



Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

Village Board Meeting Agenda Monday, March 9, 2026 at 4:00 p.m. Village Board Room, 316 S. Brad Street

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

1. **Call to Order; Roll Call; Pledge of Allegiance**
2. 4:15 p.m. Public Hearing – **Conditional Use Permit: Beau Carey**, owner of 497 State Road 70 E., to sell sheds from his property.
4:30 p.m. Public Hearing – **Conditional Use Permit: Mark Harmon**, owner, Brian Bistram & Mitchell Wickoren dba BAM Auto Body, applicant, to operate an auto body shop at 675 State Rd 70 E.
4:45 p.m. Jeff Kirkeby – **ordinance exemption** for large shed. **Draft form**
5:15 p.m. Scott DeRocker – **Spring ATV/UTV Run. Street, parking lot and staging area use.**
3. **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.
4. **Correspondence:** **BC Administration** newsletter; **S E H project** update report; **BC Agricultural Fair** letter
5. **Minutes** from the following 2026 meetings: **February 9th Administration** Committee; **February 9th Village** Board; **March 6th Public Safety** Committee
6. **Brickfield Brewing, LLC, Nicole Peterson, agent** – **Tobacco license application** for tobacco products only effective March 10, 2026 to June 30, 2026, at 151 W. Olson Drive, Grantsburg, WI
7. **Library Board of Commissions** – appoint Sarah Schmidt to the Library Board of Commissioners to fill an unexpired term to end on 5/1/2027.
8. **Southern Crex Spirits/Hummers** Extension of drinking area for Rock the Block 4/11 12 pm to 10 pm
9. **Jokers Bar and Fun Alley** Extension of drinking area for Rock the Block 4/11 1 pm to 12 am
0. **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 reports: **Gen'l Fund**; **Water Fund**; **Sewer Fund**; **Storm Water Fund**; **TID #5**; **TID #6**
 - D) Library Director** 1) **Library report**
1. **Committee Reports:**
Administration Comm recommendations: 1) **Community Center rental** agreement with **School** District
2) **Rock the Block** requests 3) **Market & Johnson change order #08** 4) **WWTP Change order No. 2**
5) **Police officer sponsorship** 6) Possible site for a **hockey rink**

10. **Market & Johnson pay request #7** WWTP Project.
11. **Payment of Bills**
12. **Trustee reports, concerns, etc.** (no action will be taken at this meeting) [Housing](#) [Stable housing](#)
13. **Adjournment**

Sheila Meyer, Clerk/Treasurer

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

Posted March 5, 2026, 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

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.



Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

Plan Commission Meeting
Monday, March 2, 2026, 4:00 p.m.

Village Office Board Room – 316 S. Brad Street

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Discussion/Action: **Public Hearing: Conditional Use Permit (CUP) request from Beau Carey, owner of 497 State Road 70 East, to sell sheds.**
4. Discussion/Action: Minutes from December 1, 2025, Plan Commission meeting
5. Adjournment

Prepared by Allison Longhenry, Deputy Clerk/Treasurer

****Appearance times/agenda order may change at the discretion of the Committee Chair****

There may be a quorum of the Village Board present, but no Village Board action will be taken.

Posted: February 23, 2026, Village of Grantsburg website www.villageofgrantsburg.gov; Village Office 316 Brad Street; Community Center 315 S. Robert Street; Grantsburg Public Library 411 S. Robert Street

316 South Brad Street, Grantsburg, WI 54840 (715) 463-2405 Fax: (715) 463-5555
Website: www.villageofgrantsburg.gov Email: office@villageofgrantsburg.gov



Start here.

VILLAGE OF GRANTSBURG

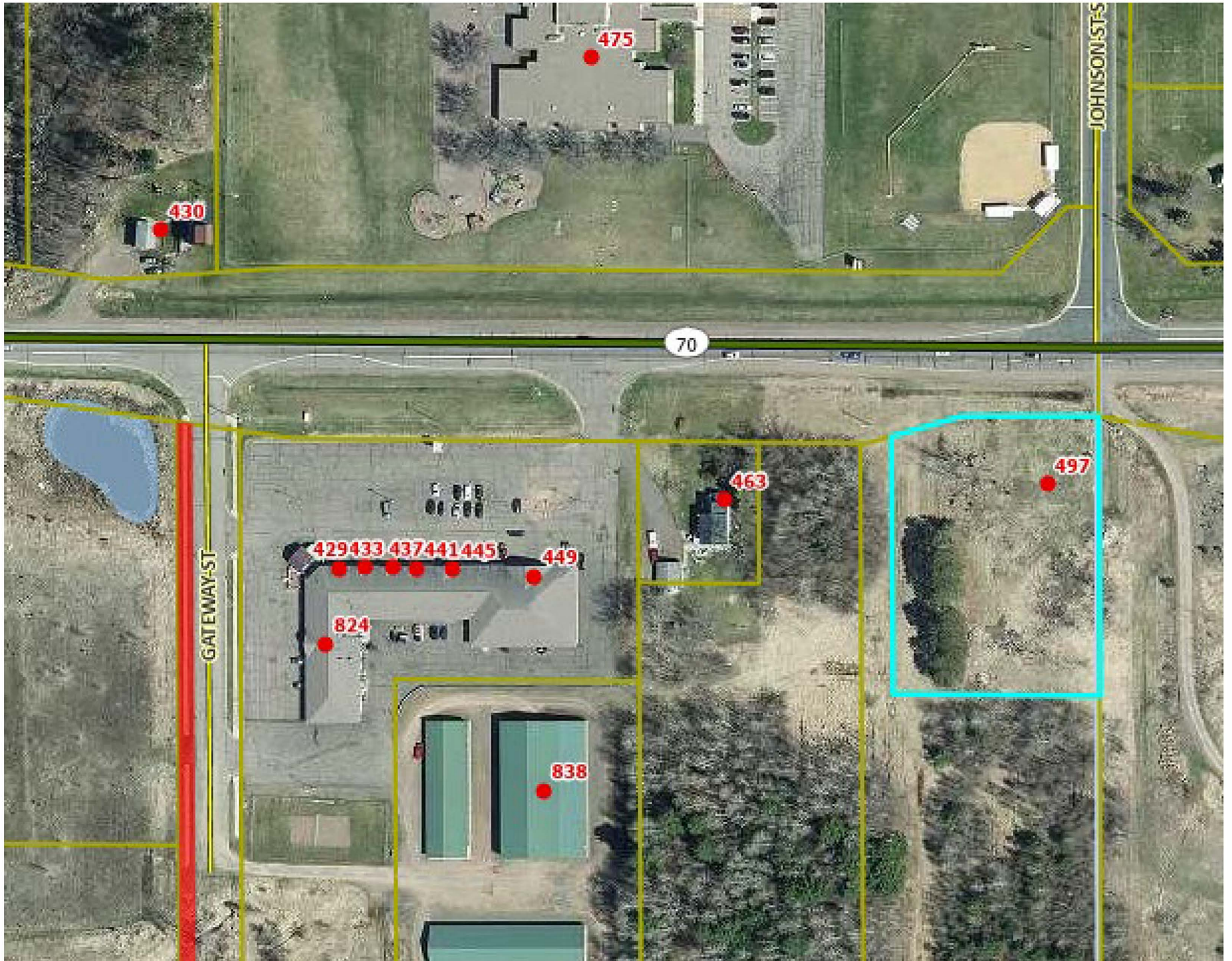
316 S. Brad Street
Grantsburg, WI 54840
715-463-2405
FAX 715-463-5555
office@villageofgrantsburg.gov

CONDITIONAL USE PERMIT APPLICATION

PROPERTY OWNER: <u>BEN CARLEY</u>	MAILING ADDRESS: <u>13373 ST. RD 70</u>	TELEPHONE: <u>715-222-1923</u>
APPLICANT (IF DIFFERENT FROM OWNER):	MAILING ADDRESS:	TELEPHONE:
PROPERTY ADDRESS: <u>497 ST. RD 70 E, GRANTSBURG, WI 54840</u>		
PARCEL ID #: <u>231 01-000-011000</u>		
EXISTING ZONE: R-1 <input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> R-4 <input type="checkbox"/> B-1 <input type="checkbox"/> B-2 <input checked="" type="checkbox"/> B-3 <input type="checkbox"/> I-1 <input type="checkbox"/> A-1 <input type="checkbox"/> A-2 <input type="checkbox"/> PUD <input type="checkbox"/>		
EXISTING USE: <u>VACANT</u>		
DESCRIPTION OF PROPOSED USE: <u>SELLING SHEDS</u>		
I/We understand that the application fee of \$300.00 is due at the time of submitting this application. This amount is not refundable if my/our application is denied.		
<u>BC</u> Property Owner Signature (required if applicant is different than the owner)	<u>2/4/26</u> Date	
 Applicant Signature	 Date	

For Office Use Only

DATE APPLICATION RECEIVED: 2-4-2024 DATE FEE PAID: 2-4-2024 8
DATE PERMIT GRANTED: _____ DATE PERMIT DENIED: _____





Start here.

Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

Date: February 13, 2026

From: Allison Longhenry, Deputy Clerk/Treasurer

Re: Conditional Use Permit application from
Beau Carey, owner of 497 State Road 70 East

Enclosed is a Notice of Public Hearing for a conditional use permit application received from Beau Carey, owner, to sell sheds at 497 State Road 70 East (parcel #07-131-2-38-19-23-1 01-000-011000). This parcel is currently zoned B-2 Highway Commercial District, and this use is conditional in this district.

You are being sent this notice as the property may be near or adjacent to property that you own.

If you have any questions, please contact me at 715-463-2405.

Thank you.

Enclosure: Notice of Public Hearing

**VILLAGE OF GRANTSBURG
NOTICE OF PUBLIC HEARING**

**MARCH 2, 2026, AT 4:00 P.M. &
MARCH 9, 2026, AT 4:15 P.M.**

Take notice that the Plan Commission and the Village Board of the Village of Grantsburg will meet on March 2, 2026, in the Village Board Room, 316 S. Brad Street, Grantsburg, Wisconsin, to consider a conditional use permit application received from Beau Carey, owner, to sell storage sheds at 497 State Road 70 East (parcel #07-131-2-38-19-23-1 01-000-011000). This parcel is zoned B-2 Highway Commercial District, and this use is listed as conditional in this zoning district.

The Plan Commission will hold a Public Hearing on March 2, 2026, at 4:00 p.m. to hear all interested persons, their agents, or attorneys and will make a recommendation to the Village Board thereafter.

The Village Board will hold a Public Hearing on March 9, 2026, at 4:15 p.m. to hear all interested persons, their agents, or attorneys and will make a decision thereafter.

For additional information please contact Allison Longhenry, Village Deputy Clerk/Treasurer, at 316 S. Brad Street. Phone: 715-463-2405

Dated this 13th day of February, 2026.

Allison Longhenry, Deputy Clerk/Treasurer

Grantsburg School District
480 E James Ave
Grantsburg, WI 54840

Crex Developments Corp.
2849 210th Street
Luck, WI 54853

Chapter 595. Zoning

Article III. Zoning Districts

§ 595-25. B-1 General Commercial District.

- A. Purpose. The B-1 District is intended to provide an area for the business, financial, professional and commercial needs of the community, especially those which can be most suitably located in a compact and centrally located business district.
- B. Permitted uses. The following are permitted uses in the B-1 District:
- (1) Paint, glass and wallpaper stores.
 - (2) Hardware stores.
 - (3) Department stores, variety stores, and general merchandise stores.
 - (4) General grocery stores, supermarkets, fruit and vegetable stores, delicatessens, meat and fish stores and miscellaneous food stores.
 - (5) Candy, nut or confectionery stores.
 - (6) Dairy products stores, including ice cream stores.
 - (7) Parks.
 - (8) Furniture, home furnishings, floor covering and upholstery shops/stores.
 - (9) Restaurants, lunch rooms and other eating places, except drive-in type establishments.
 - (10) Taverns, bars and other drinking places with permit by the Village Board.
 - (11) Drugstores and pharmacies.
 - (12) Liquor stores.
 - (13) Antique stores and secondhand stores.
 - (14) Sporting goods stores and bicycle shops.
 - (15) Bookstores, not including adult books.
 - (16) Stationery stores.
 - (17) Jewelry and clock stores.
 - (18) Camera and photographic supply stores.
 - (19) Gift, novelty and souvenir shops.
 - (20) Florist shops.

(21) (Reserved)^[1]

[1] *Editor's Note: Former Subsection B(21), Tobacco and smokers' supplies stores, was repealed 7-10-2023 by Ord. No. 2023-02.*

(22) News dealers and newsstands.

(23) Wholesale merchandise establishments, only for retail items listed above; e.g., Subsection **B(18)** would allow wholesale camera sales.

(24) Banks and other financial institutions.

(25) Offices of insurance companies, agents, brokers and service representatives.

(26) Offices of real estate agents, brokers, managers and title companies.

(27) Miscellaneous business offices.

(28) Heating and plumbing supplies (provided all material storage is inside a building).

(29) Retail laundry and dry-cleaning outlets, including coin-operated laundries and dry-cleaning establishments, commonly called laundromats and laundrettes, tailor shops, dressmakers' shops, and garment repair shops, but not garment pressing establishments, hand laundries, or hat cleaning and blocking establishments.

(30) Photographic studios and commercial photography establishments.

(31) Barbershops, beauty shops and hairdressers.

(32) Shoe repair shops and shoe shine parlors.

(33) Trade and contractors' offices (office only).

(34) Advertising agencies, consumer credit reporting, news agencies, and employment agencies.

(35) Duplicating, blueprinting, photocopying, addressing, mailing, mailing list and stenographic services; small print shops.

(36) Computer services.

(37) Commercial parking lots, parking garages, and parking structures.

(38) Watch, clock and jewelry repair services.

(39) Motion-picture theaters, not including drive-in theaters.

(40) Miscellaneous retail stores.

(41) Offices/clinics of physicians and surgeons, dentists and dental surgeons, osteopathic physicians, optometrists, massage therapists, counselors and chiropractors, but not veterinarians' offices.

(42) Law offices.

(43) The offices, meeting places, churches, and premises of professional membership associations; civic, social, and fraternal associations; business associations, labor unions and similar labor organizations; political organizations; religious organizations; charitable organizations; or other nonprofit membership organizations.

(44) Engineering and architectural firms or consultants.

(45) Accounting, auditing and bookkeeping firms or services.

(46) Professional, scientific, or educational firms, agencies, offices, or services, but not research laboratories or manufacturing operations.

- (47) The offices of governmental agencies and post offices.
- (48) Public transportation passenger stations, taxicab company offices, and taxicab stands, but not vehicle storage lots or garages.
- (49) Telephone and telegraph offices.
- (50) Day-care centers; public and private schools.
- (51) Class 2 collocation of a new mobile service facility on an existing support structure without substantial modification, per § **595-98**.
- (52) Breweries.
- (53) Uses customarily incident to any of the above uses.

C. Conditional uses. The following are permitted as conditional uses in the B-1 District, provided that no nuisance shall be afforded to the public through noise, the discharge of exhaust gases from motor-driven equipment, unpleasant odors, smoke, steam, harmful vapors, obnoxious materials, unsightly conditions, obstruction of passage on the public street or sidewalk, or other conditions generally regarded as nuisances, and provided that where operations necessary or incident to the proper performance of these services or occupations would tend to afford such nuisances, areas, facilities, barriers, or other devices shall be provided in such a manner that the public is effectively protected from any and all such nuisances. These uses shall be subject to the consideration of the Village Board with regard to such matters.

- (1) Miscellaneous repair shops and related services.
- (2) Garment pressing establishments, hand laundries, or hat cleaning and blocking establishments.
- (3) Establishments engaged in the publishing and printing of newspapers, periodicals or books.
- (4) Farm supplies, wholesale trade.
- (5) Establishments engaged in the retail sale of automobiles, trailers, mobile homes, or campers.
- (6) Stores for the sale and installation of tires, batteries, mufflers or other automotive accessories.
- (7) Gasoline service stations; provided, further, that all gasoline pumps, storage tanks and accessory equipment must be located at least 30 feet from any existing or officially proposed street line.
- (8) Establishments engaged in the daily or extended-term rental or leasing of house trailers, mobile homes or campers.
- (9) Establishments engaged in the daily or extended-term rental or leasing of passenger automobiles, limousines or trucks, without drivers, or of truck trailers or utility trailers.
- (10) Establishments for the washing, cleaning or polishing of automobiles, including self-service car washes.
- (11) Hotels, motor hotels, motels, tourist courts, tourist rooms, etc.
- (12) Farm implement sales.
- (13) Mini-warehouses.
- (14) Outdoor sports facilities or beer gardens at licensed premises (see § **330-20** of Chapter **330**, Intoxicating Liquor and Fermented Malt Beverages, of this Code).
- (15) Animal hospitals; pet shops (excluding kennels).
- (16) Undertaking establishments.

- (17) Public facilities and uses, including governmental, cultural, and public buildings or uses, such as fire and police stations, community centers, libraries, public emergency shelters, parks, playgrounds and museums.
- (18) Siting and construction of any new mobile service support structure and/or facility or a Class 1 collocation of a new mobile service facility on an existing support structure, per § **595-98**.
- (19) Residential dwellings located on the first (ground) floor, provided that there is no residential area fronting the primary street and residential dwellings are located on the second floor.
- (20) Campgrounds.
[Added 9-11-2023 by Ord. No. 2023-06]
- (21) Tattoo parlors.
[Added 7-15-2024 by Ord. No. 2024-02]

D. Lot, yard and building requirements.

- (1) Lot frontage: minimum 60 feet.
- (2) Lot area: minimum 6,000 square feet.
- (3) Principal building.
 - (a) Front yard, minimum: none.
 - (b) Side yard, minimum: 10 feet if side yard is necessary to be compatible with neighborhood; otherwise none.
 - (c) Rear yard, minimum: 25 feet if rear yard is necessary to be compatible with neighborhood; otherwise none.

Note: Preexisting structures may be nonconforming. In blocks in the business districts which are already developed, the dimensional requirements of this chapter can be modified if in the opinion of the Zoning Board of Appeals such action would be in keeping with the purpose of this chapter where a practical difficulty or hardship would result from a literal enforcement of the requirements.

- (4) Building height: maximum 45 feet.
- (5) Percent of lot coverage: maximum 90%.
- (6) Alley setback: minimum 15 feet.

E. Other development regulations.

- (1) A site development plan, prepared in accordance with § **595-115**, shall be submitted before a permit can be granted for any expanded or new use in this district.
- (2) No outdoor storage of any material shall be permitted in this district except within enclosed containers or properly screened, as determined by the Village Board.
- (3) No lighting shall be permitted which would glare from this district onto any street right-of-way or onto any adjacent property.

Chapter 595. Zoning

Article III. Zoning Districts

§ 595-26. B-2 Highway Commercial District.

- A. Purpose. The B-2 Highway Commercial District is intended to provide for the orderly and attractive grouping at appropriate locations along principal highway routes of those businesses and customer services which are logically related to and dependent upon highway traffic, or which are specifically designated to serve the needs of such traffic.
- B. Permitted uses. The following are permitted uses in the B-2 District:
- (1) Governmental, cultural, and public buildings or uses, such as fire and police stations, community centers, libraries, public emergency shelters, parks, playgrounds and museums.
 - (2) Class 2 collocation of a new mobile service facility on an existing support structure without substantial modification, per § 595-98.
 - (3) Breweries.
- C. Conditional uses. The following are conditional uses in the B-2 District:
- (1) Amusement activities.
 - (2) Automobile and truck retail services.
 - (3) Automobile repair and fuel services.
 - (4) Bars and taverns.
 - (5) Gasoline service stations.
 - (6) Gift, novelty and souvenir sales.
 - (7) Hotels, motels and tourist courts.
 - (8) Nightclubs and dance halls.
 - (9) Restaurants.
 - (10) Sales, service and installation of tires, batteries and accessories.
 - (11) Residential dwelling units.
 - (12) Animal hospitals, shelters and kennels.
 - (13) Clinics.
 - (14) Public assembly uses.
 - (15) Commercial recreation facilities.

- (16) Off-season storage facilities.
- (17) Lodges and fraternal buildings.
- (18) Nursing homes.
- (19) Nursery and day-care centers.
- (20) Retirement homes.
- (21) Drive-in food and beverage establishments.
- (22) Drive-banks.
- (23) Drive-in theaters.
- (24) Vehicle sales and service.
- (25) Public parking lots.
- (26) Sewage disposal plants.
- (27) Utilities; siting and construction of any new mobile service support structure and/or facility or a Class 1 collocation of a new mobile service facility on an existing support structure, per § **595-98**.
- (28) Mobile home sales.
- (29) Log stacks area, provided that they are located a minimum of 60 feet from the center of adjacent public road rights-of-way.
- (30) Farm implements sales.
- (31) Other uses listed as either permitted or conditional uses in § **595-25**.
- (32) Other uses similar to or customarily incidental to any of the above uses.
- (33) Tattoo parlors.
[Added 7-15-2024 by Ord. No. 2024-02]

D. Area, height and yard requirements.

- (1) Lot.
 - (a) Building area: 20,000 square feet.
 - (b) Width: minimum 90 feet.
- (2) Building height: maximum 35 feet.
- (3) Yards.
 - (a) Street: minimum 80 feet (may include parking).
 - (b) Rear: minimum 20 feet.
 - (c) Side: minimum 20 feet each side.



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Plan Commission Meeting Minutes

The Village Plan Commission met on Monday, December 1 at 4:00 p.m.
in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

Present: President Rick Lindberg
Trustee Greg Peer
Members: Angie Anderson, LuAnn Ebersold, Brent Blomberg,

Others: Clerk/Treasurer Sheila Meyer

Absent: Member: Natalie Finch, Tyler Myers

President Lindberg called the Plan Commission Meeting to order at 4:00 p.m. The Pledge of Allegiance was recited.

Public Hearing – Crex Development Corporation (Todd Engstrand, owner) Conditional Use Application for a liquor store at 824 Gateway Street.

President Lindberg called the Public Hearing to order at 4:00 p.m. Deputy Clerk/Treasurer Longhenry read the Public Hearing Notice. President Lindberg asked for anyone wishing to speak in favor of the conditional use application. No one spoke. President Lindberg asked for anyone wishing to speak against the conditional use application. No one spoke. President Lindberg closed the public hearing at 4:03 p.m.

Deputy Clerk/Treasurer Longhenry reviewed the application, indicated that no comments or concerns were received from neighboring properties or others, and all other requirements had been met. Longhenry also informed the committee that the lessee of the space has applied for a Class A liquor license that will be reviewed at the December 8th Village Board meeting.

The committee had no further questions or concerns regarding the application.

Motion by Member Blomberg, second by Member Ebersold to recommend the Village Board approve the Conditional Use Application submitted by Crex Development Corporation (Todd Engstrand) for a liquor store at 824 Gateway Street (parcel 07-131-2-38-19-23-1 01-000-017000). Motion carried unanimously.

Motion by Member Anderson, second by Trustee Peer to approve the minutes as submitted. Motion carried unanimously.

The meeting was adjourned at 4:09 p.m.

Allison Longhenry
Deputy Clerk/Treasurer



Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

Plan Commission Meeting
Thursday, March 5, 2026, 4:00 p.m.

Village Office Board Room – 316 S. Brad Street

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Discussion/Action: Public Hearing: **Conditional Use Permit (CUP) request from Brian Bistram & Mitchell Wickoren, applicant, and Mark Harmon, owner of 675 State Road 70 West, to operate an auto body shop.**
4. Discussion/Action: Minutes from March 2, 2026, Plan Commission meeting
5. Adjournment

Prepared by Allison Longhenry, Deputy Clerk/Treasurer

****Appearance times/agenda order may change at the discretion of the Committee Chair****

There may be a quorum of the Village Board present, but no Village Board action will be taken.

Posted: February 23, 2026, Village of Grantsburg website www.villageofgrantsburg.gov; Village Office 316 Brad Street; Community Center 315 S. Robert Street; Grantsburg Public Library 411 S. Robert Street

316 South Brad Street, Grantsburg, WI 54840 (715) 463-2405 Fax: (715) 463-5555
Website: www.villageofgrantsburg.gov Email: office@villageofgrantsburg.gov



Start here.

