	-	\$20,478.90
Revised Contract			\$742,882.58

Recommended for Approval: **Short Elliott Hendrickson Inc.** by


Bryan Cunningham

Agreed to by Contractor:


BY Stout Construction, LLC

Approved for Owner:

BY Village of Grantsburg

Project Manager

TITLE

Distribution

Contractor

Owner

Project Representative

SEH Office

TITLE

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 326 South Main Street, Suite 100, Rice Lake, WI 54868-2238

715.236.4000 | 800.903.6970 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer



Grantsburg, WI - Grantsburg Municipal Campground Expansion
 GRANT 159992
 Village of Grantsburg
Table of Expected Cost Changes associated with Change Order No. 2

					Stout Construction, LLC	
Line Item	Item Code	Item Description	UofM	Qty	Unit Price	Extension
Expected Decreases from Unit Price Quantitiies						
2	02 41 33.1	Remove Asphalt Pavement	SY	-110	\$5.50	(\$605.00)
15	32 12 18.1	Hot Mix Asphalt Pavement	Ton	-18	\$129.87	(\$2,337.66)
16	32 12 50.1	Saw Cut Asphalt Pavement	LF	-66	\$3.00	(\$198.00)
17	32 12 50.2	Saw Cut Concrete Sidewalk or Curb	LF	-6	\$3.00	(\$18.00)
18	32 16 30.1	Remove and Replace Concrete Curb and Gutter	LF	-60	\$44.69	(\$2,681.40)
27	33 11 00.1	2-inch HDPE Water Service to Building or Campsites	LF	-170	\$63.62	(\$10,815.40)
41	33 34 00.1	1.25-inch HDPE Forcemain	LF	-200	\$37.53	(\$7,506.00)
					<i>Subtotal - Unit Price Subtractions</i>	<i>(\$24,161.46)</i>
Change Order Additional Items						
		Directional Drilling Mobilization	LS	1	\$1,000.00	\$1,000.00
		Directional Drill - 2-inch HDPE Water Service to Building	LF	170	\$53.37	\$9,072.90
		Directional Drill - 1.25-inch HDPE Forcemain	LF	200	\$52.03	\$10,406.00
					Subtotal - Chage Order Additions	\$20,478.90
Expected Net Change Order No. 2 Total						(\$3,682.56)

VILLAGE OF GRANTSBURG

CHECK REGISTERS

April 14, 2025

1	\$58,890.89
2	\$2,468.67
3	\$16,162.63
4	\$768.02
5	\$161,336.21
6	\$20,787.76
7	\$8,422.31
8	\$9,320.92
9	\$25.00
10	\$73,089.64
11	\$2,485.63
12	\$16,581.49
13	\$31,684.07
14	\$1,900.28
15	\$62,742.40
TOTAL	\$466,665.92

4/10/2025 3:04 PM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 4/14/2025 From Account:

Thru: 4/14/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	4/14/2025	ANDERSON'S COLLISION MECHANICAL TOWING PD squad maint & tow case#25-0246	927.17
	4/14/2025	BOWMAR APPRAISAL INC. Assessor Contract - 2nd Qtr	3,925.00
	4/14/2025	BURNETT CO. SENTINEL Pub, Election Notice, Swr Rate Increase	300.11
	4/14/2025	COMMERCIAL TESTING LAB INC. Sewer & Water Testing	624.80
	4/14/2025	DARRELL'S HARDWARE HANK VO, Cmpgd, Street, Park, St Wtr supplies	193.87
	4/14/2025	E O JOHNSON CO. INC Copier principal, interest, maintenance	227.59
	4/14/2025	GRANTSBURG TELCOM Telephone/Internet	502.20
	4/14/2025	HAWKINS INC. water & sewer chemicals	3,688.46
	4/14/2025	HUEBSCH VO rug & PW uniform service	342.12
	4/14/2025	LONGHENRY, ALLISON supply pick up/drop off - mileage	132.58
	4/14/2025	LUDVIGSON LAW OFFICE PD legal services 12/24, 1/25, 3/25	2,230.00
	4/14/2025	NORTHLAND SIGNS PD Durango Squad decals	650.00
	4/14/2025	OREILLY AUTOMOTIVE INC. street, shop, w/s, machinery supplies	138.47
	4/14/2025	PAPER DIRECT INC. permit/license paper	109.96
	4/14/2025	QUADIENT LEASING USA INC. Postage mach. May 2025 - Jul 2025	196.44
	4/14/2025	S E H Mem Lake & Cmpgd Exp	5,289.47
	4/14/2025	SECURIAN FINANCIAL GROUP INC. Life ins - May	127.70
	4/14/2025	VILLAGE WATER/SEWER UTIL. water/sewer utilities	2,114.66
	4/14/2025	WASTE MANAGEMENT Qtryl trash & bulk pick-ups	32,189.20

