



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Administration Committee Meeting Minutes

The Village Administration Committee met on Monday, October 6th, 2025, at 2:00 p.m.
in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

Present: Chairman/President Rick Lindberg
President Pro-Tem/Trustee Greg Peer
Trustee Hank Java

Others: Clerk/Treasurer Sheila Meyer
Director of Public Works John Erickson
Police Chief Jared Woody
Trustee John Addison
Trustee Leo Janke
Library Director Lynett Yoerg
Jerrold Featherly & Gary Charpentier – Burnett Dairy Coop
Officer Andrew Tyler

President Pro-Tem Peer called the Administration Committee Meeting to order at 2:00 p.m. The Pledge of Allegiance was recited.

Burnett Dairy Airport Land Lease

The committee discussed the contract expiring 12/31/2025 with Burnett Dairy Cooperative to spread whey on the airport land located on County Road D. The previous contract was for the past three years at a cost of \$4,000 per year. The committee discussed concerns over the previous lease period which included concerns of gopher trapping and mounds, maintenance of the access road, and the lease's ability to sublease to crop farmers. Featherly assured the Committee the gophers would be taken care of now that he was aware of the Dairy's responsibility and that he would take a look at the entrance road and have it fixed, if needed.

Motion by Trustee Java, second by Trustee Peer, to recommend the Village Board accept the lease as discussed to include a 3-year term and to include a 4% annual increase to the \$4,000 lease. Motion carried unanimously.

Featherly and Charpentier left the meeting.

2026 Budget Prep

Clerk/Treasurer Meyer provided the committee with a draft general fund budget. The draft included all requests so the committee could review and decide what needs to stay and what needs to be planned for future budget cycles. The committee discussed capital items and reviewed significant changes in revenues and expenses from the current cycle. The committee

scheduled to meet again on Wednesday, October 8, 2025, for further review of the budget to allow staff to get more concrete numbers on outstanding items.

No motions made.

Trustee Janke and Chief Woody left the meeting.

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

THE ADMINISTRATION COMMITTEE WILL CONVENE INTO CLOSED SESSION to conduct an exit interview with a former Police Officer and discuss on reimbursement question 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.”

President Lindberg and Officer Tyler joined the meeting during closed session.

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 unanimously.

The meeting was adjourned at 5:12 p.m.

Allison Longhenry
Deputy Clerk/Treasurer