VILLAGE OF GRANTSBURG

316 S. Brad Street
Grantsburg, WI 54840
715-463-2405
FAX 715-463-5555
office@villageofgrantsburg.gov

CONDITIONAL USE PERMIT APPLICATION

PROPERTY OWNER: <i>Mark Harmon</i>	MAILING ADDRESS: <i>23688 Soderbeck Rd</i>	TELEPHONE: <i>715-529-4949</i>
APPLICANT (IF DIFFERENT FROM OWNER): <i>Brian Bistram</i>	MAILING ADDRESS: <i>PO Box 227</i>	TELEPHONE: <i>715-222-7611</i>
PROPERTY ADDRESS: <i>675 State Rd 70 W , grantsburg Wisconsin 54840</i>		
PARCEL ID #: <i>07-131-2-38-19-22-1 02-000-015000 (Alt. 32605)</i>		
EXISTING ZONE: R-1 <input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> R-4 <input type="checkbox"/> B-1 <input type="checkbox"/> B-2 <input checked="" type="checkbox"/> B-3 <input type="checkbox"/> I-1 <input type="checkbox"/> A-1 <input type="checkbox"/> A-2 <input type="checkbox"/> PUD <input type="checkbox"/>		
EXISTING USE: <i>Storage</i>		
DESCRIPTION OF PROPOSED USE: <i>Barn Auto Body LLC</i> <i>Auto Body & Collision Repair Services</i> <i>With Sign</i>		
I/We understand that the application fee of \$300.00 is due at the time of submitting this application. This amount is not refundable if my/our application is denied.		
<i>Mark Harmon</i> Property Owner Signature (required if applicant is different than the owner)	<i>2-17-2026</i> Date	
<i>Brian Bistram</i> Applicant Signature	<i>2-17-2026</i> Date	

For Office Use Only			
DATE APPLICATION RECEIVED: <i>2/19/26</i>	DATE FEE PAID: <i>2/19/26</i>	<i>ML</i>	
DATE PERMIT GRANTED: _____	DATE PERMIT DENIED: _____		

Business Plan

**Bam Auto Body LLC.
675 Wis-70
Grantsburg, Wisconsin**

**Brian Bistram
Mitchell Wickoren**

Feb 15, 2026

Executive Summary

Business Name: Bam Auto Body

Location: Grantsburg Wisconsin

Structure: Limited Liability Company

Owners: Brian Bistram & Mitchell Wickoren (50/50 Ownership)

Bam Auto Body will provide professional collision repair, paint services, dent repair, and insurance claim assistance to customers in Grantsburg and surrounding Burnett County communities. The business will focus on quality workmanship, fast turnaround, strong insurance relationships, and honest pricing.

Our goal is to become the most trusted collision repair facility in the Grantsburg area within three years, generating steady profitability and building long-term customer relationships.

Feb 15, 2026

Background & Business Description

Brian Bistram has 42 years of experience working in the collision industry. His experience ranges from Repairs, and Painting, to Management, and Estimating. He has firsthand knowledge of the strengths, and shortcomings of shop management from the perspective of different positions.

Mitchell Wickoren has 4 years experience in the collision industry, managing day to day operations of the office, parts ordering, parts distribution, and handling all contact with insurance companies.

Together they have the knowledge, and experience to operate every function of an auto body shop.

Bam Auto Body will operate as a full service auto body & collision repair shop serving: Grantsburg, Webster, Siren, and Pine City. Services offered by Bam Auto Body will include: Collision Repair, Insurance Claim Repairs, Dent and Scratch Repair, Auto Painting/Refinishing, and Minor Mechanical Repairs relating to collisions.

Feb 15, 2026

70

WISCONSIN

685

GRANTSBURG

675

639

693

GRANTSBURG

WISCONSIN

13967





Start here.

Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

Date: February 20, 2026

From: Allison Longhenry, Deputy Clerk/Treasurer

Re: Conditional Use Permit application from
BAM Auto Body LLC (Brian Bistram & Mitchell Wickoren) applicant,
Mark Harmon, owner, of 675 State Road 70 West.

Enclosed is a Notice of Public Hearing for a conditional use permit application received from BAM Auto Body LLC (Brian Bistram & Mitchell Wickoren) applicant, and Mark Harmon, owner, to operate an auto body shop at 675 State Road 70 West (parcel #07-131-2-38-19-22-1 02-000-015000). This parcel is currently zoned B-2 Highway Commercial District, and this use is conditional in this district.

You are being sent this notice as the property may be near or adjacent to property that you own.

If you have any questions, please contact me at 715-463-2405.

Thank you.

Enclosure: Notice of Public Hearing

**VILLAGE OF GRANTSBURG
NOTICE OF PUBLIC HEARING**

**MARCH 5, 2026, AT 4:00 P.M. &
MARCH 9, 2026, AT 4:30 P.M.**

Take notice that the Plan Commission and the Village Board of the Village of Grantsburg will meet on March 5, 2026, in the Village Board Room, 316 S. Brad Street, Grantsburg, Wisconsin, to consider a conditional use permit application received from BAM Auto Body (Brian Bistram & Mitchell Wickoren) applicant, and Mark Harmon, owner, to operate an auto body shop at 675 State Road 70 West (parcel #07-131-2-38-19-22-1 02-000-015000). This parcel is zoned B-2 Highway Commercial District, and this use is listed as conditional in this zoning district.

The Plan Commission will hold a Public Hearing on March 5, 2026, at 4:00 p.m. to hear all interested persons, their agents, or attorneys and will make a recommendation to the Village Board thereafter.

The Village Board will hold a Public Hearing on March 9, 2026, at 4:30 p.m. to hear all interested persons, their agents, or attorneys and will make a decision thereafter.

For additional information please contact Allison Longhenry, Village Deputy Clerk/Treasurer, at 316 S. Brad Street. Phone: 715-463-2405

Dated this 20th day of February 2026.

Allison Longhenry, Deputy Clerk/Treasurer

Edwards Oil
820 Hover Rd N
Virginia, MN 55792

Johanneson's Inc.
2301 Johanneson Ave NW, Suite 101
Bemidji, MN 56601

New Hope Lutheran Church
PO Box 7
Grantsburg, WI 54840

Patrick & Tara Freese
13967 State Rd 70
Grantsburg, WI 54840

Donald & Kathryn Bonneville
14013 State Rd 70
Grantsburg, WI 54840

Chapter 595. Zoning

Article III. Zoning Districts

§ 595-26. B-2 Highway Commercial District.

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- B. Permitted uses. The following are permitted uses in the B-2 District:
- (1) Governmental, cultural, and public buildings or uses, such as fire and police stations, community centers, libraries, public emergency shelters, parks, playgrounds and museums.
 - (2) Class 2 collocation of a new mobile service facility on an existing support structure without substantial modification, per § 595-98.
 - (3) Breweries.
- C. Conditional uses. The following are conditional uses in the B-2 District:
- (1) Amusement activities.
 - (2) Automobile and truck retail services.
 - (3) Automobile repair and fuel services.
 - (4) Bars and taverns.
 - (5) Gasoline service stations.
 - (6) Gift, novelty and souvenir sales.
 - (7) Hotels, motels and tourist courts.
 - (8) Nightclubs and dance halls.
 - (9) Restaurants.
 - (10) Sales, service and installation of tires, batteries and accessories.
 - (11) Residential dwelling units.
 - (12) Animal hospitals, shelters and kennels.
 - (13) Clinics.
 - (14) Public assembly uses.
 - (15) Commercial recreation facilities.

- (16) Off-season storage facilities.
- (17) Lodges and fraternal buildings.
- (18) Nursing homes.
- (19) Nursery and day-care centers.
- (20) Retirement homes.
- (21) Drive-in food and beverage establishments.
- (22) Drive-banks.
- (23) Drive-in theaters.
- (24) Vehicle sales and service.
- (25) Public parking lots.
- (26) Sewage disposal plants.
- (27) Utilities; siting and construction of any new mobile service support structure and/or facility or a Class 1 collocation of a new mobile service facility on an existing support structure, per § **595-98**.
- (28) Mobile home sales.
- (29) Log stacks area, provided that they are located a minimum of 60 feet from the center of adjacent public road rights-of-way.
- (30) Farm implements sales.
- (31) Other uses listed as either permitted or conditional uses in § **595-25**.
- (32) Other uses similar to or customarily incidental to any of the above uses.
- (33) Tattoo parlors.
[Added 7-15-2024 by Ord. No. 2024-02]

D. Area, height and yard requirements.

- (1) Lot.
 - (a) Building area: 20,000 square feet.
 - (b) Width: minimum 90 feet.
- (2) Building height: maximum 35 feet.
- (3) Yards.
 - (a) Street: minimum 80 feet (may include parking).
 - (b) Rear: minimum 20 feet.
 - (c) Side: minimum 20 feet each side.

Sheila Meyer

From: Jeff Kirkeby <jeff@pavementresources.com>
Sent: Thursday, February 12, 2026 8:13 AM
To: Sheila Meyer
Subject: Re: March meeting

This email comes from outside the organization.

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

1. I would like an exemption to put up a 40 foot wide by 60 foot long by 16 foot tall building on my property.

Sent from my iPhone

40 X 60 = 2,400 sq ft

> On Feb 12, 2026, at 6:56 AM, Sheila Meyer <smeyer@villageofgrantsburg.gov> wrote:

>

> Good morning, Jeff.

>

> I will put you on the March 9th agenda. In order to determine if you should meet with our Administration Committee prior to the Village Board, what would you be requesting?

>

> Thank you,

> Sheila

>

>

>

> Sheila Meyer, CMTW

> Clerk/Treasurer

> Village of Grantsburg

> 316 S. Brad Street

> Grantsburg, WI 54840

> (715) 463-2405

> smeyer@villageofgrantsburg.gov

> or

> office@villageofgrantsburg.gov

>

> Population 1307

>

> Visit us at:

> www.villageofgrantsburg.gov

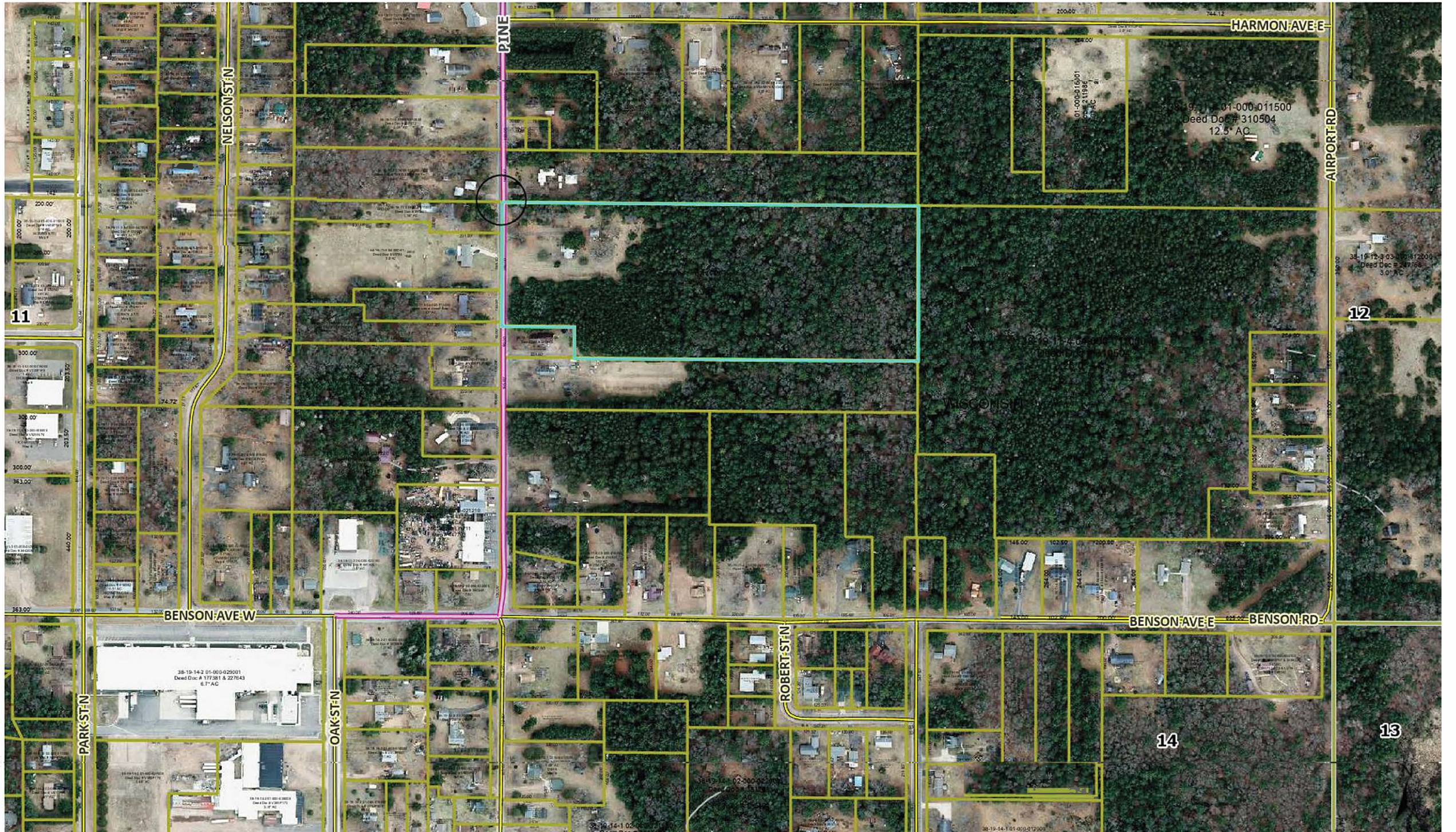
>

>

> Elected Officials and Members of Village Committees: in order to comply with Open Meeting Act requirements, please limit any reply to only the sender of this electronic communication.

> Confidentiality Notice:

> This transmission may contain information that is privileged, confidential, legally privileged, and/or exempt from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or use of the information contained herein (including any reliance thereon) is STRICTLY PROHIBITED. Although this transmission and any attachments are believed to be free of any virus or other defect that might affect any computer system into which it is received and opened, it is the responsibility of the recipient to ensure that it is virus free and no responsibility is accepted by the Village of Grantsburg, as applicable, for any loss or damage





Deed Doc # 380354
5.00 AC

Deed Doc # 2
10.00 AC

11

PINE

Deed Doc # 384574
5.00 AC

Deed Doc # 10504
25.6 AC

210

Deed Doc # 40088
6 AC

Deed Doc # 102108
10.00 AC

Village of Grantsburg, WI
Wednesday, March 4, 2026

Chapter 595. Zoning

Article III. Zoning Districts

§ 595-19. R-1 Single-Family Residential District (Low Density).

- A. Purpose. The purpose of the R-1 District is to provide the opportunity for construction and maintenance of primarily single-family detached dwelling units at a low dwelling unit per acre density.
- B. Permitted uses. The following are permitted uses in the R-1 District:
- (1) Single-family detached dwellings, excluding all mobile homes; for purposes of this chapter manufactured homes are included in the definition of "single-family dwelling."
 - (2) Modular homes complying with all of the following requirements and limitations:
[Amended 7-15-2024 by Ord. No. 2024-03]
 - (a) The home shall be a double wide of at least 24 feet in width and 36 feet in length.
 - (b) The home shall be installed on an approved Uniform Dwelling Code (UDC) foundation system in conformity with the Uniform Dwelling Code. The wheels and axles must be removed. The enclosed foundation system shall be approved by the Building Inspector and/or Village Engineer; the Building Inspector may require a plan to be certified by a registered architect or engineer to ensure proper support for the home.
 - (c) The home shall be equipped with foundation siding which in design, color and texture appears to be an integral part of the adjacent exterior wall of the manufactured home.
 - (d) The home shall be covered by a roof pitched at a minimum slope of three inches in 12 inches which is permanently covered with nonreflective material.
 - (e) The home shall have a pitched roof, overhanging eaves and such other design features required of all new single-family dwellings located within the Village of Grantsburg.
 - (3) Private garages/residential accessory buildings, per § **595-99**, which in the aggregate shall not occupy more than 35% of any required rear yard area. Each building cannot be larger than 1,500 square feet. Attached garages shall not be larger than 50% of the total area measured on the main floor of the garage and house area combined. If an attached garage exists, two additional buildings are permitted in the rear yard. If there is no attached garage, three buildings are allowed. Private garages/residential accessory buildings are not permitted in the front yard. Such garage/accessory building shall not be used in the conduct of any business, and no garage or other structure not designed for human habitation shall be used for living quarters. All accessory building permits need to be issued by the Village Board.
[Amended 11-24-2021 by Ord. No. 21-05]
 - (4) Gardening, tool and storage sheds incidental to the residential use, not to exceed 400 square feet.
 - (5) Public parks and recreation areas.

- (6) Community living arrangements and day-care centers which have a capacity for eight or fewer persons.
 - (7) Foster family care.
 - (8) Home occupations and professional home offices per § **595-58**.
 - (9) Class 2 collocation of a new mobile service facility on an existing support structure without substantial modification, per § **595-98**.
 - (10) The keeping of chickens in the rear yard of a residence meeting the standards and permit requirements of § **200-21** of Chapter **200**, Animals, of this Code.
 - (11) Uses customarily incident to any of the above uses, provided that no such use generates traffic or noise that would create public or private nuisance.
- C. Conditional uses. The following are conditional uses in the R-1 District:
- (1) Community living arrangements and day-care centers which have a capacity for nine or more persons.
 - (2) Utilities (electric substations, telephone switching stations, gas regulators, etc.).
 - (3) Bed-and-breakfast establishments.
 - (4) Churches and public buildings, except public buildings housing uses incompatible with the characteristics of the district, such as sewage systems, incinerators and shops.
 - (5) Public utility structures, except those incompatible with the characteristics of the district.
 - (6) Agricultural and gardening uses, except those incompatible with the characteristics of the district, such as the raising of livestock.
 - (7) Multi-dog kennels per Village ordinances.
 - (8) Golf courses and private clubs.
 - (9) Barbering and beauty culture.
 - (10) Sewage disposal facilities.
 - (11) Nursery schools.
 - (12) Mobile home parks as a planned unit development meeting the requirements of standards governing mobile home parks.
 - (13) Siting and construction of any new mobile service support structure and/or facility or a Class 1 collocation of a new mobile service facility on an existing support structure per § **595-98**.
- D. Area, height and yard requirements.
- (1) Lot.
 - (a) Area: minimum 12,150 square feet.
 - (b) Width: minimum 90 feet.
 - (2) Building height: maximum 35 feet.
 - (3) Yards.
 - (a) Street: minimum 30 feet.
 - (b) Rear: minimum 30 feet for principal structure; minimum 12 feet for accessory buildings and detached garages.

(c) Side: minimum eight feet each side.

Village of Grantsburg, WI
Wednesday, March 4, 2026

Chapter 595. Zoning

Article XI. Accessory Uses and Structures; Fences; Swimming Pools

§ 595-99. Accessory uses and structures.

A. Building permit required for accessory buildings.

- (1) Permit required. No owner shall, within the Village of Grantsburg, build, construct, use or place any type of an accessory structure or building, including prefabricated accessory buildings, until a building permit shall have first been obtained from the Building Inspector. Application for an accessory structure permit shall be made in writing to the Building Inspector. With such application, there shall be submitted a fee pursuant to the Village of Grantsburg's Schedule of Fees and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed accessory structure with respect to adjoining alleys, lot lines and buildings. If such application meets all requirements of this section, the application shall be approved.
- (2) Applicability to temporary, movable and permanent buildings. For purposes of this Zoning Code, no regulatory distinction is made between temporary, permanent, prefabricated or movable accessory buildings (such as those mounted on skids).

B. Principal use to be present. An accessory use or structure in any zoning district shall not be established prior to the principal use or structure being present or under construction, unless a special, limited duration, one-time waiver is granted by the Village Board due to unique circumstances. Any accessory use or structure shall conform to the applicable regulations of the district in which it is located, except as specifically otherwise provided.

C. Number of permitted garages and accessory buildings on residential lots.

- (1) Placement restrictions. Residential accessory buildings, which are not a part of the main building, shall not be permitted in the front yard. Accessory buildings and structures such as swimming pools, heating/air-conditioning equipment and wind and solar energy conversion equipment are permitted, provided that such buildings, structures or equipment:
 - (a) In the aggregate, shall not occupy more than 35% of any required rear yard area. Each building cannot be larger than 1,500 square feet. Attached garages shall not be larger than 50% of the total area measured on the main floor of the garage and house area combined. If an attached garage exists, two additional buildings are permitted in the rear yard. If there is no attached garage, three buildings are allowed. All accessory building permits need to be issued by the Village Board.
 - (b) Shall comply with all applicable Village setback requirements in that zoning district.

[Amended 11-24-2021 by Ord. No. 21-04^[1]]

[1] *Editor's Note: This ordinance also repealed former Subsection C(1)(b), regarding the distance required from other buildings or structures, and renumbered Subsection C(1)(c) as Subsection C(1)(b).*

- (2) Carports. For purposes of this section, a carport, as defined in § **595-126**, shall be considered to be a garage.

D. Standards for attached accessory buildings/garages.

- (1) Setback requirements. All accessory buildings which are attached to the principal building shall comply with the yard/setback requirements of the principal building.
- (2) Determination of attached status. When accessory buildings are attached to the principal building by a breezeway, passageway or similar means, or are separated by a nominal gap, they are considered to be a part of the principal building and shall comply in all respects with the yard/setback requirements and local Building Code requirements for the principal building.
- (3) Square footage limits. Accessory structures attached to the principal building shall not exceed the square footage of the nonaccessory portion of the principal building.

E. Standards for detached accessory buildings; lot area coverage; square footage.

- (1) Front yard placement prohibited. No detached accessory building shall occupy any portion of the required front yard.
[Amended 11-24-2021 by Ord. No. 21-04]
- (2) Height. Single-story garages and other single-story detached accessory buildings shall be 20 feet or less in height. Two-story garages and other detached accessory buildings shall be 25 feet or less in height.
- (3) Setback from other accessory buildings. No detached accessory buildings shall be located within five feet of any other accessory building.
- (4) Exterior finishes; setbacks. Galvanized exterior finishes are not permitted on detached accessory structures. Setbacks shall be as prescribed by district regulations. All accessory structures and garages shall be constructed of durable materials and shall not utilize fabric/plastic/rubber materials used in such a fashion or manner so as to be a substitute for building walls and/or roof of said accessory structure or garage.
- (5) Lot area coverage determination. The dimensions of any swimming pool, children's play structure, detached garage, tennis court and other detached accessory buildings/structures shall be included in the determination of available lot area coverage for accessory structures.
- (6) Setback from principal structure. An accessory building shall not be nearer than 10 feet to the principal structure unless the applicable Building Code regulations in regard to one-hour fire-resistive construction are complied with. In no event can the accessory uses or structures be forward of the front line of the principal structure.
- (7) Required roof overhangs. All detached structures over 150 square feet in size, in a residential district, must have a minimum one-foot overhang with fascia and soffit on all sides, unless an alternative option is approved by the Village Board, upon the recommendation of the Plan Commission.
- (8) Setback/yard requirements. Except where a zoning district requires specific setback standards, detached accessory structures shall not be closer than three feet to any lot line. The rear yard setback for detached garages and accessory buildings in the R-1, R-2, R-3 and R-4 Districts shall be 12 feet.

F. Use restrictions in residential districts. Accessory uses or structures in residential districts shall not involve the conduct of any business, trade or industry except for home occupations as defined herein and shall not be occupied as a dwelling unit. Accessory buildings shall not be used for residential purposes.