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In Progress Checks - Quick Report - ALL

Page: 2

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 4/14/2025 From Account:

Thru: 4/14/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	4/14/2025	WELD RILEY S.C. PD Union Negotiations	8,811.60
	4/14/2025	WI DEPT. of JUSTICE Op Lic Bkgd Ck x3	21.00
		Grand Total	62,742.40

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4/10/2025

3:04 PM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 4/13/2025

From Account:

Thru: 4/13/2025

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	4/13/2025	BAKER & TAYLOR Library- books	494.68
	4/13/2025	E O JOHNSON COMPANY Library - copier lease	67.88
	4/13/2025	FAWN-DOE-ROSA Library - summer reading program	300.00
	4/13/2025	GRANTSBURG TELCOM Library- phone, voice, fax	67.30
	4/13/2025	MIDWEST TAPE Library- AV/DVD	227.67
	4/13/2025	ROYAL PUBLISHING Library - advertisement	65.00
	4/13/2025	US BANK Library - program, supplies, snack bar	671.42
	4/13/2025	YOERG, LYNETT Library - baskets	6.33
		Grand Total	1,900.28

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Check Register - Quick Report - Manual

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From:

From Account:

Thru: 4/15/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	4/15/2025	WI Dept. of Revenue	895.62
Manual Check		State w/h 3/16 to 3/31	
ACH	4/15/2025	WI DEPARTMENT OF REVENUE	450.00
Manual Check		TID #4, #5, #6 Administration fee	
ACH	4/05/2025	AMERICAN EXPRESS/AMAZON	1,987.06
Manual Check		Supplies, PD train, PD uniforms, etc.	
ACH	4/05/2025	AT&T MOBILITY	248.68
Manual Check		PD & PW cell phones	
ACH	4/01/2025	EASY IT GUYS LLC	2,117.00
Manual Check		managed IT services	
ACH	4/10/2025	NORTHWESTERN WI ELECTRIC	7,910.74
Manual Check		electric service	
ACH	4/01/2025	MEDICA INSURANCE COMPANY	12,324.33
Manual Check		Health ins - April	
ACH	4/01/2025	UNITED HEALTHCARE	266.97
Manual Check		Dental ins - April	
ACH	4/08/2025	EMPOWERMENT RETIREMENT SERVICES	387.52
Manual Check		Deferred comp. w/h	
EFTPS	4/08/2025	EFTPS PAYMENTS	5,096.15
Manual Check		S/S & Fed w/h	
Grand Total			31,684.07

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4/01/2025 3:51 PM

Payroll Register Totals Only Report

Page: 1

Check Date: 04/03/2025

PAYRL

From Employee:

From Dept:

Thru Employee:

Thru Dept: 800 Library OLD

Total Checks:	11	Pay Periods:	3/15/2025	Thru:	3/28/2025
		(Male:	7	Female:	4)

Earnings:

Regular Pay	22,870.30	815.00	Hours
ON CALL	80.00		

	22,950.30		

Withholdings:

Federal	1,201.00
Social Security	1,383.13
Medicare	323.47
Wisconsin	863.80
Deferred Comp.	387.52
HSA EE contrib.	40.00
Health, etc Ins	601.70
WRS Contrib.	1,568.19
WRS FIX	0.00

	6,368.81

NET PAY 16,581.49

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Comp. Hours	53.75	7.50
Personal Hrs	0.00	32.00
Sick Hours	0.00	28.75
Vacation Hours	0.00	56.00
	-----	-----
	53.75	124.25

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4/01/2025 12:31 PM

Payroll Register Totals Only Report

Page: 1

Check Date: 04/03/2025

PAYRL

From Employee:

From Dept:

Thru Employee:

Thru Dept:

Total Checks: 7 Pay Periods: 3/15/2025 Thru: 3/28/2025
(Male: 2 Female: 5)

Earnings:

Regular Pay	3,008.48	181.00	Hours

	3,008.48		

Withholdings:

Federal	30.81
Social Security	182.80
Medicare	42.77
Wisconsin	39.26
Health, etc Ins	60.24
WRS Contrib.	166.97
WRS FIX	0.00

	522.85

NET PAY

2,485.63

Library

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Personal Hrs	0.00	6.00
Sick Hours	0.00	6.50
	-----	-----
	0.00	12.50

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4/03/2025 2:09 PM

Check Register - Quick Report - Manual

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From:

From Account:

Thru: 4/03/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	4/03/2025	WE ENERGIES	2,137.78
Manual Check		natural gas	
ACH	4/01/2025	COMMUNITY BANK-EMPLOYER HSA	6,000.00
Manual Check		2nd Qtr HSA contributions	
ACH	4/01/2025	COMMUNITY BANK	64,911.86
Manual Check		Industrial Park loan payment	
ACH	4/03/2025	COMMUNITY BANK-Employee HSA	40.00
Manual Check		Employee HSA contribution	
		Grand Total	73,089.64