G. Placement restrictions in nonresidential districts. Except where a zoning district requires specific setback standards, an accessory use or structure in a business, industrial or other nonagricultural

- zoning district may be established in the rear yard or side yard and shall not be nearer than five feet to any side or rear lot line.
- H. Corner lots. When an accessory structure is located on the rear of a reversed corner lot, it shall not be located beyond the front yard required on the adjacent interior lot to the rear or nearer than three feet to the side line of the adjacent structure.
- I. Landscaping uses. Accessory structures and vegetation used for landscaping and decorating may be placed in any required yard area. Permitted structures and vegetation include flagpoles, ornamental light standards, lawn furniture, sundials, fountains, statuary, bird baths, trees, shrubs and flowers and gardens, pursuant to Subsection **M** below.
- J. Temporary accessory uses. Temporary accessory uses such as real estate sale field offices or shelters for materials and equipment being used in the construction of the permanent structure may be permitted by the Zoning Administrator.
- K. Garages in embankments in front yards. Where the mean natural grade of a front yard is more than eight feet above the curb level, a private garage may be erected within the front yard, provided that:
- (1) Such private garage shall be located not less than five feet from the front lot line;
 - (2) The floor level of such private garage shall be not more than one foot above the curb level; and
 - (3) At least 1/2 the height of such private garage shall be below the mean grade of the front yard.
- L. Outdoor lighting. Outdoor lighting installations shall not be permitted closer than three feet to an abutting property line and, where not specifically otherwise regulated, shall not exceed 15 feet in height and shall be adequately shielded or hooded so that no excessive glare or illumination is cast upon the adjoining properties and shall not register more than 1/2 footcandle at the property line.
- M. Lawn accessories. Walks, drives, paved terraces and purely decorative garden accessories such as pools, fountains, statuary, sundials, flagpoles, etc., shall be permitted in setback areas but not closer than three feet to an abutting property line other than a street line.
- N. Children's play structures. For purposes of this section, children's play structures, including play houses, tree houses or elevated play structures and climbing gyms, shall be considered accessory structures and shall comply with the requirements of this section, specifically setback standards, whether such play structures are placed on a foundation or not. Swing sets, slides and sandboxes are not considered children's play structures for purposes of this section. A building permit is not required for the construction of a play structure. Play structures shall not be used for storage or be constructed out of materials that would constitute a nuisance.
- O. Terrace area restrictions. No person shall place any accessory structure or use, including landscaping ornaments, stones and basketball backboards/hoops, in the terrace area.
- P. Offensive uses prohibited. No accessory use shall be dangerous, obnoxious or offensive to persons residing in the vicinity, nor shall it impair the use, enjoyment or value of any property.
- Q. Gardening. Home gardening is a permitted accessory use on any residential lot with a dwelling or principal use on any vacant lot or parcel.
- R. Dog houses/runs. Dog houses and/or runs shall comply with the setback requirements of § **595-101N**.
[Amended 11-24-2021 by Ord. No. 21-04]
- S. Agricultural structures. Agricultural structures in properly zoned agricultural districts, such as barns, silos and windmills, shall not exceed in height twice their distance from the nearest lot line.
- T. Tents; fabric-covered structures; hoop-supported structures.
- (1) Prohibited use as permanent accessory structure. No tent, plastic or fabric-covered structure, or a structure supported by hoops or a tubular frame may be used as a permanent accessory

structure in a nonagricultural district; such structures may be erected and used no more than six months per year without being removed. An exception is that a plastic or fabric-covered hoop-supported or tubular greenhouse may be maintained if used exclusively for personal greenhouse use.

- (2) Anchoring requirement. Any permitted tent, plastic or fabric-covered structure, or a structure supported by hoops or a tubular frame shall be fastened or anchored in a stable manner to the ground.
- (3) Limitations on utility service. No plumbing, electrical, heating or other utility service may be installed in a tent, plastic or fabric-covered structure, or a structure supported by hoops or a tubular frame except for seasonal use in personal greenhouses. A tent shall not be used as a dwelling other than for temporary recreational use.
- (4) Compliance with accessory building requirements. Any tent, plastic or fabric-covered structure, or a structure supported by hoops or a tubular frame shall comply with the dimensional and yard/setback requirements of this section.



Village of Grantsburg

316 South Brad Street
Grantsburg, WI 54840

ZONING EXCEPTION AGREEMENT

This agreement is made on this ___ day of _____, 2026 between:

Owners:

Jeff Kirkeby
624 N Pine St, LLC
13535 Johnson St NE
Ham Lake, MN 55304-6930

And

Village of Grantsburg

316 S Brad St
Grantsburg, WI 54840
("Village")

This Agreement ("Agreement") is made and entered into between the Village of Grantsburg ("Village") and the property owner of the parcel located at 624 N. Pine Street, Grantsburg, WI 54840, Parcel ID 07-131-2-38-19-11-4 03-000-011000 ("Owner").

1. LEGAL AUTHORITY AND PURPOSE

Pursuant to Wisconsin Statute § 62.23(7)(e) and Village of Grantsburg Municipal Code § 19-2(A), the Village Board possesses the authority to grant variances from zoning requirements. The Village Board has approved this one-time variance to allow the Owner to construct a 40' wide by 60' long by 16' tall building on the described parcel. Code Reference: This variance is an exception to Village of Grantsburg Municipal Code §595-99, which otherwise prohibits sheds larger than 1,500 square feet in size

Intent: This variance is granted solely to promote development and growth and is not intended to set a precedent for future requests.

2. ACKNOWLEDGEMENT OF ORDINANCE EXCEPTION

The Owner acknowledges that current Village ordinances generally allow sheds up to a maximum of 1,500 square feet in size. The Owners accept that this Agreement constitutes a strictly limited, one-time exception approved by the Village Board.

3. TIMELINE FOR CONSTRUCTION OF PRIMARY STRUCTURE

The Owner agrees to _____.

Progress Updates: The Owners shall submit annual construction progress updates to the Village Office by December 31st of each year.

4. APPLICABILITY OF OTHER ZONING STANDARDS

Except for the timing of construction, the accessory structure must comply with all other applicable Village of Grantsburg zoning ordinances, including setback requirements.

5. REMOVAL REQUIREMENT AND ENFORCEMENT

If the Owner fails to _____.

Village Remedies: _____

6. INSPECTION AND ACCESS RIGHTS

The Owner grants the Village reasonable access to the property during normal business hours to inspect for compliance with this Agreement, provided the Village gives at least 48 hours' prior written notice. In emergencies, the Village may access the property with such notice as is reasonable.

7. NON-TRANSFERABILITY OF VARIANCE

This variance is granted specifically to the current Owner. Any future purchaser or successor in interest must either:

- Formally assume this Agreement in writing as a condition of the sale; or
- Remove the accessory structure prior to the transfer of the property.

8. INDEMNIFICATION

The Owner shall indemnify, defend, and hold harmless the Village from any claims, damages, or expenses arising from the use of this variance or any violation of this Agreement. This obligation survives the termination of the Agreement.

9. FORCE MAJEURE

Neither party is in default if performance is delayed by acts of God, war, pandemic, or supply chain disruptions beyond reasonable control. The affected party must notify the other in writing within 30 days, and deadlines will be extended by a period equal to the duration of the event.

10. GOVERNING LAW AND VENUE

This Agreement is governed by the laws of the State of Wisconsin. Any legal action shall be brought exclusively in the Circuit Court for Burnett County, Wisconsin.

11. NOTICE REQUIREMENTS

All notices must be in writing and delivered by personal delivery or certified/registered mail with return receipt requested. Notices are effective upon personal delivery or five business days after mailing.

12. RECORDING AND EFFECTIVENESS

This Agreement must be recorded by the Owner, with the Burnett County Register of Deeds within 30 days of execution. This Agreement is not effective until proof of recording is provided to the Village.

13. ENTIRE AGREEMENT AND SEVERABILITY

This document constitutes the full understanding between the Parties. If any provision is held invalid, the remaining provisions remain in full force.

14. SIGNATURES

By signing below, the Parties agree to these terms:

PROPERTY OWNERS:

Printed Name: _____ Date: _____

Signature: _____

VILLAGE OF GRANTSBURG:

Authorized Representative Printed Name: _____ Title: _____

Signature: _____ Date: _____



County Administration Newsletter

Vision & Stewardship

Issue 136

February 2026

Administration

Spring is on the Horizon

I don't know about you, but there is something about a Wisconsin spring that feels earned. Yes, I know it isn't spring yet, and I know Punxsutawney Phil predicted 6 more weeks of winter...but I guess I'm ready for it. After months of cold, gray skies and roads that take their annual beating, these warm days hit differently in the north woods. The snow pulls back, the smell in the air turns brighter, and life once again will soon start to peek out from the ground once again.

To me spring has always felt more than simply a change in season, but a reset. It is a reminder that after winter, there is renewal on the other side.

As your county administrator, I find myself thinking about that renewal not just personally, but professionally. Spring is the time of year we take stock, look at our unfinished projects, deferred decisions, and clutter that has built up in our processes. I ask myself, what needs to come with us into the next season, and what can we let go of.

The clearing the clutter mindset is what matters in local government. Are we spending our time and resources on the things that truly serve our residents? Are there programs, habits, or ways of doing things that have simply stuck around out of complacency? Spring is a good time to ask those questions. And to do so honestly.

It is also a time to prepare. Summer in our corner of Wisconsin is short and it is busy. Our lakes and trails fill up, our roads see heavy use, our seasonal staff come on board, and our communities host the events and activities that make Burnett County a special place to live and visit. That season does not take care of itself, it takes planning, coordination, and a team that is ready to go.

So as the days get longer and the mud dries up, I encourage all of us, county staff and community members alike to embrace the spirit of spring. Reflect on what is working. Clear out what is not. And get ready, because our seemingly ephemeral summers in northwest Wisconsin are worth every bit of preparation.

Here's to the season ahead.

-Nate

Highway

Recently, our Highway Department staff participated in an important safety training session focused on real-world incidents involving accidents, injuries, and fatalities. The training featured presentations by **Eric Peterson** from Rusk County and **Adam Gronning** from Washburn County.

Learning from Real Incidents

Eric Peterson and Adam Gronning shared firsthand experiences from serious accidents, injuries, and fatalities that have occurred in their respective counties. They discussed how their highway crews responded to these difficult situations and the challenges employees faced both during and after the incidents.

Their presentations highlighted:

- How accidents unfolded and contributing factors
- Steps crews took immediately following incidents
- Lessons learned to improve safety
- The emotional and professional impact on employees

The importance of preparation and teamwork
These real-life examples emphasized the importance of knowing how to respond when emergencies occur and recognizing whether individuals are prepared to handle high-stress situations. The discussions helped reinforce that safety is everyone's responsibility and that proper training can make a critical difference.

Emergency Response Preparedness

A key focus of the training was understanding what to do in the event of:

- A workplace accident
- An on-the-job injury
- A serious traffic incident
- A fatality

Employees discussed proper procedures, communication expectations, and the importance of remaining calm and professional during emergencies. The goal was to ensure staff feel confident and prepared should a serious situation arise.



Highway – Continued

Flagging Certification Training

The afternoon session was dedicated to flagger recertification. All employees who perform flagging duties are required by the Department of Transportation to maintain current certification.

During this session, employees reviewed:

- Proper flagging procedures
- Safe positioning of flaggers
- Communication between crew members
- Proper use of signs and devices
- Traffic control safety practices

Common mistakes to avoid

The training included an in-depth discussion of the do's and don'ts of traffic control, reinforcing the importance of protecting both workers and the traveling public.

Commitment to Safety

This training provided valuable knowledge and reinforced our department's ongoing commitment to safety. By learning from real experiences and maintaining proper certifications, we continue working toward safer operations for both employees and the public.

Safety training like this ensures that our crews remain prepared, professional, and ready to respond when needed.



Emergency Management

Burnett County Public Safety Radio Network Overhaul.

From a proposal to my committee in March 2022 to a project completed in February 2026.

In 2011 Burnett County implemented a standalone simulcast radio system to improve radio coverage for Law Enforcement agencies, Fire Departments, and Ambulance crews. This comprised eight tower sites with radio equipment, microwave links, and Fiber networking that would communicate within itself and deliver consistent radio traffic among dispatch and first responders. This system had an end of life projected for 2023 with no further expectation or implantation to be implemented after 2023.

In 2021 research began on the projected overhaul of the outdated system. A newer technology with the ability to expand and allow updates was top priority. In 2022 a proposal with given to Public Safety Committee for new radio equipment, this expanded to County Board that led to some funding to begin our project in 2023.

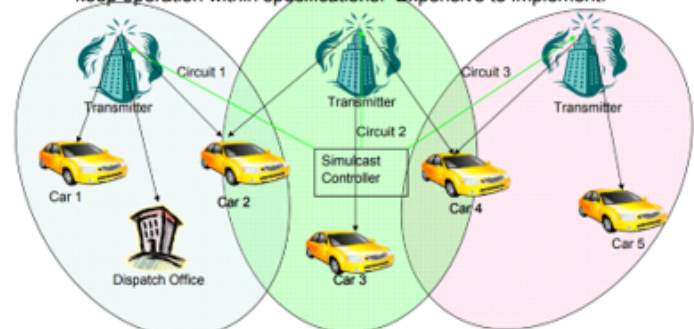
In 2023 we started our project and applied for Federal Direct Spending to help offset the cost to the county. In 2024 with an abundance of work from Judy our Fiscal Manager and Nate our Administrator, Burnett County was awarded \$950,000.00 dollars to assist in implementing our new radio system.

January 2025 our first channel was cut to the new system. With most projects from old to new tech there were some issues. The new channel was stable in a few weeks, and planning began on the three remaining channels. Over the last two months with a grant deadline looming, we were able to get all three remaining channels implemented and decommissioned the old radio equipment.



Simulcast Transmitter Radio System

- Transmits from multiple sites at the same time to increase coverage.
- Requires sophisticated controllers, timing and high-grade circuits to tie the entire system together. System needs a lot of monitoring to keep operation within specifications. Expensive to implement.



Aging and Disability Resource Center

The ADRC of Northwest Wisconsin is in urgent need of volunteers to assist with several of our programs.

We are in need for Meals on Wheels Drivers. Picking up meals at a central location and delivering them along a route directly to the homes of older adults within your county. Drivers for bulk food transportation from site to site is also needed. Drivers are reimbursed for mileage, as well as other incentives. Meal site locations include A&H, Amery, Grantsburg, Siren, Webster, and Centuria. More locations to come! No Weekends!

We are also in need of Transportation Program Volunteer Drivers. Volunteer drivers provide a non-emergency transportation for elderly and disabled passengers to medical appointments. Drivers use their own vehicle to provide this transportation and are required to have proof of valid automobile insurance and a valid driver's license on file. They are reimbursed mileage at the current IRS mileage rate round trip from their home.

If you are interested in learning more about either of these opportunities, please call the ADRC of NWWI at 877-485-2372 or visit our website adrcnwwi.org



VOLUNTEER

WE NEED VOLUNTEERS

For people who have a great commitment to help

We have a variety of opportunities for people who have a little time to give to our Meals on Wheels program or our Transportation Department in either Burnett or Polk Counties.

Interested in learning more?

Scan the QR Code
or Call:
877-485-2372
adrcnwwi.org




UW – Extension

Planning AHEAD

Advance directives, Handling financial changes, Estate planning, and Arriving at Decisions for the end of this life

Join us for a 7-session virtual program to help participants understand how to prepare for the end of life for themselves or a loved one.



Thursdays, April 2-May 14

Virtual sessions: 11 a.m.-noon

Registration: \$30 (includes materials)

Register here: <https://go.wisc.edu/O72hpy>



Scan for more information:



For questions, email planningahead@extension.wisc.edu



Human Development & Relationships Institute
DIVISION OF EXTENSION
UNIVERSITY OF WISCONSIN-MADISON

The University of Wisconsin-Madison Division of Extension provides equal opportunities in employment and programming in compliance with state and federal law. You may request an interpreter, materials in an alternative language and/or format, and/or other services to make this event more accessible. Contact us at planningahead@extension.wisc.edu, or you may include your request on the registration form. Make your request by March 19, 2026 so there is enough time to make sure everything is ready for you. There is no added cost to you for these services.

Facilities

Monthly Maintenance Spotlight Government Center/Public Safety Facility Generator

This month's spotlight highlights the diesel backup generator at the Government Center/Public Safety Facility—one of the most critical systems supporting county operations. The unit currently in service is a Caterpillar C18 diesel generator.



Why It Matters

During a power outage, the generator automatically activates within seconds to power essential systems, including:

- Emergency lighting
- IT servers and network equipment
- Security systems
- Key service areas

This ensures continuity of operations and allows staff to continue serving the public safely and efficiently.

Ongoing Maintenance

To keep the system reliable, Facilities staff perform routine preventive maintenance, including:

- Monthly test runs and inspections
- Checking fuel, batteries, and fluid levels
- Monitoring system diagnostics
- Coordinating annual professional service

Protecting County Resources

Regular maintenance extends the life of the equipment, reduces costly emergency repairs, and protects the county's investment in critical infrastructure.

If you have suggestions for future Maintenance Spotlight topics, please contact the Facilities Department.

Forestry & Parks

With spring right around the corner and many people looking forward to the spring yard cleaning season, one should be cautious when it comes to pruning your trees, especially your oak trees! Early spring is the best time to introduce or spread Oak Wilt.

Oak Wilt is a fungus that attacks and kills oak trees from the red oak family. While it has been shown to kill some white oak trees at times, they tend not to be as susceptible as the red oak family. Springtime is the time of year when trees really start to flow sap as the temperatures start to warm. If the fungus is introduced, it will quickly spread throughout the tree through this heavy sap flow.

Oak Wilt can be introduced or spread in a few different ways. Most commonly we see new areas of Oak Wilt show up in areas that have received damage to trees either by mother nature with wind storm, heavy snow that break branches or by human activity such as cutting or pruning trees during the high risk season, which for us in Burnett County is April 15- July 15th. During this time if an oak tree has a wound, it will ooze sap, which will attract insects. One of those insects is called the picnic beetle, which will feed from tree to tree. If that beetle comes in contact with an infected tree and then goes to another tree, it can transport the fungus and infect a new tree. Another possible way that this can be spread is through fungal spores. Once a tree is infected, it will most likely die later in the year. Once a tree dies from Oak Wilt, the following year, there will be fungal mats that form under the bark, these fungal mats will produce spores that can be transferred to another tree that has a wound. This can be done by wind, or by other insects carrying the spores to another tree. Oak wilt can also spread from tree to tree through root grafting. Under the ground oak tree's roots grow together. Once a tree is infected, it will transfer the disease to the next tree through its roots. This is why you see pockets of Oak Wilt slowly grow year after year.

So, to help prevent or slow the spread of Oak Wilt, try not to damage or prune oak trees during the heavy sap flow time of year. While trees are still susceptible after July 15th, the risk of spread has dropped due to sap flow and spore production. It is best to wait until after October 15th to do your pruning, if possible, to help prevent the spread. This is the time of year trees have started to go dormant for the winter. While this is not always possible, we highly recommend that you follow the spring cutting/pruning guidelines at a minimum.

For more information on Oak Wilt and Oak Wilt management, please visit:

<https://hort.extension.wisc.edu/articles/oak-wilt/>

<https://dnr.wisconsin.gov/topic/foresthealth/oakwilt>

Medical Examiner

Hello 2026 and Goodbye 2025!

The Medical Examiner's Office has changed a little bit for the New Year so I thought it was appropriate to catch everyone up. 2025 was a bit on the "livelier" side with 119 cases which is good for the people we serve but for those of us crazy enough to do this job, it is frankly a bit boring, but we don't mind!

Our office has historically had 6 people on staff, a Medical Examiner, a Chief Deputy Medical Examiner and 4 Deputy Medical Examiner's to cover 24/7/365 for the County. We now have 3 Part Time positions with a Medical Examiner- Jalene Scovell, Chief Deputy Medical Examiner- Jeff Gutzmer and a Deputy Medical Examiner- Shana Hines. Oddly enough, none of us live in the county, I am in Polk, Jeff is in Washburn, and Shana is in Barron. We do feel like we do a pretty good job of getting to the scene pretty quickly, especially when we are hearing how long other counties are waiting. So, I do stress that we get there as soon as possible and avoid holding up Deputies and Officers any longer than necessary. I plan to move into the county however, real estate options are a bit crazy right now so I don't know how that will work out.

My staff would like to thank our Law Enforcement staff all the help and assistance that we get from the Deputies and Officers in the County. I know that most of the time, a death scene is the last place any of them want to be and sometimes it is a resounding "no thanks, I will wait outside". We get it. It is just one of us so when they stick around to help lift, carry, and keep us safe, we do appreciate it.

We have updated the office a bit and we are working on our procedures now that there are only 3 of us in our department. Please be patient with us as we readjust and streamline how we do things. We have several conferences we will be attending this year to keep up with our skills and hopefully learn some new ones. We plan to make our office as professional and up to date on training and knowledge as we can even though we are a small department. I am looking at doing our own Death Investigation Training as well and look forward to getting that set up and planned.

Our office was also able to utilize the employee engagement funds to get together for a Christmas party at Voyager Village where we enjoyed a delicious dinner and good conversations. It isn't very often we get to be together as a team or get our spouses involved. We also were fortunate enough to not have any calls!

I am also working on a presentation that I will be doing at our State Conference at the end of January. I am not typically a public speaker or at all extroverted so it should be interesting.

Medical Examiner – Continued

We are all very willing to work alongside any other departments that are involved in a case. We love to answer questions and probably give you more information than you want but please reach out if you have questions or are curious about our role within the County. We all have cell phones and you are always welcome to call us while you wait for us to respond to a scene or you are working on a previous case. We don't bite and we certainly do not mind the interaction and love to bring as much awareness to this field as we can since people really do not understand what is all entailed and how time consuming it can be. If you see us at the office, feel free to stop in, say hello, grab a snack or just introduce yourself.

I am including a photo from our Christmas gathering so if you don't know who we are you can at least put a face to a name.

Here is to a successful and enjoyable 2026!

The Medical Examiner's Office

Jalene, Jeff and Shana



Health & Human Services

FoodShare (SNAP) Funding Update

Burnett County HHS is keeping a close eye on changes at the state and federal levels that may affect how the FoodShare program works for local households. While there was optimism at the end of 2025 that funding plans would move forward, timelines remain uncertain, and counties are carefully planning to ensure services remain steady and reliable.

What is FoodShare?

FoodShare (also known as SNAP) is a program that helps eligible individuals and families buy groceries each month using an EBT card, similar to a debit card.

Many working families, older adults, people with disabilities, and neighbors going through temporary hard times rely on FoodShare to help stretch their food budget. The program also supports local grocery stores and farmers by keeping food dollars in our community.

 To learn more or apply, visit www.access.wi.gov or contact Burnett County Health & Human Services for assistance.

What's Changing?

- **Administrative funding shifts:** Some program costs will move from the federal government to states and counties, adding pressure on taxpayers and local budgets.
- **Program accuracy:** Federal rules require low error rates, relying on trained staff and reviews.
- **Expanded work requirements:** New rules increase work obligations for some adults, raising coordination and support needs.

What This Means for Burnett County?

- HHS is estimating an increase of about \$80,000 in local costs related to running the program.
- Our dedicated staff are working hard to ensure neighbors who are applying for or receiving benefits continue to get prompt and helpful support.
- We stay committed to managing the program carefully and responsibly so we can keep costs under control.
- As a rural community, even small changes can have a ripple effect on staffing and services, and we're mindful of that.
- FoodShare plays a vital role in helping local families put food on their tables and also supports our local grocery stores and businesses.

Staying Informed

HHS is sharing information with state partners and closely monitoring developments. Our goal is to continue serving our community well while being thoughtful stewards of taxpayer resources.

County Clerk

In preparation for the Spring Election, the Clerk's Office has been conducting election training the last week of February. To date, there have been approximately 220 election officials who have attended various trainings including Municipal Clerks, Deputy Clerks, Chief Election Inspectors and general election workers, with another 30 people signed up to attend the final training March 3, 2026.

During the training, we covered everything from the administrative duties of the Clerks and Deputy Clerks and training on what the election officials do from before the polls open, to what happens through the day and finally the after-election duties once the polls close at 8:00 p.m.