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4/03/2025 2:18 PM

Check Register - Quick Report - Manual

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From:

From Account:

Thru: 3/31/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	3/18/2025	COMMUNITY BANK	25.00
Manual Check		Wire transfer fee	
Grand Total			25.00

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4/03/2025 2:07 PM

Check Register - Quick Report - Manual

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From:

From Account:

Thru: 3/31/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	3/31/2025	WI RETIREMENT SYSTEM	8,083.15
	Manual Check	Retirement - Feb	
ACH	3/27/2025	HEALTH PARTNERS	1,185.17
	Manual Check	Dental ins - April	
ACH	3/31/2025	COMMUNITY BANK	52.60
	Manual Check	Checking analysis fee	
		Grand Total	9,320.92

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3/24/2025 2:04 PM

Check Register - Quick Report - ALL

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/24/2025

From Account:

Thru: 3/24/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
36350	3/24/2025	US BANK NA Sewer/Storm Water loan payment	8,422.31
Grand Total			8,422.31

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3/20/2025 11:44 AM

Check Register - Quick Report - Regular

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/20/2025

From Account:

Thru: 3/20/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
36338	3/20/2025	BADGER STATE INDUSTRIES stop & street signs	329.93
36339	3/20/2025	BURNETT CO. HIGHWAY DEPT. salt/sand	920.46
36340	3/20/2025	BURNETT MEDICAL CENTER PW & PD labs	80.00
36341	3/20/2025	HAWKINS INC. Water & Sewer Chemicals	4,491.56
36342	3/20/2025	LUDVIGSON LAW OFFICE PD legal services 2/5-25/2025	610.00
36343	3/20/2025	MADSEN PEST MANAGEMENT 1st Qtr 2025 Pest Control Service	185.00
36344	3/20/2025	MTAW-WI MUNICIPAL TREASURERS ASSOC 2025 Treasurer Dues - Sheila	60.00
36345	3/20/2025	OREILLY AUTOMOTIVE INC. shop & machinery supplies	165.54
36346	3/20/2025	S E H Well 1&2 PILOT, WWTP grant serv	9,160.00
36347	3/20/2025	STAN'S EQUIPMENT CENTER plow blade parts	72.99
36348	3/20/2025	US BANK Midwest Mach - snow/ice machinery parts	1,536.83
36349	3/20/2025	WI DEPARTMENT OF TRANSPORTATION James/Johnson Project	3,175.45
Grand Total			20,787.76

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3/20/2025 9:07 AM

Check Register - Quick Report - Manual

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/01/2025 From Account:

Thru: 3/31/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	3/07/2025	EMPOWERMENT RETIREMENT SERVICES	262.52
	Manual Check	Deferred comp. w/h	
ACH	3/01/2025	WI RETIREMENT SYSTEM	8,054.66
	Manual Check	Jan retirement	
ACH	3/20/2025	WI Dept. of Revenue	906.94
	Manual Check	State w/h 3/1 to 3/15	
ACH	3/06/2025	COMMUNITY BANK-Employee HSA	40.00
	Manual Check	Employee HSA w/h	
ACH	3/12/2025	COMMUNITY BANK-DEBT SERVICE ACCTS	12,472.55
	Manual Check	Transfer from gen'l ckg	
ACH	3/11/2025	EASY IT GUYS LLC	5,551.72
	Manual Check	3 laptops, 1 desktop computer	
ACH	3/21/2025	WEX BANK	1,767.96
	Manual Check	PD & PW fuel	
ACH	3/21/2025	WI DEPARTMENT OF REVENUE	34.92
	Manual Check	Sales tax - Feb	
ACH	3/21/2025	EMPOWERMENT RETIREMENT SERVICES	387.52
	Manual Check	Deferred comp w/h	
ACH	3/20/2025	COMMUNITY BANK-Employee HSA	40.00
	Manual Check	Employee HSA w/h	
ACH	3/12/2025	COMMUNITY BANK	6,934.20
	Manual Check	Loan payment	
WIRE	3/18/2025	BOARD OF COMMISSIONERS OF PUBLIC LANDS	114,785.18
	Manual Check	State Trust Fund loan payment	
EFTPS	3/11/2025	EFTPS PAYMENTS	5,108.19
	Manual Check	S/S & Federal w/h	
EFTPS	3/25/2025	EFTPS PAYMENTS	4,989.85
	Manual Check	S/S & Federal w/h	
Grand Total			161,336.21

4

3/20/2025 11:41 AM

Check Register - Quick Report - Regular
ALL ChecksPage: 1
ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/19/2025

From Account:

Thru: 3/19/2025

Thru Account:

Check Nbr	Check Date	Payee	Amount
36336	3/19/2025	BAKER & TAYLOR Library- books	322.43
36337	3/19/2025	US BANK Library - prog, Coll-P, snack, supp, etc	445.59
		Grand Total	768.02

3

3/18/2025 12:02 PM

Payroll Register Totals Only Report

Page: 1

Check Date: 03/20/2025

PAYRL

From Employee:

From Dept: 000 Old Dept. 00

Thru Employee:

Thru Dept: 800 Library OLD.

Total Checks: 10 Pay Periods: 3/01/2025 Thru: 3/14/2025
(Male: 6 Female: 4)

Earnings:

Regular Pay	22,420.04	800.00	Hours
CELLPHONE	40.00		

	22,460.04		

Withholdings:

Federal	1,184.24
Social Security	1,352.73
Medicare	316.36
Wisconsin	853.89
Deferred Comp.	387.52
HSA EE contrib.	40.00
Health, etc Ins	601.70
WRS Contrib.	1,560.97
WRS FIX	0.00

	6,297.41

NET PAY 16,162.63

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Comp. Hours	6.00	48.50
Personal Hrs	0.00	1.75
Sick Hours	0.00	3.00
Vacation Hours	0.00	9.75
	-----	-----
	6.00	63.00

2

3/18/2025 9:38 AM

Payroll Register Totals Only Report
Check Date: 03/20/2025

Page: 1
PAYRL

From Employee:
Thru Employee:

From Dept:
Thru Dept:

Total Checks: 7 Pay Periods: 3/01/2025 Thru: 3/14/2025
(Male: 2 Female: 5)

Earnings:

Regular Pay	2,982.20	176.25	Hours

	2,982.20		

Withholdings:

Federal	20.35
Social Security	181.17
Medicare	42.37
Wisconsin	41.73
Health, etc Ins	60.24
WRS Contrib.	167.67
WRS FIX	0.00

	513.53

NET PAY

2,468.67

Library

1

3/11/2025 11:37 AM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

GENERAL CHECKING - COMM BANK

ALL Checks

Posted From: 3/12/2025 From Account:
Thru: 3/12/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
36333	3/11/2025	BREMER BANK N. A. 2017 loan payment	18,939.39
36334	3/11/2025	BURNETT COUNTY AGRICULTURAL SOCIETY FAIR Property account contribution	810.00
36335	3/12/2025	LINK AUTO CDJR - RICE LAKE LLC 2025 Ram 1500	39,141.50
Grand Total			58,890.89

Sheila Meyer

From: league <league@lwm-info.org>
Sent: Thursday, November 21, 2024 1:04 PM
To: league
Subject: Introducing Local Government Basics

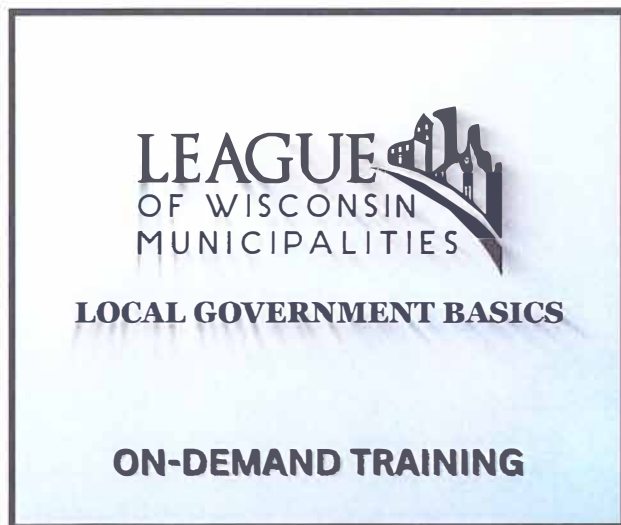
This email comes from outside the organization.

Do not click links or open attachments unless it is an email you expected to receive.

Greetings!

Newly elected local officials spend countless hours of their own time learning about their unique municipality. [Local Government Basics](#) is the League's new resource for educating newly elected officials on Public Records, Open Meetings Law, Working with Municipal Staff, Boards and Commissions, Roberts Rules, and more!

Members will watch a series of short videos that explain dense concepts in easy-to-understand language with knowledge checks included. This training is offered online and On-Demand through the sponsorship of the League Insurance program. It allows members to get the basics they need to know in a fraction of the time and at their own pace. The cost for 365 days of access to this program is \$95. A great opportunity for your newly elected officials as they start their new role!



Share with your elected officials today!

Thank you,

League of Wisconsin Municipalities

www.lwm-info.org

League of Wisconsin Municipalities

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Madison, WI 53703

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