The ballot for this Spring Election in Burnett County, which is a non-partisan (no party affiliation) election, will consist of one race for the Wisconsin Justice of the Supreme Court, 21 County Board Supervisors, school board members, school district (Siren, Shell Lake and Webster) referendums and Village Board races.

You can view sample ballot styles on the Burnett County website at www.burnettcounty.com and then go to the County Clerk's page and April 7, 2026, election. Don't forget to vote Tuesday, April 7, 2026.



Welcome!

BURNETT COUNTY



WELCOME BEN PARDUN

Communications
Deputy

Hello, my name is Ben Pardun, and I'm excited to start my role as a Dispatcher with the Burnett County Sheriff's Department.

I have no background experience in law enforcement, but I am excited to start learning!

When I'm not at work, you can usually find me hunting, running, traveling, or spending time with family and friends.



Welcome!



Agriculture Position Update

**Welcome Tawonga, the new
Regional Agriculture Educator
serving Barron, Burnett, Sawyer
and Washburn Counties!**

Tawonga was born and raised in Malawi, where her early experiences in agriculture inspired a strong commitment to food security and sustainable farming systems. She earned her Bachelor of Science in Agricultural Sciences from EARTH University in Costa Rica in 2021, followed by her role in Climate-Smart Agriculture program with CAMFED Malawi. She later worked as a research scholar at a Nematology lab at the University of Florida. She also has a Postgraduate Diploma in Global Food Security and Nutrition from the University of Edinburgh, and she recently earned a Master of Science degree in Horticulture and Crop Science at The Ohio State University, where her research focused on sunflower production systems, including full-season and double-crop management, nutrient management, and agronomic adaptability in Ohio.

Tawonga will work closely with specialty and emerging crop producers, and agribusiness professionals. She is excited about building trusted relationships with farmers and ensuring that research-based knowledge is accessible, inclusive, and locally relevant.



Tawonga Zakeyu
Diversified Vegetables and
Emerging Crops Educator
Zakeyu@wisc.edu



Although she will travel between these four counties, her office will be at the Washburn County Extension office, located in Shell Lake. She will begin on January 12th.



VILLAGE OF GRANTSBURG SEH PROJECTS MONTHLY UPDATE

February 26, 2026

Copies to: Sheila Meyer, John Erickson and Allison Longhenry (Village of Grantsburg)
Dan Penzkover, Bryan Cunningham, Jeremiah Wendt, Jeff Nussbaum, Isaac Steinmeyer, Jana Nyhagen, Bridget Anderson, Brea Grace, Thad Webb, Dylan Friss, Brian Kent, Veronica Aranda and Henry Elling (SEH)

NOTE: Sheila Meyer's last day with the Village will be March 27th, congratulations on your retirement and well deserved Sheila! Allison Longhenry will take over as the new Clerk/Treasurer, congratulations Allison!

I. WWTP/Main Lift Station Project

- A. The South Lift Station and WWTP progress meeting was held on Feb. 17th, and work continues on the buildings and site at each location.
- B. SEH/Dylan attended the Village Board meeting virtually on Feb. 9th to present the pending change orders. CO #1 is still pending final approval by the Village Board.
- C. SEH is working on the final permit for land application of sludge and will revise everything for spring application and resubmit it to WDNR.
- D. Application for Payment (AFP) #7 is currently being reviewed by SEH.
- E. Watermain work will take place in the spring of 2026.

II. PLM Development Project (W. Harrison Avenue Extension)

- A. Dan provided updated cost estimates for the sanitary sewer and water service work to Sheila and shared the bidding amount requirements for public bidding.
- B. Sheila presented the updated estimates to the developer and the Board.

III. Campground Expansion/WDNR Stewardship Project

- A. All work has been completed.
- B. SEH is working on the final as-built record plans for the project.

IV. Water Treatment Plant Project

- A. The proposals for final design and construction services, SDW Funding Application and Administration, and CDBG Funding assistance were approved at the Jan. 12th Village Board meeting.
- B. SEH has started work on final design of the project.
- C. The public hearing for the CDBG-PF grant funding will be held at 4:00 p.m. on Monday, April 13th, before the Village Board meeting.

V. Landfill Monitoring Plan Modification/Well Abandonment

- A. The proposal for eliminating environmental monitoring at the landfill was approved by the Village Board on Jan. 12th.
- B. A final plan modification will be presented to WDNR with the hopes of ending monitoring and abandoning the existing monitoring wells.

- VI. STH 70 (State Line to 350' East of Johnson St.) WisDOT Paving Project**
 - A. Construction currently proposed in 2030

Burnett County Agricultural Society Fair

13100 Carlberg Rd
Grantsburg, WI 54840

February 19, 2026

To;
Townships of Wood River, Trade Lake, Grantsburg, Anderson, West Marshland, and the Village of Grantsburg

Enclosed please find two reports. The first is the statement of this year's amount due for each municipality. The second is an annual report of the funds in the property account for 2025. These funds are put into a separate savings account and transferred to the checking account to pay the appropriate bills. As has been established in the past, the funds from the municipalities are used to pay for the property insurance, building projects or maintenance and repair expenses. If we have a good year or don't have any large projects and don't need to use all the funds, we let them build up in the account in case we have a larger project in the future. We have included information relating to the amounts in the report. We have also included some information on some expenses that the fair board paid last year out of the operations of the fair and fairgrounds. We hope that this provides a better picture of what the funds are used for and who is paying the different expenses.

We also want to give you an update on the property related projects from 2025. We repaired the foundation of the main fair building near the office door. We replaced the roof on the East side of the cattle barn. We applied for and received a Compeer Fair Grant again this year for \$4,000 to help with the cost of this project. We replaced the electrical services at the northeast corner of the fair house. We moved the panel to the north side of the building and eliminated all the overhead wires and poles to make everything cleaner and safer. We also upgraded the lighting in the arena and pit area and replaced the refrigeration unit in the kitchen walk-in cooler.

In January of this year, we purchased 8+ acres of land adjoining the north and east sides of our pit area. It will be used to expand our pit area for grandstand events which will help create more parking space for fair attendees. It also gives us the possibility of creating an exit from the pits onto Highway 70. We have several projects that we are looking to address in the near future. They would include, bathroom upgrade and remodel, replacement of the walk-in cooler in the beer garden, finishing the walls in the south wing to match the rest of the fair building, possible replacement of the sewer line to the street after the problem at fair time last year, major repairs or possible replacement of the small animal barn and horse barn. We will be discussing and prioritizing these projects this spring to decide which ones need to be done first.

At this point, we have a full schedule of events scheduled for the fairgrounds this year. We hold our meetings monthly on the first Thursday of every month at 6:30. Anyone with an interest in the fair is always welcome at our meetings. If you have any questions regarding our projects, the report and statement or anything else, please contact Bruce Scheider at 715-488-2472. Thank you very much for your past, present and future support of the fair.

Burnett County Ag Society Fair Board

Burnett County Agricultural Society Fair

13100 Carlberg Rd
Grantsburg, WI 54840

February 19, 2026

Financial Report to Municipalities for Property Account
For 2025

Balance on January 1, 2025,	+19,343.73
Township & Village Payments 2025	+6000.00
Property Insurance 2025	0.00
Maintenance & repair Expenses 2025	0.00
Interest Earned	478.47
Balance on December 31, 2025,	25,822.20

Information regarding property and insurance related expenses:

The fair board treasury paid in 2025:

- \$3,244.00 for liability insurance
- \$5,219.00 for property insurance
- \$370.00 for insurance on contents & furnishings
- \$660.00 for Work Comp Insurance
- \$500.00 for Officer's & Directors Liability Insurance
- \$1,814.00 For Rain Insurance for events
- \$3,752.42 To replace and upgrade lighting in the arena & pit areas
- \$22,036.00 for new main electrical service at main fair building
- \$4,488.00 to repair foundation on NW corner of main fair building
- \$7,100.00 to replace compressor and condenser in kitchen cooler
- \$15,586.93 for new roof on East side of the cattle barn
(After Compeer Grant of \$4,000)

The fair board chose to pay the property insurance and the maintenance and repair expenses this year. We wanted to leave as much as possible in the account because we have a couple of major projects to look at in the near future.



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Administration Committee Meeting Minutes

The Village Administration Committee met on Monday, February 9th, 2026, at 2:30 p.m. in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

Present: President Rick Lindberg
Trustee Greg Peer
Trustee Hank Java

Others: Clerk/Treasurer Sheila Meyer
Director of Public Works John Erickson
Police Chief Jared Woody, via phone
Deputy Clerk/Treasurer Sarah Longhenry
Trustees John Addison
Others: Nicki Peterson, Mike Janke, Scott McLain

President Lindberg called the Administration Committee Meeting to order at 2:30 p.m. The Pledge of Allegiance was recited.

Grantsburg School's rental agreement for the Community Center

This agenda item was moved to later in the meeting.

Watercross – 1) Approvals: road closures, ATV and Golf Cart use

The committee discussed opening streets for alcohol consumption for community events. They discussed the test run at Grantoberfest event went well but that family friendly event couldn't compare to the Rock the Block and Watercross events. Chief Woody indicated he would not like to open alcohol consumption for Rock the Block or Watercross. The 2026 Watercross street closure and ATV and golf cart use request would be the same as last year. Nicki and Mike requested Rock the Block street closures to only be in front of Joker's Bar, Hummer's Rendezvous, and Brickfield Brewing. The space needed would be for a food truck and picnic tables. Their plan is to use cattle gates from the fair to block off the area and have set up right away in the morning with trucks arriving around 11 a.m. and have the areas cleaned up after bar close. Nicki and Mike decided it was better for other businesses and allow for more parking to avoid a full street closure for this year's event. The committee will discuss Rock the Block at the next Administration Committee Meeting scheduled for Monday, March 9th.

Motion by Trustee Java, second by Trustee Peer to approve the 2026 Watercross road closures, and atv and golfcart use. Motion carried.

PLM Development – Request for utilities

Scott would like to develop the remainder of his parcel between Russell Street North and Gary Street which would require installation of utilities. An easement was established to allow the Village to run a watermain from Russell Street North across Scott's property to the new

wastewater treatment plant on Gary Street. With water already installed, Scott would like to install sewer main at the same time to save on costs. Scott requested the Village pay the \$21,000.00 of engineering fees associated with installation of the sewer main. He felt that his easement provided an estimated \$90,000.00 savings to the Village since the watermain did not have to go around his property and having the Village cover his engineering fees would be a fair trade. The committee asked DPW Erickson to put Scott in contact with the Wastewater Treatment Plant Project rep for Market and Johnson to further discuss this part of the project.

No motions made.

Grantsburg School's rental agreement for the Community Center

The committee discussed the most recent version of the contract for the school district's rental of the Community Center. Further discussion will continue at the Village Board following this meeting.

No motions made.

Adjournment

The meeting was adjourned at 3:57 p.m.

Allison Longhenry
Deputy Clerk/Treasurer



Village of Grantsburg

Village Board of Trustees Meeting

Monday, February 9, 2026

The Board of Trustees for the Village of Grantsburg met on Monday, February 9, 2026, at 4:00 p.m. in the Village Board Room, 316 S. Brad Street, Grantsburg, Wisconsin.

Present: President Rick Lindberg, Trustee Greg Peer, Trustee Leo Janke, Trustee Hank Java, Trustee John Addison, Trustee Matt Chadwick, Trustee Kim Korhonen

Others: DPW John Erickson, Deputy Clerk/Treasurer Allison Longhenry, Deputy Clerk/Treasurer Sarah Longhenry, Greg Marsten-Burnett County Sentinel. Via Teams: Dylan Friss & Jeremiah Wendt, SEH

Call to Order. President Lindberg called the Village Board meeting to order at 4:00 p.m. Clerk/Treasurer Meyer conducted roll call. The pledge of allegiance was recited.

Public Comments. No one appeared

Correspondence. Included in the Trustee packets were the Burnett County Administration newsletter and the monthly project update report from SEH.

Minutes. President Lindberg asked if there were any changes, corrections or additions to the minutes presented from the following 2026 meetings: January 12th Administration Committee; January 12th Village Board; January 23rd Public Safety Committee; January 26th Leisure & Rec Committee. None were proposed. **Minutes were accepted as presented.**

Dylan Friss & Jeremiah Wendt, SEH. 1) Market & Johnson Change orders #04R2 and #08. Dylan Friss explained Change Order #04R2 – Lift Station Relocation saying \$12,492 is being requested by the contractor for tree removal and sidewalk repair that was not anticipated due to the relocation of the lift station. An abandoned 8” water main, that did not show up on the Village maps, caused the need to move the lift station. Change order #08 was the result of debris being discovered once digging started. Cement, brick, metal fragments, a windmill, etc. were among the items found. The debris caused additional subsoil to be brought in by the contractor. The Trustees had questions and concerns about the additional \$12,195.11 being requested due to the debris removal and offsite disposal, import and placement of structural backfill and related restoration. Some asked if dirt work contractors build in an amount for unanticipated problems discovered once digging starts. President Lindberg asked Friss and Wendt to have a conversation with the contractor and Market & Johnson about some possible cost sharing of the \$12,195.11 and report back to the Village Board in March.

Motion by President Lindberg, second by Trustee Janke to approve change order #04R2

- Lift Station Relocation with an additional cost of \$12,492 and wait for approval on change order #08 until the engineers can have a discussion with the contractors and report back at the March Village Board meeting. Motion passed unanimously.

2) WWTP project amendment. Jeremiah Wendt explained the items included in Amendment No. 1 (Task 4) to SEH's Supplemental Letter Agreement for the WWTP Improvements Project including watermain alignment and easement coordination, WDNR construction storm water permit support, endangered resources coordination and late-season field survey (KBB/lupine), and State fire alarm permit/plan review (DSPS-DIS) coordination. **Motion by President Lindberg, second by Trustee Addison to approve Amendment No. 1 (Task 4) to SEH's contract for the WWTP Improvements Project in the amount of \$6,136.71. Motion passed unanimously.**

STAFF REPORTS

Public Works DPW Erickson informed the Trustees of items happening since the last board meeting including ordering more snowflake decorations, clearing hydrants of snow and using different flag markers on all hydrants in the future so they are not as easily broken off. DPW Erickson reported there is a 3-week delivery date for a new head for the streetlight at Oak and Olson and the pump controller for the N. Pine Street lift station is failing and a new one will be integrated into the WWTP project.

Police Chief Woody was unable to be at the meeting. The monthly incident report and graph were included for January showing 63 calls for service.

Administration Clerk/Treasurer Meyer presented the license and permits report showing one zoning permit issued for a new home, and the cash report with a checking account balance of \$81,415.32 after all vouchers are paid, and a Treasury account balance of \$1,501,582.68.

Library Director Yoerg was unable to attend the meeting. Her monthly report was provided in the Trustee packets for their review.

COMMITTEE REPORTS

Administration Committee. 1) Community Center rental agreement with the Grantsburg School District. C/T Meyer provided the newest version of the rental agreement received from the School District with a comparison of the changes from the last Village version. Discussion ensued. The Trustees felt the last agreement sent to the School District by the Village was a fair contract. **Motion by Trustee Janke, second by President Lindberg instructing C/T Meyer to send the Village's last draft of the Community Center rental agreement to the School District with three (3) options: 1. request the School District Administration, School Board members and gymnastics rep attend the March 9th Administration**

Committee meeting to discuss the CC rental agreement, or 2. sign the latest Village version of the CC rental agreement as it was submitted to the School District on December 17th 2025, or 3. the CC rental agreement between the Village and the Grantsburg School District for the gymnastics program and storage of equipment will be terminated at the end of the current WIAA Gymnastics season. Motion passed unanimously.

2) Watercross & Rock the Block. The Administration Committee approved street closures, ATV and golf cart usage for the 2026 Watercross event which were the same as last year. After discussion regarding Rock the Block, it was determined no street closures were needed.

3) PLM Development. DPW Erickson will help connect Scott McLain, PLM, with the contractors on the WWTP project for ideas on sewer main installation and water/sewer hookups.

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

Checks #36861-36904	\$968,815.34
Payroll vouchers V9836-V9869	\$36,476.91
ACH/EFTPS payments	\$60,441.68
Total	<u>\$1,065,733.93</u>

Motion passed unanimously.

Market and Johnson Inc. pay request. Motion by Trustee Addison, second by Trustee Java to approve the WWTP project pay request #6 from Market & Johnson in the amount of \$222,543.80. Motion passed unanimously.

Trustee reports, concerns... Trustee Addison inquired about the Village's Comprehensive Plan that is required to be updated by 2030. Discussion was held about the existing plan, the company that was hired to construct the plan and the necessary public participation meetings required. The process takes some time so the update will need to be started early.

Adjournment The Village Board meeting was adjourned at 5:32 p.m.

Sheila Meyer
Clerk/Treasurer



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Public Safety Committee Meeting Minutes

The Village Public Safety Committee met on Friday, March 6, 2026, at 8:30 a.m.
in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

Present: Chairman/Trustee Greg Peer
Trustee John Addison
Trustee Kim Korhonen

Others: Chief Jared Woody
Police Administrative Assistant Larissa Lee
President Rick Lindberg

Chairman Peer called the Public Safety Committee Meeting to order at 8:37 a.m. The Pledge of Allegiance was recited.

Property Maintenance questions and review

No new properties were reviewed. The committee discussed the use of portable storage containers as permanent structures. The committee asked staff to gather sample ordinances referencing storage containers to use as a guide for developing one for the Village. The committee discussed the use of storage containers in residential versus commercial zoning districts as well. The committee planned to discuss it at the next Public Safety Committee Meeting.

President Lindberg suggested a community project that could help property owners with property maintenance. The committee discussed options to partner with youth groups, churches, etc. for events such as a Village brush pick up. This item will be placed on an agenda to discuss at a future meeting.

No motions made.

Abatement Process

Chief Woody reviewed the abatement process with the committee. He had met with the new Fire Chief, Todd Snyder, and was informed that the fire department has hired a third-party vendor to perform inspections, and they will only complete commercial

inspections. Chief Woody indicated that the Village's building inspector would need to be hired to perform inspections at properties the committee felt should enter the abatement process.

The committee discussed the need to move forward on the top five properties of concern to keep the momentum for property clean up in the Village. The committee asked staff to send letters to the top five property owners requesting their presence at the next Public Safety committee meeting, or their property may begin the abatement process. Staff will work with the building inspector to get a quote on the necessary inspections. Discussion will continue at the next public safety meeting.

No motions made.

Bathhouse vandalism

Chief Woody indicated the bathhouse has been locked since the last meeting, and there have been no further issues. The plan is to change the door code each camping season and have the bathhouse open during park hours once the campground is open.

No motions made.

Wildlife feed sales

Deputy Clerk/Treasurer Longhenry reviewed ordinance §259 Direct Sellers, section 3 Exemptions, part C. She explained that wildlife feed sales are exempt from any permitting as long as the person is selling agricultural products that they themselves have grown. The committee discussed any storage units use for such sales need to be permitted per Village ordinances.

No motions made.

The meeting was adjourned at 10:17 a.m.

Next Public Safety Meeting : Thursday, April 2nd at 9:00 a.m.

Allison Longhenry
Deputy Clerk/Treasurer

Form
CTV-100

Cigarette, Tobacco, and Electronic Vaping Device Retail License Application

FOR CLERKS ONLY
Municipality
License Period

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietor) Brickfield Brewing, LLC		
2. Business Trade Name or DBA		
3. FEIN 82-3061637	4. Wisconsin Seller's Permit Number 456-1030119048-02	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation		
6. State of Organization Wisconsin	7. Date of Organization 10/12/2017	8. Wisconsin DFI Registration Number B088335
9. Premises Address (do not use PO Box) 151 West Olson Drive		
10. City Grantsburg	11. State WI	12. Zip Code 54840
13. County Burnett	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of <u>Grantsburg</u>	15. Aldermanic District
16. Mailing Address (if different from premises address) PO Box 657		
17. City Grantsburg	18. State WI	19. Zip Code 54840
20. Premises Phone (715) 463-1900	21. Premises Email contact@brickfieldbrewing.com	22. Website www.brickfieldbrewing.com
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. Sales will be conducted in Brickfield Brewing, a red brick building where there is open seating and a bar. Only cigars will be sold (no cigarettes or vapes) and they will be stored in a humidor behind the bar and/or in a room behind the bar that is only accessible by brewery staff. Occasionally there will be events where cigar reps will come and we may sell the cigars outside on the patio at that time. If it's raining the event may be held inside the brewery at a table.		

Part B: Questions

1. What products will be sold at this business location? (check all that apply) <input type="checkbox"/> Cigarettes <input checked="" type="checkbox"/> Tobacco Products <input type="checkbox"/> Electronic Vaping Devices
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply) <input checked="" type="checkbox"/> Over the counter <input type="checkbox"/> Vending machine
3. Is the applicant business owned by another business entity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers. 3a. Name of Parent Company: _____ 3b. FEIN of Parent Company: _____

✓ 2-26-2024 Pd

Public Works Report March 10th,2026

Events: Snowflakes that were ordered have arrived. Others have since been taken down and winter banners are now up.

Streets: We are still waiting for the parts to arrive for Olson/Oaks streetlight.

We have filled in some potholes throughout town as weather allowed, using roughly 3,000 pounds of asphalt so far.

Water: The water treatment plant project is moving along; we are in the final design stages. We are still on track for fall 2026 bidding with construction in spring of 2027. I've been having meetings with engineers to narrow down project details for the water treatment plant and other projects as listed in the project update from SEH.

Misc: Water/Wastewater position

Director of Public Works

John Erickson



Grantsburg Police Department

Law Total Incident Report, by Nature of Incident

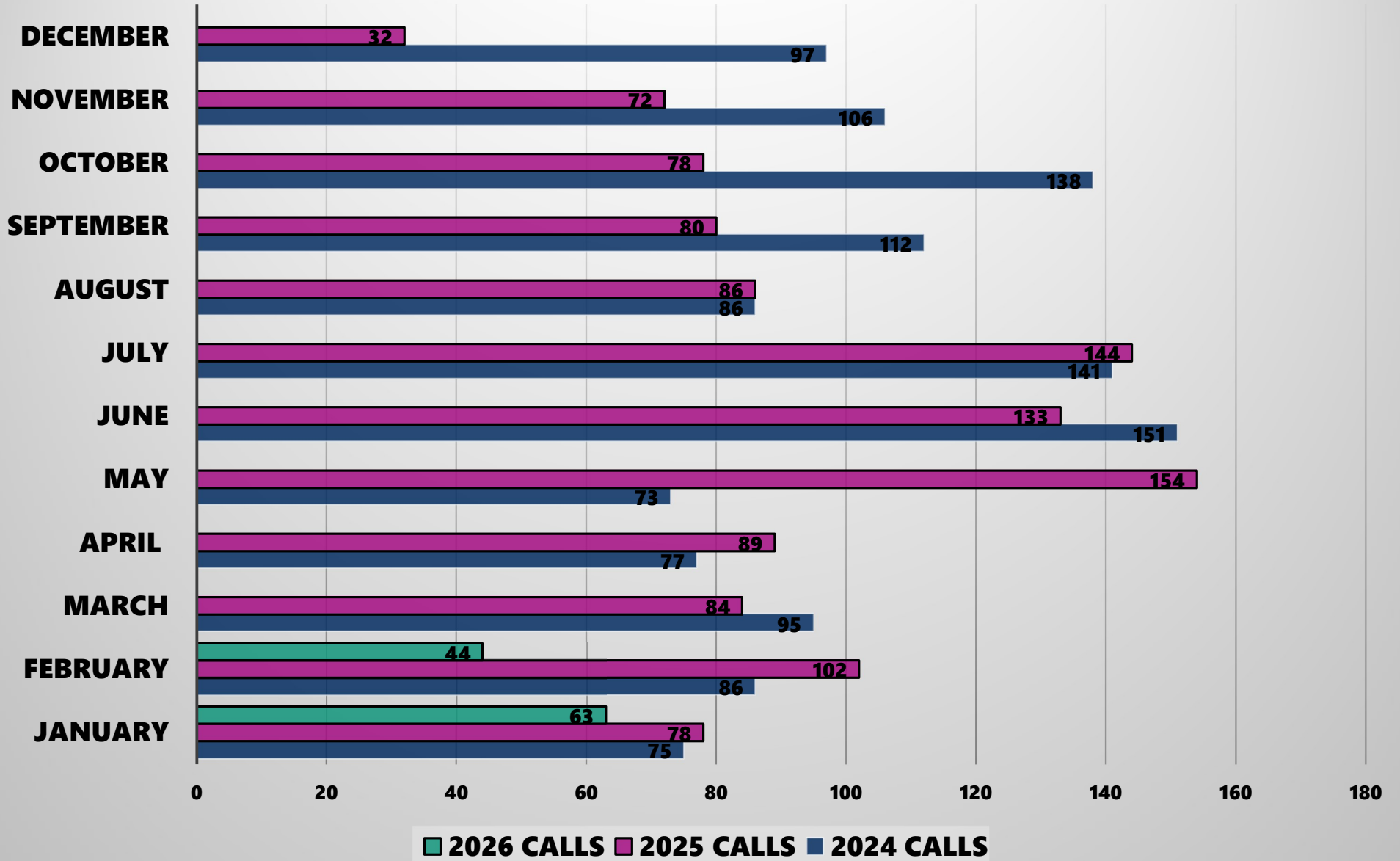
<u>Nature of Incident</u>	<u>Total Incidents</u>
Acc Prop Damage- MV_____	1
Alarm_____	1
Animal Problem_____	3
Warrant/Prob/Arrest_____	1
Agency Assistance_____	7
Assist Citizen_____	2
Background Check_____	2
Disturbance_____	2
Erratic Driver_____	2
Struct Fire/Veh Fire_____	1
Harassment_____	1
Juvenile Problem_____	1
Medical Emergency_____	2
Ordinance Violation_____	1
Property Damage_____	1
Suicidal Subject_____	1
Suspicious Person, Circumstnce_____	5
Theft/Shoplift_____	2
Traffic Stop_____	6
Welfare-Abuse-Neglect_____	2

Total reported: 44

Report Includes:

All dates between `00:00:00 02/01/26` and `23:59:59 02/28/26`, 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
March 9, 2026**

Zoning Permits

26-02 Paul & Kate Sommerfeld, 661 Linden St N – new driveway

Operator License

26-01 Mylee Barton – KJ's Fresh Market

26-02 April Berley – Foxhole

VILLAGE OF GRANTSBURG
 GENERAL CHECKING ACCOUNT

BALANCE	2/9/2026		\$81,415.32
Additional January checks		-	\$297.76
RECEIPTS	2/9-2/28/2026	+	\$727,474.02
CHECKS PD	2/9-2/28/2026	-	\$787,384.22
CHECKS #36905-36932			\$698,240.81
PAYROLL V9870-V9885			\$18,601.92
ACH/EFTPS			\$70,541.49
CHECKING ACCT BALANCE	2/28/2026		<u>\$21,207.36</u>
RECEIPTS	3/1-3/9/2026	+	\$26,995.97
Transfer from Treasury Acct		+	\$50,000.00
CHECKS PD	3/1-3/9/2026	-	\$31,890.73
CHECKS #36933-36934			\$130.90
PAYROLL #V9870-V9900			\$17,474.83
ACH/EFTPS			\$14,285.00
CHECKING ACCT BALANCE	3/9/2026		<u>\$66,312.60</u>
VOUCHERS TO APPROVE	3/9/2026		<u>\$7,296.51</u>
CHECKING ACCT BALANCE	3/9/2026		<u><u>\$59,016.09</u></u>
Treasury Account Balance	3/9/2026		<u><u>\$1,505,795.69</u></u>

Fund: 100 - GENERAL

	2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
GENERAL PROPERTY TAX	0.00	0.00	535,582.00	-535,582.00	0.00
TAX FROM UTILITIES	0.00	0.00	54,195.00	-54,195.00	0.00
PILOT VILLAGE HOUSING AUTH	0.00	9,264.07	4,200.00	5,064.07	220.57
PILOT COUNTY HOUSING AUTH	0.00	1,776.79	1,800.00	-23.21	98.71
PILOT COURTYARD SQUARE APTS.	0.00	0.00	2,000.00	-2,000.00	0.00
PILOT GHI BIG GUST TERRACE	0.00	0.00	2,400.00	-2,400.00	0.00
INTEREST/PENALTY ON TAXES	0.00	0.00	18.00	-18.00	0.00
TAX COLLECTIONS	0.00	11,040.86	600,195.00	-589,154.14	1.84
SHARED REVENUE - STATE	0.00	0.00	527,904.15	-527,904.15	0.00
FIRE INSURANCE TAX	0.00	0.00	4,500.00	-4,500.00	0.00
STATE GRANTS - LAW ENFORCEMENT	0.00	0.00	800.00	-800.00	0.00
LOCAL STREETS	0.00	21,877.20	87,561.00	-65,683.80	24.99
MUNICIPAL PAYMENT SERVICES	5,628.59	5,628.59	5,000.00	628.59	112.57
LIEU TAX - DNR	0.00	0.00	640.63	-640.63	0.00
STATE PAYMENT - COMPUTER AID	0.00	0.00	3,533.67	-3,533.67	0.00
STATE PAYMENT-PP AID	0.00	0.00	11,444.62	-11,444.62	0.00
INTERGOV REVENUE	5,628.59	27,505.79	641,384.07	-613,878.28	4.29
BUSINESS	0.00	0.00	900.00	-900.00	0.00
LIQUOR & BEVERAGE	0.00	0.00	6,700.00	-6,700.00	0.00
OPERATOR'S	120.00	240.00	4,200.00	-3,960.00	5.71
CIGARETTE	29.17	29.17	800.00	-770.83	3.65
DOGS	185.00	426.60	1,375.00	-948.40	31.03
BUILDING PERMIT	0.00	180.00	3,500.00	-3,320.00	5.14
ZONING PERMITS & FEES	650.00	650.00	700.00	-50.00	92.86
LICENSE	984.17	1,525.77	18,175.00	-16,649.23	8.39
LAW & ORDINANCE VIOLATIONS	224.52	672.16	3,000.00	-2,327.84	22.41
FINES & PENALTY	224.52	672.16	3,000.00	-2,327.84	22.41
GENERAL GOVERNMENT	205.00	305.62	2,000.00	-1,694.38	15.28
LAW ENFORCEMENT	10.00	60.00	300.00	-240.00	20.00
STREETS	-5,277.28	-5,277.28	700.00	-5,977.28	-753.90
AIRPORT	4,000.00	7,010.16	7,091.00	-80.84	98.86
TRASH COLLECTION	11,654.47	23,341.02	144,471.92	-121,130.90	16.16
RECYCLING	23.00	27.00	200.00	-173.00	13.50
RIVERSIDE CEMETERY	0.00	500.00	3,700.00	-3,200.00	13.51
CAMPGROUND	1,935.00	2,285.00	161,400.00	-159,115.00	1.42
SWIMMING POOL	0.00	0.00	27,880.00	-27,880.00	0.00
MISC. OTHER INCOME	12,550.19	28,251.52	347,742.92	-319,491.40	8.12
INTEREST	4,862.33	4,895.33	25,500.00	-20,604.67	19.20
INTEREST - SPECIAL ASSESSMENTS	0.00	0.00	1,000.00	-1,000.00	0.00
RENT	1,360.00	2,499.00	18,000.00	-15,501.00	13.88

Fund: 100 - GENERAL

	2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
SALE OF VILLAGE PROPERTY	0.00	0.00	10,000.00	-10,000.00	0.00
DONATIONS	20,575.44	20,575.44	103,101.00	-82,525.56	19.96
MISC. REVENUE	26,797.77	27,969.77	157,601.00	-129,631.23	17.75
Total Revenues	46,185.24	96,965.87	1,768,097.99	-1,671,132.12	5.48

Fund: 100 - GENERAL

	2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
LEGISLATIVE	132.49	1,022.09	5,773.00	4,750.91	17.70
LEGAL	560.00	560.00	15,000.00	14,440.00	3.73
GENERAL ADMINISTRATION	1,327.14	1,580.84	7,700.00	6,119.16	20.53
PRESIDENT	10.50	10.50	2,476.00	2,465.50	0.42
CLERK	4,001.13	8,842.46	63,258.00	54,415.54	13.98
ELECTIONS	0.00	0.00	6,455.00	6,455.00	0.00
IT SERVICES	1,227.94	3,011.32	20,775.75	17,764.43	14.49
TREASURER	8,103.56	13,036.63	67,058.00	54,021.37	19.44
ASSESSMENT OF PROPERTY	0.00	2,100.00	8,550.00	6,450.00	24.56
BUILDINGS	2,510.53	3,401.30	30,171.64	26,770.34	11.27
LAW ENFORCEMENT INSURANCE	0.00	3,058.65	4,720.56	1,661.91	64.79
HIGHWAY INSURANCE	0.00	11,612.53	18,057.67	6,445.14	64.31
AIRPORT INSURANCE	0.00	1,500.00	787.50	-712.50	190.48
Golf Insurance	0.00	1,054.00	553.35	-500.65	190.48
OTHER INSURANCE	0.00	11,374.64	17,493.37	6,118.73	65.02
OTHER GENERAL GOV'T	0.00	3,024.00	3,200.00	176.00	94.50
GENERAL GOVERNMENT	17,873.29	65,188.96	272,029.84	206,840.88	23.96
LAW ENFORCEMENT	24,392.95	60,722.53	502,901.00	442,178.47	12.07
FIRE PROTECTION	0.00	14,521.79	62,636.00	48,114.21	23.18
AMBULANCE	45,617.70	45,617.70	90,896.63	45,278.93	50.19
PUBLIC SAFETY	70,010.65	120,862.02	656,433.63	535,571.61	18.41
STREET ADMINISTRATION	226.93	425.12	4,720.00	4,294.88	9.01
STREET MAINTENANCE	1,213.50	4,826.22	103,202.00	98,375.78	4.68
GARAGE	2,667.84	3,352.70	16,600.00	13,247.30	20.20
MACHINERY	1,640.38	2,060.69	18,750.00	16,689.31	10.99
STREET CONSTRUCTION	0.00	0.00	49,120.31	49,120.31	0.00
SNOW & ICE	6,070.63	12,466.60	42,734.10	30,267.50	29.17
STREET LIGHTS	2,105.43	2,105.43	26,000.00	23,894.57	8.10
STREET SIGNS	0.00	0.00	550.00	550.00	0.00
AIRPORT	529.38	782.61	7,023.61	6,241.00	11.14
TRASH COLLECTION	0.00	0.00	142,318.07	142,318.07	0.00
RECYCLING	620.06	620.06	2,519.00	1,898.94	24.62
PUBLIC WORKS	15,074.15	26,639.43	413,537.09	386,897.66	6.44
RIVERSIDE CEMETERY	41.63	783.47	14,574.00	13,790.53	5.38
HEALTH AND HUMAN SERVICES	41.63	783.47	14,574.00	13,790.53	5.38
COMMUNITY CENTER	1,192.62	1,486.19	45,121.58	43,635.39	3.29
PARKS	896.91	1,231.18	5,700.00	4,468.82	21.60
CAMPGROUND	1,202.36	2,226.70	46,973.00	44,746.30	4.74
EVENTS	13.42	13.42	12,681.00	12,667.58	0.11
FAIRGROUNDS	0.00	0.00	810.00	810.00	0.00
SWIMMING POOL	41.42	41.42	88,781.42	88,740.00	0.05

Fund: 100 - GENERAL

	2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
GOLF COURSE	0.00	0.00	500.00	500.00	0.00
SKATING RINK	0.00	0.00	600.00	600.00	0.00
LEISURE & RECREATION	3,346.73	4,998.91	201,167.00	196,168.09	2.48
PRINCIPAL	60,092.80	287,859.79	356,327.79	68,468.00	80.79
INTEREST - LONG	11,256.63	22,839.98	32,722.90	9,882.92	69.80
DEBT SERVICE	71,349.43	310,699.77	389,050.69	78,350.92	79.86
OPERATING TRANSFER	0.00	60,000.00	60,000.00	0.00	100.00
MISC. EXPENDITURES	0.00	0.00	500.00	500.00	0.00
OTHER FUNDING	0.00	60,000.00	60,500.00	500.00	99.17
Total Expenses	177,695.88	589,172.56	2,007,292.25	1,418,119.69	29.35
Net Totals	-131,510.64	-492,206.69	-239,194.26	253,012.43	205.78

Fund: 200 - WATER UTILITY

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
200-00-43220-000-000	Federal Grants - ARPA	0.00	0.00	0.00	0.00	0.00
200-00-43581-000-000	State Grant - CDBG	0.00	0.00	0.00	0.00	0.00
INTERGOV REVENUE		0.00	0.00	0.00	0.00	0.00
200-00-46000-000-000	SERVICE CHARGES	0.00	0.00	0.00	0.00	0.00
200-00-46411-000-451	Water Metered Residential	9,504.52	21,068.38	134,000.00	-112,931.62	15.72
200-00-46411-000-452	Water Metered Commercial	3,068.33	6,875.58	50,000.00	-43,124.42	13.75
200-00-46411-000-453	Water Metered Industrial	1,424.66	2,926.82	33,000.00	-30,073.18	8.87
200-00-46411-000-454	Water Metered Multi Family	990.69	2,459.36	12,000.00	-9,540.64	20.49
200-00-46411-000-462	Water Private Fire Protection	613.25	1,226.50	7,200.00	-5,973.50	17.03
200-00-46411-000-463	Water Public Fire Protection	10,226.60	20,576.00	122,500.00	-101,924.00	16.80
200-00-46411-000-464	Water Public Authorities	1,491.29	2,818.58	28,000.00	-25,181.42	10.07
SALES OF WATER TO CUSTOMERS		27,319.34	57,951.22	386,700.00	-328,748.78	14.99
200-00-46412-000-470	Water - Penalties	179.12	352.70	2,000.00	-1,647.30	17.64
200-00-46450-000-472	Rents from Water Property	0.00	0.00	0.00	0.00	0.00
200-00-46450-000-474	Water Misc. Other Revenues	-1,508.70	-1,876.20	8,500.00	-10,376.20	-22.07
UTILITY SERVICE		-1,508.70	-1,876.20	8,500.00	-10,376.20	-22.07
MISC. OTHER INCOME		25,989.76	56,427.72	397,200.00	-340,772.28	14.21
200-00-48000-000-000	MISC. REVENUE	0.00	0.00	0.00	0.00	0.00
200-00-48100-000-419	Water Interest on Investments	0.00	33.00	1,000.00	-967.00	3.30
200-00-48130-000-000	Water Interest-Special Assmnts	0.00	0.14	250.00	-249.86	0.06
200-00-48300-000-000	Water Meter Usage Fee	0.00	0.00	200.00	-200.00	0.00
200-00-48900-000-421	Water Misc. Non-Op. Income	0.00	0.00	0.00	0.00	0.00
200-00-48910-000-421	TID #6 Captial Contributions	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE		0.00	33.14	1,450.00	-1,416.86	2.29
200-00-49000-000-000	OTHER FUNDING	0.00	0.00	0.00	0.00	0.00
200-00-49100-000-000	Transfer In	0.00	0.00	1,879.11	-1,879.11	0.00
OTHER FUNDING		0.00	0.00	1,879.11	-1,879.11	0.00
Total Revenues		25,989.76	56,460.86	400,529.11	-344,068.25	14.10

Fund: 200 - WATER UTILITY

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
200-00-57000-000-000	OTHER PUBLIC SERVICES	0.00	0.00	0.00	0.00	0.00
200-00-57300-000-403	Water Depreciation	0.00	0.00	49,942.76	49,942.76	0.00
200-00-57300-000-404	Water Amortization Expense	0.00	0.00	0.00	0.00	0.00
200-00-57300-000-425	Water Misc. Amortization	0.00	0.00	0.00	0.00	0.00
OTHER OPERATING EXPENSES		0.00	0.00	49,942.76	49,942.76	0.00
200-00-57520-000-600	Water Salaries & Wages	3,638.76	6,348.50	62,822.00	56,473.50	10.11
200-00-57520-000-620	Water Power for Pumping	2,517.76	2,517.76	21,000.00	18,482.24	11.99
200-00-57520-120-408	Water Payroll Taxes	270.24	471.49	4,606.00	4,134.51	10.24
200-00-57520-130-684	Water Ins/Health(09 add to686)	3.46	941.12	18,275.00	17,333.88	5.15
200-00-57520-135-684	Water HSA Employer Contr	0.00	0.00	0.00	0.00	0.00
200-00-57520-140-686	Water WRS/Ee Benefits	261.97	457.06	4,523.00	4,065.94	10.11
200-00-57520-950-408	Water PSC Remainder Assnt	0.00	0.00	400.00	400.00	0.00
200-00-57520-960-408	Water Tax Equivalent	0.00	0.00	54,195.00	54,195.00	0.00
WATER PUMPING EXPENSES		6,692.19	10,735.93	165,821.00	155,085.07	6.47
200-00-57530-000-000	Water Treatment Expenses	0.00	0.00	0.00	0.00	0.00
200-00-57530-000-630	Water Chemicals	3,650.28	4,026.10	27,500.00	23,473.90	14.64
WATER TREATMENT EXPENSES		3,650.28	4,026.10	27,500.00	23,473.90	14.64
200-00-57540-000-640	Water Supplies & Exp.	1,408.91	1,408.91	13,000.00	11,591.09	10.84
200-00-57540-000-641	Water Sampling/Testing Exp.	1,084.55	1,084.55	5,000.00	3,915.45	21.69
200-00-57540-000-650	Water Repairs of Plant	1,638.32	1,638.32	5,000.00	3,361.68	32.77
200-00-57540-000-660	Water Transportation Exp	203.15	203.15	2,000.00	1,796.85	10.16
WATER TRANSMISSION & DISTRIBUTION		4,334.93	4,334.93	25,000.00	20,665.07	17.34
200-00-57580-000-680	Water Admin. Wages	3,083.50	5,488.51	49,898.00	44,409.49	11.00
200-00-57580-000-681	Water Admin. Supplies & Exp	1,502.31	3,622.92	11,500.00	7,877.08	31.50
200-00-57580-000-682	Water Admin. Outside Services	22,471.40	22,471.40	5,000.00	-17,471.40	449.43
200-00-57580-000-684	Water Insurance Exp.	0.00	7,544.53	12,492.09	4,947.56	60.39
200-00-57580-000-688	Water Admin. Regulatory Comm	0.00	0.00	0.00	0.00	0.00
200-00-57580-000-689	Water Admin. Misc & IT Service	519.67	1,313.07	6,845.17	5,532.10	19.18
200-00-57580-000-690	Water Uncollectible A/R	0.00	0.00	0.00	0.00	0.00
200-00-57580-120-408	Water Admin. Payroll Taxes	225.85	401.63	3,777.00	3,375.37	10.63
200-00-57580-130-684	Wtr Admin Ins(09 add to 686)	12.00	1,241.50	10,480.00	9,238.50	11.85
200-00-57580-135-684	Water Admin HSA Employer Contr	0.00	0.00	0.00	0.00	0.00
200-00-57580-140-686	Water Admin. WRS/Ee Benefits	222.03	395.20	2,225.00	1,829.80	17.76
WATER ADMIN. & GENERAL		28,036.76	42,478.76	102,217.26	59,738.50	41.56
OTHER PUBLIC SERVICES		42,714.16	61,575.72	370,481.02	308,905.30	16.62
200-00-58000-000-000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
200-00-58200-000-427	Water Interest -Long Term Debt	861.46	3,415.46	11,473.26	8,057.80	29.77
DEBT SERVICE		861.46	3,415.46	11,473.26	8,057.80	29.77
200-00-59900-000-000	MISC. INCOME DEDUCTIONS	0.00	0.00	0.00	0.00	0.00

Fund: 200 - WATER UTILITY

Account Number	2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
200-00-59910-000-426 Water Other Income Deductions	0.00	0.00	50,847.00	50,847.00	0.00
=====					
OTHER FUNDING	0.00	0.00	50,847.00	50,847.00	0.00
=====					
Total Expenses	43,575.62	64,991.18	432,801.28	367,810.10	15.02
=====					
Net Totals	-17,585.86	-8,530.32	-32,272.17	-23,741.85	26.43

Fund: 210 - SEWER UTILITY

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
210-00-43220-000-000	Federal Grants	0.00	0.00	0.00	0.00	0.00
INTERGOV REVENUE		0.00	0.00	0.00	0.00	0.00
210-00-46000-000-000	MISC. OTHER INCOME	0.00	0.00	0.00	0.00	0.00
210-00-46450-000-474	Sewer Misc. Other Income	0.00	0.00	0.00	0.00	0.00
MISC. OTHER INCOME		0.00	0.00	0.00	0.00	0.00
210-00-47000-000-000	SERVICE CHARGES	0.00	0.00	0.00	0.00	0.00
210-00-47100-000-451	Sewer Charges - RE	23,545.26	51,556.17	325,726.00	-274,169.83	15.83
210-00-47100-000-452	Sewer Charges - CO	7,124.87	16,300.97	117,540.00	-101,239.03	13.87
210-00-47100-000-453	Sewer Charges - IN	3,761.80	7,819.35	80,445.00	-72,625.65	9.72
210-00-47100-000-454	Sewer Charges - Multi Family	2,252.20	5,895.20	23,331.00	-17,435.80	25.27
210-00-47100-000-464	Sewer Charges - PA	1,451.90	3,311.35	24,987.00	-21,675.65	13.25
SEWER CHARGES TO CUSTOMERS		38,136.03	84,883.04	572,029.00	-487,145.96	14.84
210-00-47110-000-470	Sewer Charges - Penalties	246.53	479.87	4,000.00	-3,520.13	12.00
SERVICE CHARGES		38,382.56	85,362.91	576,029.00	-490,666.09	14.82
210-00-48000-000-000	MISC. REVENUE	0.00	0.00	0.00	0.00	0.00
210-00-48100-000-419	Sewer Interest on Investment	228.48	261.48	1,200.00	-938.52	21.79
210-00-48130-000-000	Sewer Interest -Special Asmnts	0.00	0.00	0.00	0.00	0.00
210-00-48300-000-000	Sewer Meter Usage Fee	0.00	0.00	0.00	0.00	0.00
210-00-48900-000-421	Sewer Misc. Non-Op. Income	730,826.49	730,826.49	0.00	730,826.49	0.00
210-00-48910-000-421	TID #6 Capital Contributions	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE		731,054.97	731,087.97	1,200.00	729,887.97	60,924.00
210-00-49000-000-000	OTHER FUNDING	0.00	0.00	0.00	0.00	0.00
210-00-49100-000-000	TRANSFER IN	0.00	0.00	183.30	-183.30	0.00
OTHER FUNDING		0.00	0.00	183.30	-183.30	0.00
Total Revenues		769,437.53	816,450.88	577,412.30	239,038.58	141.40

Fund: 210 - SEWER UTILITY

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
210-00-57000-000-000	OTHER PUBLIC SERVICES	0.00	0.00	0.00	0.00	0.00
210-00-57300-000-403	Sewer Depreciation	0.00	0.00	59,743.99	59,743.99	0.00
210-00-57300-000-404	Sewer Amortization Expense	0.00	0.00	0.00	0.00	0.00
210-00-57300-000-425	Sewer Misc. Amortization	0.00	0.00	0.00	0.00	0.00
OTHER OPERATING EXPENSES		0.00	0.00	59,743.99	59,743.99	0.00
210-00-57310-000-820	Sewer Supervision & Labor	2,777.56	4,856.60	58,750.00	53,893.40	8.27
210-00-57310-000-821	Sewer Power	2,961.63	2,961.63	30,000.00	27,038.37	9.87
210-00-57310-000-826	Sewer Chemicals	4,756.99	7,163.97	65,000.00	57,836.03	11.02
210-00-57310-000-827	Sewer Supplies & Expenses	865.55	865.55	31,500.00	30,634.45	2.75
210-00-57310-000-828	Sewer Trans./Machinery	203.13	203.13	2,000.00	1,796.87	10.16
210-00-57310-000-829	Sewer Sampling/Testing Exp	567.80	567.80	7,000.00	6,432.20	8.11
210-00-57310-000-830	Sewer Meter Usage Fee	0.00	0.00	0.00	0.00	0.00
210-00-57310-120-408	Sewer Payroll Taxes	205.84	359.91	4,309.00	3,949.09	8.35
210-00-57310-130-684	Swr Ins/Health, (09 add to854)	3.46	941.12	17,200.00	16,258.88	5.47
210-00-57310-135-684	Sewer HSA Employer Contr	0.00	0.00	0.00	0.00	0.00
210-00-57310-140-854	Sewer WRS/Ee Benefits	199.99	349.68	4,230.00	3,880.32	8.27
SEWER OPERATING EXPENSES		12,541.95	18,269.39	219,989.00	201,719.61	8.30
210-00-57320-000-000	SEWER MAINTENANCE EXPENSES	0.00	0.00	0.00	0.00	0.00
210-00-57320-000-831	Sewer Repairs	1,570.29	631,986.43	5,000.00	-626,986.43	12,639.73
SEWER MAINTENANCE EXPENSES		1,570.29	631,986.43	5,000.00	-626,986.43	12,639.73
210-00-57340-000-684	Sewer Insurance Exp.	0.00	7,057.50	10,000.00	2,942.50	70.58
210-00-57340-000-850	Sewer Admin. Salaries	3,256.60	5,581.72	49,898.00	44,316.28	11.19
210-00-57340-000-851	Sewer Admin. Supplies & Exp	1,391.30	3,536.91	10,000.00	6,463.09	35.37
210-00-57340-000-852	Sewer Outside Services	43,713.40	43,713.40	4,000.00	-39,713.40	1,092.84
210-00-57340-000-856	Sewer Admin. Misc & IT Service	519.67	1,313.07	9,165.00	7,851.93	14.33
210-00-57340-000-890	Sewer Uncollectible A/R	0.00	0.00	0.00	0.00	0.00
210-00-57340-120-408	Sewer Admin. Payroll Taxes	238.49	408.47	3,777.00	3,368.53	10.81
210-00-57340-130-684	Swr Admin. Ins*(09 add to 854)	12.00	1,241.50	10,480.00	9,238.50	11.85
210-00-57340-135-684	Sewer Admin HSA Employer Contr	0.00	0.00	0.00	0.00	0.00
210-00-57340-140-854	Sewer Admin. WRS/Ee Benefits	234.50	401.91	2,225.00	1,823.09	18.06
SEWER ADMIN. & GENERAL		49,365.96	63,254.48	99,545.00	36,290.52	63.54
OTHER PUBLIC SERVICES		63,478.20	713,510.30	384,277.99	-329,232.31	185.68
210-00-58000-000-000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
210-00-58200-000-427	Sewer Interest- Long Term Debt	337.62	1,434.99	7,406.48	5,971.49	19.37
210-00-58500-000-426	Sewer Other Income Deductions	0.00	0.00	26,985.66	26,985.66	0.00
210-00-58500-000-433	Fees - Long Term Bonds	0.00	0.00	0.00	0.00	0.00
OTHER DEBT SERVICE		0.00	0.00	26,985.66	26,985.66	0.00
DEBT SERVICE		337.62	1,434.99	34,392.14	32,957.15	4.17

Fund: 210 - SEWER UTILITY

Account Number	2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
Total Expenses	63,815.82	714,945.29	418,670.13	-296,275.16	170.77
Net Totals	705,621.71	101,505.59	158,742.17	57,236.58	63.94

Fund: 250 - STORM WATER UTILITY

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
250-00-43000-000-000	INTERGOV REVENUE	0.00	0.00	0.00	0.00	0.00
250-00-43220-000-000	Federal Grants	0.00	0.00	0.00	0.00	0.00
250-00-43581-000-000	State Grant - CDBG	0.00	0.00	0.00	0.00	0.00
INTERGOV REVENUE		0.00	0.00	0.00	0.00	0.00
250-00-46000-000-000	SERVICE CHARGES	0.00	0.00	0.00	0.00	0.00
250-00-46324-000-451	Storm Water - RE	1,039.84	2,079.68	12,700.00	-10,620.32	16.38
250-00-46324-000-452	Storm Water - CO	2,938.89	5,878.48	34,500.00	-28,621.52	17.04
250-00-46324-000-453	Storm Water - IN	849.70	1,701.52	10,400.00	-8,698.48	16.36
250-00-46324-000-454	Storm Water - Multi Family	195.87	391.74	2,350.00	-1,958.26	16.67
250-00-46324-000-464	Storm Water - PA	1,193.44	2,386.88	13,877.00	-11,490.12	17.20
STORM WATER UTILITY		6,217.74	12,438.30	73,827.00	-61,388.70	16.85
250-00-46412-000-470	Storm Water Penalties	19.64	40.73	300.00	-259.27	13.58
250-00-46450-000-474	St. Wtr Misc. Other Income	0.00	0.00	0.00	0.00	0.00
MISC. OTHER INCOME		6,237.38	12,479.03	74,127.00	-61,647.97	16.83
250-00-48000-000-000	MISC. REVENUE	0.00	0.00	0.00	0.00	0.00
250-00-48100-000-419	St. Wtr Interest on Investment	177.70	208.44	300.00	-91.56	69.48
250-00-48900-000-421	St. Wtr Misc. Non-Op. Income	0.00	0.00	0.00	0.00	0.00
250-00-48910-000-421	TID #6 Capital Contributions	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE		177.70	208.44	300.00	-91.56	69.48
250-00-49000-000-000	OTHER FUNDING	0.00	0.00	0.00	0.00	0.00
250-00-49100-000-000	TRANSFER IN	0.00	0.00	3,539.45	-3,539.45	0.00
OTHER FUNDING		0.00	0.00	3,539.45	-3,539.45	0.00
Total Revenues		6,415.08	12,687.47	77,966.45	-65,278.98	16.27

Fund: 250 - STORM WATER UTILITY

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
250-00-51000-000-000	GENERAL GOVERNMENT	0.00	0.00	0.00	0.00	0.00
250-00-51300-000-000	St. Wtr Utility - Legal	0.00	0.00	0.00	0.00	0.00
250-00-51300-290-000	St. Wtr Utility - Ordinances	0.00	0.00	0.00	0.00	0.00
LEGAL		0.00	0.00	0.00	0.00	0.00
250-00-51400-000-000	GENERAL ADMINISTRATION	0.00	291.00	0.00	-291.00	0.00
250-00-51400-110-000	St. Wtr Admin - Wages	888.26	1,638.52	11,163.00	9,524.48	14.68
250-00-51400-120-000	St. Wtr Admin - Payroll Taxes	65.12	120.07	843.00	722.93	14.24
250-00-51400-130-000	St. Wtr Admin - Health, Ins	3.27	574.90	2,800.00	2,225.10	20.53
250-00-51400-135-000	St. Wtr Admin - HSA Er Contr	0.00	0.00	0.00	0.00	0.00
250-00-51400-140-000	St. Wtr Admin - WRS	63.94	117.95	596.00	478.05	19.79
250-00-51400-310-000	St. Wtr Admin - Gen'l Op	649.71	681.03	3,500.00	2,818.97	19.46
GENERAL ADMINISTRATION		1,670.30	3,423.47	18,902.00	15,478.53	18.11
250-00-51450-000-000	ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00
250-00-51450-310-000	St. Wtr - Engineering	0.00	0.00	0.00	0.00	0.00
ENGINEERING SERVICES		0.00	0.00	0.00	0.00	0.00
250-00-51460-000-000	IT SERVICES	0.00	0.00	0.00	0.00	0.00
250-00-51460-310-000	St. Wtr Admin - IT Services	133.23	333.08	2,500.00	2,166.92	13.32
IT SERVICES		133.23	333.08	2,500.00	2,166.92	13.32
250-00-51910-310-000	Storm Wtr Uncoll A/R	0.00	0.00	0.00	0.00	0.00
250-00-51938-000-000	OTHER INSURANCE	0.00	0.00	0.00	0.00	0.00
250-00-51938-310-000	St. Wtr - Insurance	0.00	299.51	800.00	500.49	37.44
OTHER INSURANCE		0.00	299.51	800.00	500.49	37.44
GENERAL GOVERNMENT		1,803.53	4,056.06	22,202.00	18,145.94	18.27
250-00-53000-000-000	PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
250-00-53313-000-000	MACHINERY	0.00	0.00	0.00	0.00	0.00
250-00-53313-110-000	St. Wtr - Mach. Wages	0.00	0.00	0.00	0.00	0.00
250-00-53313-120-000	St. Wtr - Mach. Taxes	0.00	0.00	0.00	0.00	0.00
250-00-53313-130-000	St. Wtr - Mach. Health, etc.	0.00	0.00	0.00	0.00	0.00
250-00-53313-140-000	St. Wtr - Mach. WRS	0.00	0.00	0.00	0.00	0.00
250-00-53313-310-000	St. Wtr - Mach. Gen'l Op.	0.00	0.00	500.00	500.00	0.00
250-00-53313-370-000	St. Wtr - Mach. Gas, oil, etc.	0.00	0.00	100.00	100.00	0.00
250-00-53313-410-000	St. Wtr - Mach. Repair	0.00	0.00	0.00	0.00	0.00
250-00-53313-810-000	St. Wtr Mach.-Outlay	0.00	0.00	0.00	0.00	0.00
MACHINERY		0.00	0.00	600.00	600.00	0.00
250-00-53330-000-000	STREET CLEANING	0.00	0.00	0.00	0.00	0.00
250-00-53330-110-000	Street Cleaning-Wages	0.00	0.00	7,595.00	7,595.00	0.00
250-00-53330-120-000	Street Cleaning-Payroll Taxes	0.00	0.00	563.00	563.00	0.00
250-00-53330-130-000	Street Cleaning-Health, Etc.	0.75	1.50	1,505.00	1,503.50	0.10
250-00-53330-135-000	Street Cleaning HSA Er Contr	0.00	0.00	0.00	0.00	0.00

Fund: 250 - STORM WATER UTILITY

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
250-00-53330-140-000	Street Cleaning-Retirement	0.00	0.00	547.00	547.00	0.00
250-00-53330-310-000	Street Cleaning-Gen'l Op.	0.00	0.00	0.00	0.00	0.00
STREET CLEANING		0.75	1.50	10,210.00	10,208.50	0.01
250-00-53440-000-000	STORM WATER	0.00	0.00	0.00	0.00	0.00
250-00-53440-110-000	St. Wtr Maint-Wages	39.15	97.88	0.00	-97.88	0.00
250-00-53440-120-000	St. Wtr Maint-Payroll Taxes	2.90	7.25	0.00	-7.25	0.00
250-00-53440-130-000	St. Wtr Maint-Health Ins,etc	0.00	0.00	0.00	0.00	0.00
250-00-53440-140-000	St. Wtr Maint-Retirement	2.82	7.05	0.00	-7.05	0.00
250-00-53440-310-000	St. Wtr Maint-Gen'l Op.	0.00	0.00	200.00	200.00	0.00
250-00-53440-410-000	St. Wtr Maint-Repairs	0.00	0.00	0.00	0.00	0.00
STORM SEWER		44.87	112.18	200.00	87.82	56.09
PUBLIC WORKS		45.62	113.68	11,010.00	10,896.32	1.03
250-00-57000-000-000	OTHER PUBLIC SERVICES	0.00	0.00	0.00	0.00	0.00
250-00-57300-000-403	St. Wtr Depreciation	0.00	0.00	34,554.74	34,554.74	0.00
250-00-57300-000-404	St. Wtr Amortization Expense	0.00	0.00	0.00	0.00	0.00
OTHER OPERATING EXPENSES		0.00	0.00	34,554.74	34,554.74	0.00
OTHER PUBLIC SERVICES		0.00	0.00	34,554.74	34,554.74	0.00
250-00-58000-000-000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
250-00-58210-310-000	St. Wtr Interest-Long	0.00	265.79	2,861.11	2,595.32	9.29
250-00-58500-000-000	St. Wtr - Fees/Long Term Debt	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE		0.00	265.79	2,861.11	2,595.32	9.29
Total Expenses		1,849.15	4,435.53	70,627.85	66,192.32	6.28
Net Totals		4,565.93	8,251.94	7,338.60	-913.34	112.45

Fund: 430 - TAX INCREMENT DISTRICT #5

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
430-00-41120-000-000	TAX INCREMENT	0.00	0.00	25,660.00	-25,660.00	0.00
TAX COLLECTIONS		0.00	0.00	25,660.00	-25,660.00	0.00
430-00-43220-000-000	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
INTERGOV REVENUE		0.00	0.00	0.00	0.00	0.00
430-00-49120-000-000	LONG TERM LOANS	0.00	0.00	0.00	0.00	0.00
430-00-49420-000-000	Transfer from TID #4	0.00	0.00	85,587.34	-85,587.34	0.00
OTHER FUNDING		0.00	0.00	85,587.34	-85,587.34	0.00
Total Revenues		0.00	0.00	111,247.34	-111,247.34	0.00

Fund: 430 - TAX INCREMENT DISTRICT #5

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
430-00-53316-810-008	Johnson Street	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS		0.00	0.00	0.00	0.00	0.00
430-00-56100-310-000	ECONOMIC DEVELOPMENT-ADMIN	125.00	125.00	250.00	125.00	50.00
ECONOMIC DEVELOPMENT		125.00	125.00	250.00	125.00	50.00
430-00-58000-000-000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
430-00-58100-310-000	Principal	0.00	5,528.63	29,774.58	24,245.95	18.57
430-00-58210-310-000	Interest	3,425.93	5,799.54	16,990.72	11,191.18	34.13
DEBT SERVICE		3,425.93	11,328.17	46,765.30	35,437.13	24.22
430-00-59000-000-000	OTHER FUNDING	0.00	0.00	0.00	0.00	0.00
430-00-59100-000-000	Transfer Out	0.00	0.00	5,603.60	5,603.60	0.00
OTHER FUNDING		0.00	0.00	5,603.60	5,603.60	0.00
Total Expenses		3,550.93	11,453.17	52,618.90	41,165.73	21.77
Net Totals		-3,550.93	-11,453.17	58,628.44	70,081.61	-19.54

Fund: 440 - TAX INCREMENT DISTRICT #6

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
440-00-41120-000-000	Tax Increment	0.00	0.00	51,180.00	-51,180.00	0.00
TAX COLLECTIONS		0.00	0.00	51,180.00	-51,180.00	0.00
440-00-43220-000-000	Federal Grant-EDA	0.00	0.00	0.00	0.00	0.00
440-00-43570-010-000	State Grant-DNR PARK	0.00	0.00	0.00	0.00	0.00
440-00-43692-000-000	STATE PAYMENT-PP AID	0.00	0.00	1,524.97	-1,524.97	0.00
INTERGOV REVENUE		0.00	0.00	1,524.97	-1,524.97	0.00
440-00-48110-000-000	Interest on Investment	0.00	0.00	0.00	0.00	0.00
440-00-48500-000-000	Donations	0.00	0.00	10,000.00	-10,000.00	0.00
MISC. REVENUE		0.00	0.00	10,000.00	-10,000.00	0.00
440-00-49120-000-000	Long Term Loans	0.00	0.00	0.00	0.00	0.00
OTHER FUNDING		0.00	0.00	0.00	0.00	0.00
Total Revenues		0.00	0.00	62,704.97	-62,704.97	0.00

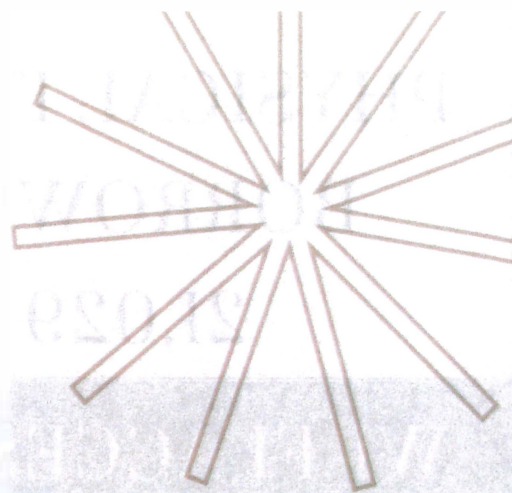
Fund: 440 - TAX INCREMENT DISTRICT #6

Account Number		2026 February	2026 Actual 02/28/2026	2026 Budget	Budget Status	% of Budget
440-00-56100-310-000	Economic Dev - Gen'l Admin	125.00	125.00	250.00	125.00	50.00
440-00-56100-310-750	Ec Dev-Industrial Park-2024	0.00	0.00	0.00	0.00	0.00
440-00-56100-310-751	Ec Dev-Campground - 2024	0.00	0.00	0.00	0.00	0.00
ECONOMIC DEVELOPMENT		125.00	125.00	250.00	125.00	50.00
ECONOMIC DEVELOPMENT		125.00	125.00	250.00	125.00	50.00
440-00-58100-310-000	Principal	0.00	0.00	20,552.00	20,552.00	0.00
440-00-58210-310-000	Interest	8,641.51	8,641.51	21,250.40	12,608.89	40.67
DEBT SERVICE		8,641.51	8,641.51	41,802.40	33,160.89	20.67
440-00-59100-000-000	TRANSFER OUT	0.00	0.00	5,602.16	5,602.16	0.00
OTHER FUNDING		0.00	0.00	5,602.16	5,602.16	0.00
Total Expenses		8,766.51	8,766.51	47,654.56	38,888.05	18.40
Net Totals		-8,766.51	-8,766.51	15,050.41	23,816.92	-58.25



GRANTSBURG LIBRARY

Program schedule



Tuesday 4-5PM

CHESS & STRATEGY GAME CLUB*

**Every other
Tuesday 6-8PM**

MAGIC THE GATHERING**

**Every other
Tuesday 6-8PM**

ADULT DUNGEONS & DRAGONS**

**1st Tue of the month
6PM**

FIRST TUESDAY BOOK CLUB**

Thursday 4-5:30PM

TEEN NERD NIGHT*

Thursday 6-8PM

KNOTS & NEEDLES KNIT GROUP*

**Friday 10:30-11:30AM
Sept -May**

WEE-PLAY & STAY***


* For ages 10+

** Adults only

*** For ages 0-5

415 S Robert St, Grantsburg, WI

(715) 463-2244

 Grantsburglibrary.org



PHYSICAL ITEMS
BORROWED

21,029

NUMBER OF
PROGRAMS OFFERED

215

WI-FI ACCESSED

7,137

PROGRAM
ATTENDANCE

3,248

NEW ITEMS ADDED

667



Grantsburg Public Library

2025 at a Glance

COMPUTER USAGE

1,728

ITEMS IN OUR
LIBRARY OF THINGS

115

DIGITAL ITEMS
BORROWED

8,917



NEW PATRONS

143

OPERATING
EXPENDITURE

\$163,616

Village's



Village of Grantsburg Long-Term Rental Agreement Community Center & Storage Room

This agreement, made and entered into on this ____ day of _____, 2026 by and between,

The Village of Grantsburg
316 S. Brad Street
Grantsburg, Wisconsin 54840

Hereinafter referred to as “the Village”

And

Grantsburg School District

Hereinafter referred to as “District”

1. The Village hereby grants the District use of the Community Center and Storage Room #2 located at 315 S. Robert Street, for high school gymnastics practices Monday through Friday 3:30 p.m. to 6:00 p.m. during the WIAA gymnastics season, the WIAA High School gymnastics season and home gymnastics meets, one month prior to the WIAA High School gymnastics season for open gym (times to be given to the Village Office prior to use), summer school and super summer school gymnastics classes.
2. This agreement shall be effective for a five-year term commencing on January 1, 2025, and ending on December 31, 2029. The Community Center rental fee for each year of this agreement will be \$3,500 per year. Use of the Community Center for reasons other than high school, summer school and super summer school gymnastics will be at the normal rental rates.
3. The District shall pay the Village the amount of \$1,200 per year for each year of this agreement for use of Storage Room #2 for storage of gymnastics equipment.
4. The Village will purchase room divider panels at an estimated cost of \$9,000. The District will reimburse the Village for two-thirds of the total cost of the room divider panels or \$6,000. This \$6,000 may be spread over the five years of this agreement by paying \$1,200 each year. The District may pay more than the yearly \$1,200 if they choose. The room divider panels shall be owned by the Village and must be used by the Gymnastics Program when one-half of the Community Center is rented by community

members.

5. Beginning on the first anniversary of the Commencement Date (January 1, 2026) and on each subsequent anniversary (January 1st) thereafter during the term of this agreement, the Community Center and Storage Room #2 rent amounts from the previous year shall be increased by the Consumer Price Index for All Urban Consumers from the MSP Region as reported for the 12-month period ending with the November prior to the anniversary date (for the 2026 increase, November 2024 to November 2025 will be used, etc.). In no year shall the increase exceed five percent (5%) of the previous year's rent amount. If the CPI is negative in any year of this agreement, the rent amounts will be the same as the previous year's rent amounts.
6. All rental amounts due to the Village shall be made in quarterly installments and shall be paid by the beginning of each quarter (January 1st, April 1st, July 1st, and October 1st). The 2025 quarterly rental payments will be in the amount of \$1,175 each.
7. The District may not sublease the rented area without written approval of the Village.
8. The Village retains the right to use or rent the full Community Center for other activities and the District agrees to remove all equipment from the Community Center by the date and time indicated by the Village. When one-half of the Community Center is rented, the gymnastics program will move all gymnastics equipment to the north half (plus an additional 5 feet to the south to accommodate the balance beams) of the Community Center and place the room divider panels to separate the gymnastics equipment from the rented area. The room divider panels may be stored in the hallway between the Village offices and the Grantsburg Public Library when not in use.
9. No commercial permanent signage can be installed on the Village's property. A temporary short-term portable sign may be displayed during rental months but must be removed when the Community Center is available to be rented for other activities. No Village phone numbers shall be published for the purpose of contacting the Renter.
10. No alterations of the Community Center, including holes, permanent markings, or removal of any building items of any kind, is permitted without written pre-approval of the Village Board.
11. During usage, all State and Federal laws including but not limited to Fire Regulations, OSHA, EPA or UBC guidelines, must be met. Entrance and egress clearances shall be intact to ensure safe departures in lieu of any emergency. Electrical panel clearances must allow constant access.
12. The District is responsible for cleaning the Community Center and kitchen area prior to the facility being used by another group or individual including but not limited to cleaning, sweeping, and mopping of floors to original condition prior to the facility

being used, removal of garbage on a regular basis and picking up after practices. Room divider panels should be periodically cleaned or vacuumed to remove chalk used by gymnasts. Excessive wear and tear of floors, walls, appliances, or any items requiring repair will be returned to original condition at the renter's expense.

13. The Village will provide the District with keys/fobs for the facility. All keys/fobs shall be returned to the Village at the end of this agreement. No keys/fobs shall be duplicated, or lock replacement shall be paid by the renter.
14. The District will carry liability insurance for its use of the Community Center with coverage in the amount of one (1) million dollars minimum with the Village listed as an additional insurer.
15. The District hereby agrees to indemnify, defend, and hold harmless the Village, its officers, agents, and employees from all claims, liabilities, damages, and injuries arising from the District's use of the Community Center. The District shall reimburse the Village for all costs, including reasonable attorney fees, incurred in connection with the defense of any claims. This indemnification shall apply regardless of when the damage or claim is discovered; provided, however, that the District shall not be required to indemnify the Village for liabilities caused by the Village's negligence or willful misconduct. These indemnity rights shall survive the termination of the District's use of the facilities.
16. In the event of any dispute arising under this Agreement, the parties shall first attempt to resolve the dispute through good faith negotiation. If unsuccessful, the parties agree to submit the dispute to mediation before pursuing litigation.
17. Neither the Village of Grantsburg nor the Grantsburg School District shall be liable for delays or failure to perform obligations related to gymnastics facilities due to causes beyond their reasonable control, including but not limited to: acts of God, natural disasters, epidemics, government actions, civil unrest, war, terrorism, labor disputes, equipment failure, or utility disruptions
18. This Agreement shall be governed by the laws of the State of Wisconsin. Any legal action arising from this Agreement shall be brought in the courts of Burnett County, Wisconsin.
19. This agreement may be terminated by either party with a 60-day written notice, and no penalty will be assessed to either party. ~~The Grantsburg School District agrees to complete their \$6,000 obligation towards the purchase of room divider panels even if~~

Notes/Explanation:

You may want to think about:

- Security Deposit provision. Without one, there are limited immediate recourse options to collect and recover for minor damages.
 - **Example:** A security deposit of \$X shall be paid prior to occupancy and will be returned within X days after the termination of this agreement, less any amounts reasonably necessary to cover damages.
- Restrictions on what could be stored in their storage room
- Penalty for not having their equipment cleared up properly or not properly preparing/cleaning the area (as described in Para 8 and 12).

Paragraph 15: Indemnification Clause. The Village is opening itself up to financial exposure for incidents caused by the district's use. Risks this clause helps prevent include:

- If a student is injured during gymnastics practice, the Village could face liability.
- Third-party claims from spectators at gymnastics meets.
- Village's insurance carrier may require indemnification as a condition of coverage.
- Absence creates ambiguity about who bears legal defense costs in the event of litigation.

Paragraph 16: Simple dispute resolution, not a huge worry, but typically included. Dispute resolution encourages parties not to immediately resort to costly litigation. I used a simple version for this agreement.

Paragraph 17: Force Majeure Clause. Typically included to address unforeseeable circumstances. It would help mitigate risks like another pandemic, fire/natural disaster, etc. This is not a high priority because there is a 60 day clause, but worst case having it included could save some monetary damages.

Paragraph 18: Any dispute would likely be in the jurisdiction of this court anyway, but it is a standard provision.

School's



Village of Grantsburg Amended Long-Term Community Center & Storage Room Rental Agreement

This Amended Long-Term Community Center & Storage Room Rental Agreement (this “Agreement”) is made and entered into on this ____ day of _____, 2026 by and between, the Village of Grantsburg, a Wisconsin municipal corporation, 316 S. Brad Street, Grantsburg, Wisconsin 54840 (hereinafter the “Village”), and the Grantsburg School District, a Wisconsin municipal corporation, 480 E. James Ave, Grantsburg, WI 54840 (hereinafter the “District”). Village and District may be referred to individually as a “Party” or collectively as the “Parties.”

WITNESSETH:

WHEREAS, the Village owns the Community Center and Storage Room #2 at 316 S. Robert Street, and makes them available for rent to individuals and entities; and

WHEREAS, the District is desirous to rent the Community Center and Storage Room #2 for its gymnastics program and the storage of the gymnastics equipment; and

WHEREAS, the Parties entered into a Long-Term Rental Agreement Community Center & Storage Room on March 24, 2025, (“Old Agreement”), attached hereto and incorporated by reference herein; and

WHEREAS, the Parties seek to continue this relationship, but wanted to clarify various terms of the Old Agreement; and

NOW, THEREFORE, for and in consideration of the covenants, and agreements herein contain, Village and District agree as follows:

1. The Village hereby grants the District **exclusive** use of the Community Center located at 316 S. Robert Street for the following uses:
 - a. WIAA gymnastics season and one month prior to
 - High school gymnastics practices Monday through Friday 3:30 p.m. to 6:00 p.m.
 - WIAA home gymnastics meets
 - b. Summer school (typically the month of June)
 - 2026 – June 9 through July 3
 - 8:00 a.m. – 12:30 p.m. Monday through Friday
 - 1:00 p.m. – 4:00 p.m. Monday through Friday
 - c. Super Summer School (typically the first few weeks of July)
 - 2026 – July 6 – July 17

- 8:00 a.m. – 12:30 p.m. Monday through Friday
 - 1:00 p.m. – 4:00 p.m. Monday through Friday
2. District will provide to the Village the exact start and end dates of their exclusive use of the Community Center of the events described in Paragraph 1 at least 30 days prior to the commencement of their use.
 3. This Agreement shall be effective for a five-year term commencing on January 1, 2025, and ending on December 31, 2029.
 4. The District shall pay the Village the amount of \$1,200 per year for each year of this Agreement for the exclusive use of Storage Room #2 for storage of gymnastics equipment.
 5. The Village has paid the cost of the room divider panels in full. The room divider panels shall be owned by the Village and must be used by the Gymnastics Program when one-half of the Community Center is rented by community members.
 6. The Community Center rental fee for the 2025 rental year will be \$3,500.00. Beginning on the first anniversary of the Commencement Date (January 1, 2026) and on each subsequent anniversary (January 1st) thereafter during the term of this Agreement, the Community Center and Storage Room #2 rent amounts from the previous year shall be increased by the Consumer Price Index for All Urban Consumers from the MSP Region as reported for the 12-month period ending with the November prior to the anniversary date (for the 2026 increase, November 2024 to November 2025 will be used, etc.). In no year shall the increase exceed five percent (5%) of the previous year's rent amount. If the CPI is negative in any year of this Agreement, the rent amounts will be the same as the previous year's rent amounts. Use of the Community Center for reasons other than high school, summer school and super summer school gymnastics will be at the normal rental rates.
 7. All rental amounts (Community Center and Storage Room #2) due to the Village shall be made in quarterly installments and shall be paid by the beginning of each quarter (January 1st, April 1st, July 1st, and October 1st). The 2025 quarterly rental payments will be in the amount of \$1,175 each.
 8. The District may not sublease the rented area without written approval of the Village.
 9. The Village retains the right to use or rent the Community Center for other activities outside the exclusive use dates outlined in Paragraph 1 and the District agrees to remove all equipment from the Community Center by the date and time indicated by the Village, with the Village providing 48 hours' notice to the District of its scheduling of the Community Center. Village understands the equipment is not easily or quickly

movable, so it agrees that it will not schedule events in the Community Center until at least 3 hours after the District's use of the Community Center. When one-half of the Community Center is rented, the gymnastics program will move all gymnastics equipment to the north half (plus an additional 5 feet to the south to accommodate the balance beams) of the Community Center and place the room divider panels to separate the gymnastics equipment from the rented area. The room divider panels may be stored in the hallway between the Village offices and the Grantsburg Public Library when not in use.

10. No commercial permanent signage can be installed on the Village's property. A temporary short-term portable sign may be displayed during rental months but must be removed when the Community Center is available to be rented for other activities. No Village phone numbers shall be published for the purpose of contacting the Renter.
11. No alterations of the Community Center, including holes, permanent markings, or removal of any building items of any kind, is permitted without written pre-approval of the Village Board.
12. During usage, all State and Federal laws including but not limited to Fire Regulations, OSHA, EPA or UBC guidelines, must be met. Entrance and egress clearances shall be intact to ensure safe departures in lieu of any emergency. Electrical panel clearances must allow constant access.
13. The District is responsible for cleaning the Community Center and kitchen area prior to the facility being used by another group or individual including but not limited to cleaning, sweeping, and mopping of floors to original condition prior to the facility being used, removal of garbage on a regular basis and picking up after practices. Room divider panels should be periodically cleaned or vacuumed to remove chalk used by gymnasts. Excessive wear and tear of floors, walls, appliances, or any items requiring repair will be returned to original condition at the renter's expense.
14. The Village will provide the District with keys/fobs for the facility. All keys/fobs shall be returned to the Village at the end of this Agreement. No keys/fobs shall be duplicated, or lock replacement shall be paid by the renter.
15. The District will carry liability insurance for its use of the Community Center with coverage in the amount of one (1) million dollars minimum with the Village listed as an additional insurer.
16. Each Party shall be responsible for its own acts and omissions and those of its officers, employees, and agents in connection with the performance of this Agreement. Nothing contained in this Agreement shall be construed as a waiver of any immunity, defense, or limitation of liability available under Wisconsin law, including, without

limitation, those found in Chapter 893, Wis. Stat. In the event of negligence or willful misconduct, the violating Party agrees to indemnify, defend, and hold harmless the other Party, its elected and appointed officials, officers, board members, employees, agents, representatives, and volunteers, and each of them, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys' fees, costs, and expenses of whatsoever kind or nature. These indemnity rights shall survive the termination of the District's use of the facilities.

17. In the event of any dispute arising under this Agreement, the Parties shall first attempt to resolve the dispute through good faith negotiation. If unsuccessful, the Parties agree to submit the dispute to mediation before pursuing litigation.
18. Neither the Village of Grantsburg nor the Grantsburg School District shall be liable for delays or failure to perform obligations related to gymnastics facilities due to causes beyond their reasonable control, including but not limited to: acts of God, natural disasters, epidemics, government actions, civil unrest, war, terrorism, labor disputes, equipment failure, or utility disruptions
19. This Agreement may be terminated by either Party with a 60-day written notice, and no penalty will be assessed to either Party. All efforts will be made so any 60-day termination notice issued by the Village will not cancel or interrupt the high school gymnastics program while the season is in progress. Upon termination, any advance rental payments made by the District will be refunded by the Village.

20. Miscellaneous:

- a. **Law.** This Agreement shall be governed by the laws of the State of Wisconsin. Any legal action arising from this Agreement shall be brought in the courts of Burnett County, Wisconsin.
- b. **Section Titles.** Section and subsection titles in this Agreement are provided for the convenience only and shall not be used in interpreting this Agreement.
- c. **Interpretation.** If any term, section, or other portion of this Agreement is reviewed by a court, such courts shall interpret this Agreement as having been jointly drafted by the Village and District.
- d. **Supersedes Prior Agreements; Modification.** The entire agreement of the District and Village is contained in this Agreement and shall supersede and replace all prior agreements, including the Old Agreement, promises, and understandings, oral or written, between the Village and District regarding

the matters covered herein. No amendment to this Agreement shall be effective unless in writing and executed by the Village and District.

- e. **Binding Effect.** This Agreement binds the benefits the Village and District and their respective successors and assigns.
- f. **Waiver.** Failure of either Party to insist upon the strict performance of terms and provisions of this Agreement, or any of them, shall not constitute or be construed as a waiver or relinquishment of that Party's right to thereafter enforce such term or provision, and that term of the provisions shall continue in full force and effect.
- g. **Counterparts/Electronic Signatures.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed and delivered electronically with such signatures being deemed original signatures for purposes of enforcement and construction of this Agreement.
- h. **Severability.** If any provision of this Agreement is determined by a court of law to be invalid or unenforceable, the court may modify that provision to be within the limits of enforceability or validity, if feasible; however, if the offending provision cannot be so modified, it may be stricken and all other provisions of this Agreement in all other respects shall remain valid and enforceable.
- i. **Authority.** The Village and District represent that they have the full capacity, right, power and authority to execute, deliver and perform the Agreement, and all required actions, consents and approvals therefor have been duly taken and obtained.
- j. **Assignment.** Neither Party shall assign nor otherwise transfer its rights or obligations under this Agreement without the prior written consent of the other. Consent may not be unreasonably withheld.
- k. **No Personal Liability.** Under no circumstances shall any officer, official, director, commissioner, agent, board member, or employee of either Party have any personal liability under this Agreement; and no Party shall seek or claim any such personal liability against the other.

a.

Grantsburg School District

Date

Rick Lindberg, President
Village of Grantsburg

Date

Attest:

Sheila Meyer, Clerk/Treasurer
Village of Grantsburg

Date

Sheila Meyer

From: Allison Longhenry
Sent: Wednesday, March 4, 2026 11:59 AM
To: Sheila Meyer
Subject: FW: The Fat Radish Food Trailer

Allison Longhenry

Deputy Clerk/Treasurer
Public Works Administrative Assistant

From: Nicki Peterson <nicki@sprycontent.com>
Sent: Wednesday, March 4, 2026 9:01 AM
To: Allison Longhenry <alonghenry@villageofgrantsburg.gov>
Subject: RE: The Fat Radish Food Trailer



This email comes from outside the organization.

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

Legion does not need anything closed near them.

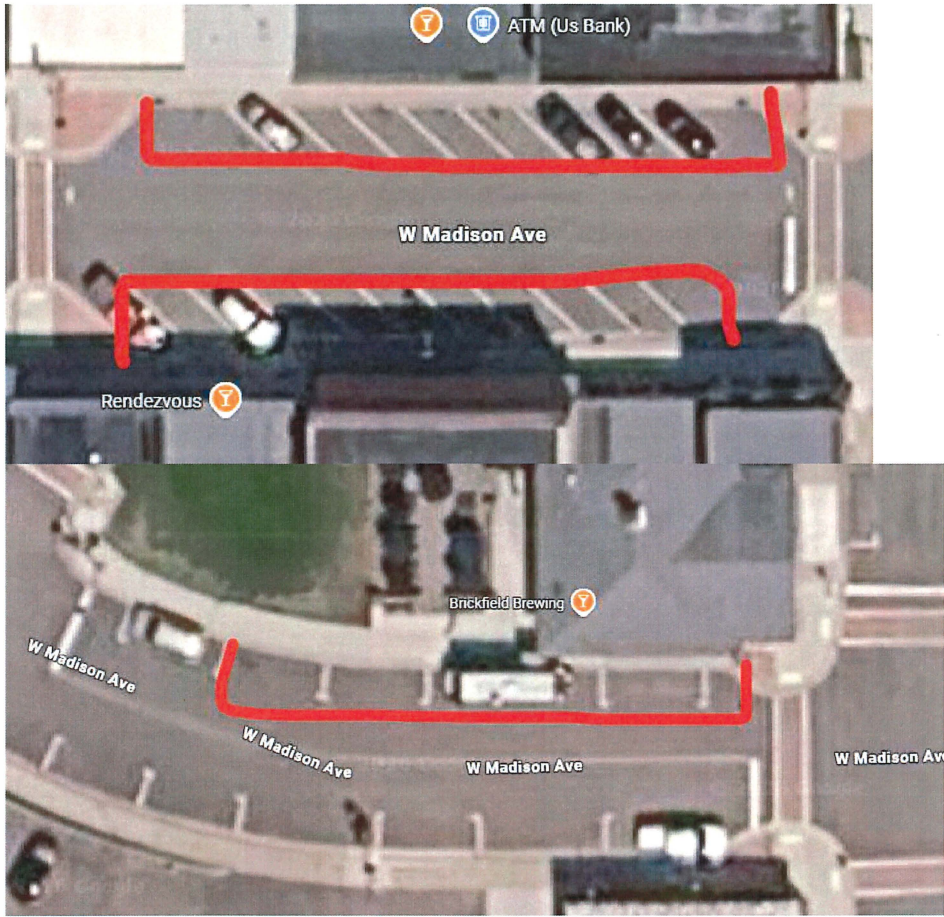
Brickfield – doubt we will need anything but for just in case purposes, if the board wants to review our section to be blocked off – we will have 1-2 trucks by us with access from sidewalk; perhaps we can put a couple picnic tables on the street IF we block it off.

At most, these sections by Jokers & Hummers would be used for food trucks and seating, being gated off to the street.

I have Ben Baker lined up to put up fencing around designated food areas by food trucks (we will ask Fairboard to use their cattle gates). We will use garbage bins from Watercross. I would like help from the Village with the following:

- Bring picnic tables up to road so Ben can load them (will get a # as we get closer)
- use of dumpster at campground for garbage
- approve Ben Baker to use a loader / ATV with trailer on downtown streets to disperse tables, gates and garbage.

We will have tables and gates cleared sometime on Sunday. Therefore, we request these limited areas to be closed 8am Saturday, April 11 through Noon Sunday, April 12.



Nicki Peterson

Spry Content | Social Media Marketing, Photography, Videography

nicki@sprycontent.com | www.sprycontent.com | Cell / Text: 715-828-2381

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SPRY
CONTENT



Building a Better World
for All of Us®

December 22, 2025

RE: Change Order Proposal #8
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request (COR) #08 (Buried Rubble in Campground), as submitted by Market & Johnson and dated December 8, 2025. This COR is required due to unknown buried unsuitable subsurface conditions encountered during excavation for installation of the gravity sanitary sewer line in the campground. Buried concrete, wood, stumps, and metal were encountered that could not have been reasonably anticipated prior to bidding. At the direction of the Engineer, the Contractor removed the unsuitable materials and replaced them with clean backfill. In accordance with Section 5.04 of the General Conditions, the Contractor is entitled to an equitable adjustment in Contract Price equal to the Contractor's additional costs related to the unknown subsurface condition.

Based on SEH's review of the scope, supporting documentation, and the submitted cost breakdown, COR #08 is approved in the amount of \$12,195.11. This change does not modify the Contract Time

Please let me know if you have any questions.

Sincerely,

Dylan Friss, PE
Wastewater Engineer IV
(Lic. WI)

Attachment(s): COR #08 (Market & Johnson)

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

434.202.3780 | 888.908.8166 fax | sehinc.com

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



Adding Value to Everything We Do

Market & Johnson, Inc. 2350 Galloway Street PO Box 630 Eau Claire, WI 54702-0630 Ph. 715.834.1213 Fax. 715.834.2331

CHANGE ORDER REQUEST (COR)

TO: Short Elliott Hendrickson Inc.

DATE: December 8, 2025

ATTN: Dylan Friss

RE: Change Order Request (COR) #08
3479 - Grantsburg WWTP
North Gary Street
Grantsburg, WI 54840

DESCRIPTION OF CHANGE: Buried Rubble in Campground

REQUESTED BY WHOM:

COST OF WORK:

Changes to Market & Johnson's Scope of Work (see attached breakdown).....	<u>\$12,195.11</u>
OVERALL CHANGE TO PROJECT	\$12,195.11

TIME: The Contract Time will be unchanged by zero days for this change.

COMMENTS / ADD'L NOTES

This proposal may be withdrawn by us if not accepted within 30 calendar days.

Sincerely,

MARKET & JOHNSON, INC.

John O'Hearn
Project Manager

Enclosures
cc:

If you would like us to proceed with this work prior to a formal change order being processed, please check the accepted box, sign and return. If accepted, this will be included on a future change order.

Accepted

 Not Accepted

Signature
Date

M&J Project #3479

Breakdown for Change Order Request (COR) #08
 3479 - Grantsburg WWTP
 North Gary Street
 Grantsburg, WI 54840

by Market & Johnson
 Dated: 12/08/2025

		M&J Contract	Tax Exempt Purchases	Owner Direct Purchases
SUBCONTRACTED WORK		SCOPE OF WORK		
McCabe Construction		\$11,400.00		
Subtotal of Subcontracted Work		\$11,400.00	\$0.00	\$0.00
SELF PERFORMED		QTY	U/M	UNIT COST
Subtotal of Self Performed Work				\$0.00
Additional G/L Insurance Required			0.71%	\$80.94
Additional Payment/Performance Bond				\$114.81
Mark-up on Self Performed Work			15.00%	\$29.36
Mark-up on Subcontracted Work			5.00%	\$570.00
Net Change		\$12,195.11	\$0.00	\$0.00
TOTAL OVERALL CHANGE TO PROJECT				\$12,195.11

M&J Project #3479



3101 Alpine Road
P.O. Box 1769
Eau Claire, WI 54702-1769

*** CO Request ***

DATE: November 26, 2025
TO: Market & Johnson
John O'Hearn
PROJECT: Wastewater Treatment Facility Improvements
Grantsburg, WI
RE: Buried Rubble in Campground

Buried concrete, wood, stumps and metal were encountered while excavating for the gravity sanitary sewer in the campground. Pricing is provided below for removal of the buried rubble as well as replacement backfill.

Remove & Dispose of Buried Rubble

Trucking: \$140/Load
Disposal Fee: \$70/Load
Total Cost: \$210/Load

11/18/25 – Rubble Removed - 5 Loads
11/19/25 – Rubble Removed - 15 Loads

Total Cost: 20 Loads * \$210/Load = \$4,200

Replacement Backfill

Trucking: \$140/Load
Material: \$129/Load
15% MU on Material \$19/Load
Total Cost: \$288/Load

11/18/25 – Sand Backfill – 5 Loads
11/19/25 – Sand Backfill – 20 Loads

Total Cost: 25 Loads * \$288/Load = \$7,200

Please give me a call with questions.

Brady Shepler

Phone: (715) 552-1346 • Fax: (715) 552-1368

An Equal Opportunity Employer



P.O. Box 1769
3101 Alpine Road
Eau Claire, WI 54702-1769

Office: (715) 552-1346
Fax: (715) 552-1368

Date: 11-18-95
Trucking Co./Trk #: Hubbard # 90 Paper M
Job #: 2005-020
Job Description: _____
Source: D-01

Start Time: 12:15 End Time: 5:00 Total Hours: 4.75

Product 1

Product 2

Product 3

Empty Weight 1

Empty Weight 2

Empty Weight 3

	Gross Weight	Time
1	Fill Sand 18.13	12:13
2	Debris -> Out	12:50
3	Fill Sand	13:21
4	Debris -> Out	13:51
5	Fill Sand	14:22
6	Debris -> Out	14:52
7	Fill Sand	15:22
8	Debris -> Out	15:53
9	Fill Sand	16:22
10	Debris -> Out	16:51
11		
12		
13	5 RUBBLE	
14	5 SAND	
15		
16		
17		
18		
19		
20		

	Gross Weight	Time
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

	Gross Weight	Time
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 1

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 2

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 3

Foreman Signature _____



P.O. Box 1769
3101 Alpine Road
Eau Claire, WI 54702-1769

Office: (715) 552-1346
Fax: (715) 552-1368

Date: 11/19/25
Driver Name: Mike M
Trucking Co./Trk #: 10
McCabe Job #: 2025.020
Job Description: WWTP Grantsburg
PIT / Source: Hopkin

Start Time: 7:00

End Time: 4:00

Total Hours: 9hr

Product 1 RUBBLE
waste dirt Hopkins

Product 2 sand 18 yds - Hopkins

Product 3 concrete - Hopkins

Empty Weight 1

Empty Weight 2

Empty Weight 3

	Gross Weight	Time
1	 	
2		
3		
4		
5		
6		
7		
8		
9		
10	<u>5 RUBBLE</u>	
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

	Gross Weight	Time
1	 	
2		
3		
4		
5		
6		
7		
8	<u>6 SAND</u>	
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

	Gross Weight	Time
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 1

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 2

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 3

Foreman Signature _____



P.O. Box 1769
3101 Alpine Road
Eau Claire, WI 54702-1769

Office: (715) 552-1346
Fax: (715) 552-1368

Date: 11-19-25
Trucking Co./Trk #: Hopkins sand and gravel TRK#91
Job #: _____
Job Description: _____
Source: _____

Start Time: 7:30

End Time: 3:30

Total Hours: _____

Product 1
Fill sand

Product 2
Spills

Product 3

Empty Weight 1
[]

Empty Weight 2
[]

Empty Weight 3
[]

	Gross Weight	Time
1	18 Yards	8:10
2	18 Yards	8:45
3	18 Yards	9:35
4	18 Yards	10:45
5	18 Yards	11:50
6	18 Yards	1:10
7	18 Yards	2:20
8		
9		
10		
11	6 SAND	
12		
13		
14		
15		
16		
17		
18		
19		
20		

	Gross Weight	Time
1	18 Yards	8:45
2	18 Yards	
3	1 LD	8:50
4	1 LD	10:05
5	1 LD	11:20
6	1 LD	12:27
7	1 LD	1:40
8	1 LD	2:50
9		
10		
11	6 RUBBLE	
12		
13		
14		
15		
16		
17		
18		
19		
20		

	Gross Weight	Time
1		
2		
3		
4		
5		
6		
7		
8		
9		
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11		
12		
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14		
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16		
17		
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19		
20		

[] Total Gross
Total Empty=# Loads * Empty Wt.
[] Total Empty
Total Net = Tot. Gross - Tot. Empty
[] Total Net Wt.
Tons = Tot. Net Wt./2000
[] Tons 1

[] Total Gross
Total Empty=# Loads * Empty Wt.
[] Total Empty
Total Net = Tot. Gross - Tot. Empty
[] Total Net Wt.
Tons = Tot. Net Wt./2000
[] Tons 2

[] Total Gross
Total Empty=# Loads * Empty Wt.
[] Total Empty
Total Net = Tot. Gross - Tot. Empty
[] Total Net Wt.
Tons = Tot. Net Wt./2000
[] Tons 3

Foreman Signature _____



P.O. Box 1769
3101 Alpine Road
Eau Claire, WI 54702-1769

Office: (715) 552-1346
Fax: (715) 552-1368

Date: 11-19-05
Driver Name: Chuck 95
Trucking Co./Trk #: Hopkins #
McCabe Job #: 2026.020
Job Description: grantsburg GOMPA
PIT / Source: _____

Start Time: 7:10

End Time: 4:20 pm

Total Hours: _____

Product 1

Product 2

Product 3

Empty Weight 1

SAND IN

	Gross Weight	Time
1	18 cyds	210
2	18 cyds	823
3	18 cyds	937
4	18 cyds	1045
5	18 cyds	1200
6	18 cyds	1400
7	18 cyds	248
8	18 cyds	340
9		
10		
11		
12	8 SAND	
13		
14		
15		
16		
17		
18		
19		
20		

Empty Weight 2

Dirt haul out - RUBBLE

	Gross Weight	Time
1	18 cyds	253
2	18 cyds	1012
3	18 cyds	1126
4	18 cyds	1232
5		
6		
7		
8	Black top 140	145
9		
10		
11	4 RUBBLE	
12		
13		
14		
15		
16		
17		
18		
19		
20		

Empty Weight 3

	Gross Weight	Time
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 1

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 2

Total Gross
Total Empty=# Loads * Empty Wt.
 Total Empty
Total Net = Tot. Gross - Tot. Empty
 Total Net Wt.
Tons = Tot. Net Wt./2000
 Tons 3

Foreman Signature _____

















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March 5, 2026

RE: Change Order No. 02
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

Sheila Meyer
Clerk/Treasurer
Village of Grantsburg
316 S. Brad Street
Grantsburg, WI 54840
clerk@villageofgrantsburg.gov

Dear Ms. Meyer:

Enclosed is Change Order No. 02 for the Grantsburg WWTP Improvements project. This Change Order incorporates five (5) line items into the Contract with Market & Johnson, Inc. SEH recommends approval of Change Order No. 02 to incorporate the following changes:

- **Change Order Proposal (COP) #09 – Exterior coating omitted on below-grade wet-well concrete (deduct)**
This COP reflects removal of exterior coating on the below-grade exterior surfaces of the wet well structure. SEH determined that the coating could be omitted without impacting the performance or service life of the structure.
- **Change Order Proposal (COP) #10 – North Lift Station Control Panel / PLC Replacement (add) (client-requested)**
This COP reflects replacement of the North Lift Station control panel and PLC, including associated controls integration and electrical coordination. This proposal was developed at the request of the Village after issues were experienced with the existing controller.
- **Change Order Proposal (COP) #11 – RFI No. 13 omit chemical fill station (deduct)**
This COP reflects removal of the chemical fill station from the Contractor's scope. This change was implemented after discussion between the Contractor, Village, and the Village's chemical supplier determined that the supplier's preference was to enter the building and observe the tanks directly while filling, which makes the fill station unnecessary.
- **Change Order Proposal (COP) #12 – RFI No. 14 omit precast topping (deduct)**
This COP reflects removal of the precast topping work from the Contractor's scope. This change deletes scope of work that was made unnecessary due to the manufacturer's design of the building precast concrete roof planks.
- **Change Order Proposal (COP) #13 – Add 1 inch of insulation at the treatment building (add)**
This COP reflects providing and installing an additional 1-inch layer of roof insulation at the treatment building roof areas. The additional insulation was determined to be needed to meet state energy codes.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

434.202.3780 | 888.908.8166 fax | sehinc.com

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COR Item	Description (Summary)	Previously Approved by Village Board	Approved Amount	Time Impact
COR #09	Exterior coating omitted on below-grade wet-well concrete	No	(\$4,462.50)	0 days
COR #10	North Lift Station control panel / PLC replacement, client-requested	No	\$37,387.27	0 days
COR #11	RFI #13 omit chemical fill station	No	(\$1,689.00)	0 days
COR #12	RFI #14 omit precast topping	No	(\$3,776.30)	0 days
COR #13	Add 1 inch of insulation at treatment building	No	\$2,834.41	0 days
Total (CO No. 02)			\$30,293.88	0 days

The price impact from Change Order No.02 is as follows:

Original contract price	\$5,435,026.00
Contract Price Prior to Change Order No. 02 - Assumes approval of Change Order No. 01)	\$5,462,959.04
Increase from Change Order No. 02	\$30,293.88
New Contract Price	\$5,493,252.92

The schedule impact from this change order is as follows:

	Substantial Completion	Final Completion
Original Contract Date	October 15, 2026	November 15, 2026
Increase or decrease from prior change orders	0 days	0 days
Increase from this change order	0 days	0 days
New Contract Dates	October 15, 2026	November 15, 2026

Please don't hesitate to call me at 414-949-8932 or email me at dfriss@sehinc.com if you have any questions.

Sincerely,



Dylan Friss, PE
Project Engineer
(Lic. FL, WI)

March 5, 2026
Page 3

Attachment(s): Change Order No. 02
Change Order Proposal #09
Change Order Proposal #10
Change Order Proposal #11
Change Order Proposal #12
Change Order Proposal #13

cc: John Erickson, Village of Grantsburg
Village of Grantsburg
Jeremiah Wendt, SEH
Thad Webb, SEH
Dylan Danielson, SEH
John O'Hearn, Market & Johnson, Inc.
Tim Durand, Market & Johnson, Inc.
David Andruczyk, WI DNR

Date of Issuance: 3/05/2026	Effective Date: 3/05/2026
Owner: Village of Grantsburg, WI	Owner's Contract No.:
Contractor: Market & Johnson, Inc.	Contractor's Project No.: 3479
Engineer: Short Elliott Hendrickson Inc	Engineer's Project No.: GRANT 184139
Project: Grantsburg WWTP Improvements	Contract Name: Grantsburg WWTP

The Contract is modified as follows upon execution of this Change Order:
Description:

Included in this change order is work from five change order proposals (attached). Descriptions of the changes are provided in the attached summary letter.

Attachments:

Summary Letter

Change Order Proposal #09 – Exterior Coating Omitted on below-grade wet-well concrete

Change Order Proposal #10 - North Lift Station control panel / PLC replacement, client-requested

Change Order Proposal #11 - RFI #13 omit chemical fill station

Change Order Proposal #12 - RFI #14 omit precast topping

Change Order Proposal #13 - Add 1 inch of insulation at treatment building

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>5,435,026.00</u>	Substantial Completion: <u>October 15, 2026</u> Ready for Final Payment: <u>November 15, 2026</u> days or dates
[Increase] [Decrease]—from previously approved Change Orders No. <u>1</u> to No. <u> </u> : \$ <u>\$27,933.04</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price prior to this Change Order: \$ <u>5,462,959.04</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 15, 2026</u> Ready for Final Payment: <u>November 15, 2026</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>30,293.88</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
Contract Price incorporating this Change Order: \$ <u>5,493,252.92</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 15, 2026</u> Ready for Final Payment: <u>November 15, 2026</u> days or dates

<p>RECOMMENDED:</p> <p>By: <u><i>Dylan Friss</i></u> Engineer (if required)</p> <p>Title: <u>Project Manager</u></p> <p>Date: <u>March 5, 2026</u></p>	<p>ACCEPTED:</p> <p>By: _____ Owner (Authorized Signature)</p> <p>Title _____</p> <p>Date _____</p>	<p>ACCEPTED:</p> <p>By: <u><i>John O'Hea</i></u> Contractor (Authorized Signature)</p> <p>Title <u>Project Manager</u></p> <p>Date <u>March 5, 2026</u></p>
--	---	---

Approved by Funding Agency (if
applicable)

By: _____

Date:

Title: _____



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March 5, 2026

RE: Change Order Proposal #9
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request COR No. 09, Exterior Coating Omitted on Below Grade Wet-Well Concrete, as submitted by Market & Johnson and dated January 14, 2026. The COR reflects a deduct change associated with omitting the exterior coating on the below-grade exterior surfaces of the wet well structure.

Based on SEH's review of the scope and supporting documentation, COR No. 09 is approved as a deduct in the amount of \$4,462.50. This change does not modify the Contract Time.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Dylan Friss".

Dylan Friss, PE
Wastewater Engineer IV
(Lic. FL, WI)

Attachment(s): COR #09 (Market & Johnson); RFI #02

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

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Market & Johnson, Inc. 2350 Galloway Street PO Box 630 Eau Claire, WI 54702-0630 Ph. 715.834.1213 Fax. 715.834.2331

CHANGE ORDER REQUEST (COR)

TO: Short Elliott Hendrickson Inc.

DATE: January 14, 2026

RE: Change Order Request (COR) #09
3479 - Grantsburg WWTP
North Gary Street
Grantsburg, WI 54840

ATTN: Dylan Friss

DESCRIPTION OF CHANGE: Exterior Coating Omitted on Below Grade Wet-Well Concrete

REQUESTED BY WHOM:

COST OF WORK:

Changes to Market & Johnson's Scope of Work (see attached breakdown).....	(\$4,462.50)
OVERALL CHANGE TO PROJECT	(\$4,462.50)

TIME: The Contract Time will be unchanged by zero days for this change.

COMMENTS / ADD'L NOTES

This proposal may be withdrawn by us if not accepted within 30 calendar days.

Sincerely,

MARKET & JOHNSON, INC.

John O'Hearn
Project Manager

Enclosures
cc:

If you would like us to proceed with this work prior to a formal change order being processed, please check the accepted box, sign and return. If accepted, this will be included on a future change order.

Accepted **Not Accepted**

Signature _____ Date _____

Breakdown for Change Order Request (COR) #09
 3479 - Grantsburg WWTP
 North Gary Street
 Grantsburg, WI 54840

by Market & Johnson
 Dated: 01/14/2026

		M&J Contract	Tax Exempt Purchases	Owner Direct Purchases
SUBCONTRACTED WORK		SCOPE OF WORK		
Heineman Painting		(\$4,250.00)		
Subtotal of Subcontracted Work		(\$4,250.00)	\$0.00	\$0.00
SELF PERFORMED		QTY	U/M	UNIT COST
Subtotal of Self Performed Work				\$0.00
Mark-up on Subcontracted Work		5.00%		(\$212.50)
Net Change		(\$4,462.50)	\$0.00	\$0.00
TOTAL OVERALL CHANGE TO PROJECT				(\$4,462.50)

M&J Project #3479



SUBCONTRACT CHANGE ORDER

TO: Market & Johnson
2350 Galloway St.
PO Box 630
Eau Claire, WI 54702-0630

PROJECT: Grantsburg WWTF
North Gary Street
Grantsburg, WI 54840

CHANGE ORDER NO: 1

CONTRACT NO: 3479

DESCRIPTION OF CHANGE ORDER: Deduct Coating of Exterior Surface of Wet Well Structure

QUANTITIES	LABOR	MATERIAL	OH&P
	\$2,800.00	\$1,150.00	\$300.00

APPROVED:

Heineman Painting, Inc

Sub-Contractor

BY: [Signature]

TITLE: President

DATE: 1-9-2026

APPROVED:

Contractor

BY: _____

TITLE: _____

DATE: _____

Please sign and return one copy to Heineman Painting, Inc.
135 323rd Ln NW, Cambridge, MN 55008
Email: cherylh@heinemanpainting.com



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RFI TRANSMITTAL

GRANT 184139	78.00
SEH File Number	File Location
September 24, 2025	
Date	
To:	

To: Market & Johnson

Project: WWTP Construction Services

Owner: Village of Grantsburg

<input checked="" type="checkbox"/> Enclosing	<input type="checkbox"/> Sending under separate cover
---	---

SEH RFI No: 002

Description: Lift Station-Precast Wet Well Coating

SEH Response:

Reviewer: D. Friss / T. Webb

Omit the exterior coating on below grade wet-well concrete. Interior coating not required. Provide credit to Owner for reduction in scope.

x:\fj\g\grant\184139\7-const-svcs\rfi\rfi 002 - lift station - precast wet well coating\transmittal rfi 002 - lift station - precast wet well coating.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10 North Bridge Street, Chippewa Falls, WI 54729-2550

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RFI #2: Lift Station - Precast Wet Well Coating

Revision	0	Status	Open
To	Heather Hinke (Short Elliott Hendrickson, Inc.) Kim Schuler (Short Elliott Hendrickson, Inc.) Dylan Friss (Short Elliott Hendrickson, Inc.)	From	John O'Hearn (Market & Johnson, Inc.) 1950 Curve Crest Blvd Stillwater, Minnesota 55082
Date Initiated	Sep 15, 2025	Due Date	Sep 18, 2025
Location		Project Stage	
Cost Impact		Schedule Impact	
Spec Section		Cost Code	
Drawing Number		Reference	
Linked Drawings			
Received From	John O'Hearn (Market & Johnson, Inc.)		
Copies To			

Activity

Question

Question from John O'Hearn Market & Johnson, Inc. on Monday, Sep 15, 2025 at 01:53 PM CDT

Team,
 As discussed with SEH, the attached table schedules the wet well exterior to be coated, however, it is our understanding the interior is often coated. Is it acceptable to coat the interior of the wet well in lieu of the exterior.
 Thank you,
 John

Attachments
[Coating RFI.pdf](#)

Awaiting an Official Response

Coating Systems

SYSTEM NUMBER	TYPE	SUBSTRATE / SERVICE	SURFACE PREP	MFG	FIRST COAT	DFT (Mils)	SECOND COAT	DFT (Mils)	FINISH COAT	DFT (Mils)	NOTES
C8	Epoxy	Concrete & Masonry Interior Exposure	P4	SWC	Porous Substrates-Kem Cati-Coat	60-80 SFPG	Macropoxy 646	3.0-6.0	Macropoxy 646	3.0-6.0	Do not use Blockfiller on smooth concrete and masonry surfaces
				TCI	Porous Substrates Series 130	60-115 SFPG	Series N69	4.0-6.0	Series N69	4.0-6.0	Do not use Blockfiller on smooth concrete and masonry surfaces.
C9	Elastomeric Acrylic	Concrete & Masonry Exterior Exposure	P4	SWC	Loxon XP	90-115 SFPG	Loxon XP	90-115 SFPG			
				TCI	Series 156	4.0-8.0	Series 156	4.0-8.0			Fill porous block with Series 130
C10	Coal Tar	Concrete Exterior Exposure Below Grade Soil Side	P13 4.3.1	SWC	Hi-Mil Shertar	14.0-20.0					
				TCI	Series 46H-413	14.0-20.0					
D2	Epoxy	Ductile Iron Interior Exposure Outside Diameter Non- Immersion	P15	SWC	Macropoxy 646	3.0-6.0	Macropoxy 646	3.0-6.0			
				TCI	Series N69	3.0-5.0	Series N69	4.0-6.0			
D3	100% Solids High-Build Epoxy	Ductile Iron Outside Diameter (Municipal wastewater & H ₂ S vapor exposure)	P15	SWC	Duraplate 235	3.0-6.0	Duraplate 6000	20.0-40.0			
				TCI	Series N140	3.0-5.0	Series G435	15.0-40.0			
S9	Acrylic	Steel Interior and Exterior Moderate	P6	SWC	Sher-Cryl HPA	2.5-4.0	Sher-Cryl HPA	2.5-4.0			Factory primed metal deck and joists: Prepare surfaces according to manufacturer recommendation.
				TCI	Series 1028	2.0-3.0	Series 1028	2.0-3.0			Factory primed metal deck and joists: Prepare surfaces according to manufacturer recommendation.
NF2	Epoxy/ Acrylic Urethane	Galvanized and Non-Ferrous Metals Exterior Exposed	P14	SWC	Macropoxy 646	3.0-6.0	Acrolon Ultra	2.0-3.0			
				SWC	Sherloxane 800	4.0-6.0					

ROOM FINISH SCHEDULE

LOCATION	COATING SYSTEM No.	COATING TYPE
Lift Station (10)		
Precast Interior Walls/Ceiling	C8	Epoxy
Precast Wet Well Exterior	C10	Coal Tar
Ductile Iron Piping, Fittings in Wet Well	D3	100% Solids High-Build Epoxy
Ductile Iron Piping, Fittings in Building	D2	Epoxy
Hollow Metal/FRP Doors	NF2	Epoxy/Acrylic Urethane
Wastewater Treatment Plant (20)		
101,103,104,105 Precast/Masonry Walls	C9	Elastomeric Acrylic
101,103 Precast Ceiling	C9	Elastomeric Acrylic
102 CIP Secondary Containment Area Floor/Walls	SC 1	Novalac Epoxy
102 Precast/Masonry Walls/Ceiling	C8	Epoxy
106 Members and Underside of Decking	S9	Acrylic
Hollow Metal/FRP Doors	NF2	Epoxy/Acrylic Urethane
Domestic Water Insulation Jacketing	PVC2	Epoxy
Ductile Iron Piping, Fittings in Building	D2	Epoxy
Steel Piping	S6	Epoxy



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March 5, 2026

RE: Change Order Proposal #10
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request COR No. 10, Grantsburg North Lift Station Control Panel, as submitted by Market & Johnson and dated February 27, 2026. The COR reflects an added scope item to incorporate the control panel work and associated electrical coordination as outlined in the attached breakdown documentation.

Based on SEH's review of the scope and supporting documentation, COR No. 10 is approved in the amount of \$37,387.27. This change does not modify the Contract Time.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Dylan Friss".

Dylan Friss, PE
Wastewater Engineer IV
(Lic. FL, WI)

Attachment(s): COR #10 (Market & Johnson)

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

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CHANGE ORDER REQUEST (COR)

TO: Short Elliott Hendrickson Inc.

DATE: February 27, 2026

RE: Change Order Request (COR) #10
3479 - Grantsburg WWTP
North Gary Street
Grantsburg, WI 54840

ATTN: Dylan Friss

DESCRIPTION OF CHANGE: Grantsburg North Lift Station Control Panel

REQUESTED BY WHOM:

COST OF WORK:

Changes to Market & Johnson's Scope of Work (see attached breakdown).....	<u>\$37,387.27</u>
OVERALL CHANGE TO PROJECT	\$37,387.27

TIME: The Contract Time will be unchanged by zero days for this change.

COMMENTS / ADD'L NOTES

This proposal may be withdrawn by us if not accepted within 30 calendar days.

Sincerely,

MARKET & JOHNSON, INC.

John O'Hearn
Project Manager

Enclosures
cc:

If you would like us to proceed with this work prior to a formal change order being processed, please check the accepted box, sign and return. If accepted, this will be included on a future change order.

Accepted **Not Accepted**

Signature _____ Date _____

Breakdown for Change Order Request (COR) #10
 3479 - Grantsburg WWTP
 North Gary Street
 Grantsburg, WI 54840

by Market & Johnson
 Dated: 02/27/2026

		M&J Contract	Tax Exempt Purchases	Owner Direct Purchases
SUBCONTRACTED WORK		SCOPE OF WORK		
B&B Electric		\$35,034.00		
Subtotal of Subcontracted Work		\$35,034.00	\$0.00	\$0.00
SELF PERFORMED		QTY	U/M	UNIT COST
Subtotal of Self Performed Work				\$0.00
Additional G/L Insurance Required			0.71%	\$248.74
Additional Payment/Performance Bond				\$352.83
Mark-up on Self Performed Work			15.00%	
Mark-up on Subcontracted Work			5.00%	\$1,751.70
Net Change		\$37,387.27	\$0.00	\$0.00
TOTAL OVERALL CHANGE TO PROJECT				\$37,387.27

M&J Project #3479



1303 Western Ave.
Eau Claire WI. 54703
(715) 832-1676 Fax (715) 832-1677
ev@b-belectricinc.com
www.bandbelectric.com
Equal opportunity employer

2/19/2026

Grantsburg Wastewater Treatment Plant

ATTN: Market & Johnson

RE: Grantsburg North Lift Station Control Panel

Scope:

- Energenecs scope is included
- Installation of new floats and transducer
- Installation of new conduit and wiring as needed from control panel to lift station

B&B Labor.....	\$6,590.00
B&B Material.....	\$3,970.00
B&B 15% Markup.....	\$1,584.00
Energenecs Material.....	\$21,800.00
B&B 5% Markup on Subcontractor.....	\$1,090.00
Total.....	\$35,034.00

Any questions please call or E-mail.

Eric VanCalcar

Eric VanCalcar



Proposal

DATE: February 20, 2026

PROJECT: Grantsburg Change Order - North Lift Station Control Panel

TO: Dylan Friss, MS, PE (FL,WI) (4 pages)
Civil Engineer IV. Wastewater
Short Elliott Hendrickson, Inc.
414.949.8932

Energenecs, Inc. is pleased to offer the following proposal to replace the failing PLC at the Grantsburg North Lift Station, in conjunction with the components already order to place a telemetry panel at this site.

Specifically includes:

North (North Pine St) Lift Station Panel (STR 40) additional PLC control components:

- All required relays, control relays, timers, circuit breakers
- Allen Bradley CompactLogix Analog I/O cards
- Allen Bradley CompactLogix Discrete Output card
- Intrinsically safe barriers for level and float circuits (1 level, 5 floats)
- Pump overtemperature, seal fail and moisture relays (modules supplied by pump supplier)
- Backup control circuit (for 2 float backup control)
- Two (2) ETM for pumps
- Red alarm strobe light mounted on top of enclosure
- SCADA software changes at main office to accommodate lift station
- Utilize telemetry components on order to complete a SCADA control panel

North Lift Station Instruments & Switches Included:

- Five (5) Float switches and clamps with one cable, and 27 lb. anchor
- Submersible level transmitter (1) with cable

Panel components *already on order* for this site:

- *Allen Bradley CompactLogix 5380 series programmable PLC*
- *Allen Bradley contact input module (to monitor alarms and data)*
- *PanelView 7 HMI*
- *Ethernet switch*
- *Surge protection*

- *Power supplies and UPS system*
- *Enclosure heater with thermostat with low temperature alarm*
- *Pole mounted NEMA 4X stainless steel enclosure*
- *All control panel components professionally assembled into an outdoor rated insulated and heated UL-508A rated enclosure*
- *MDS Orbit radio with Yagi antenna and 15' mast*
- *SCADA software changes at main office to accommodate lift station telemetry*

PROPOSAL INCLUDES:

- Project coordination and design
- Field start-up and testing, including travel costs
- One (1) year parts and labor warranty for all new hardware and software installed
- Existing telemetry panel on order will be converted to a Control Panel, less starters and breakers, under this Proposal
- O&M manuals and as-built drawings
- Freight for our procured hardware is included
- Programming of Allen Bradley PLC control logic applications
- Programming of operator interface application

PROPOSAL EXCLUSIONS

- Any applicable sales tax
- Mechanically interlocked main and generator circuit breakers
- Generator receptacle
- Breakers and Starters for submersible pumps
- Conduit and wiring from panel to lift station
- Removal and demo of any existing control panels, conduit and wire at all specified locations is by the electrical contractor
- Installation of our new control panels, and control stations including any conduit, wire and wire termination is by the electrical contractor
- New pumps are not proposed

Total Price:

\$21,800.00

Price Breakdown:

PM:	\$3,050.00
CAD:	\$1,050.00
Assembly:	\$3,255.00
Programming:	\$1,900.00
Start up & Testing:	\$2,300.00
Freight:	\$350.00
Parts:	\$9,895.00

Sincerely,

Keith Kohn
Energenecs
(262) 685-6506 Mobile
keith.kohn@energenecs.com

All applicable taxes will be added to the above price.
The Terms and Conditions attached apply to this Proposal.

Energenecs, Inc.

Standard Terms and Conditions

PURCHASE ORDER FORMS

These terms and conditions of sale (these "Terms") are the only terms which govern the sale of the goods and services by Energenecs, Inc., a Wisconsin corporation ("SELLER") to the buyer named on the signature page of these Terms ("BUYER"). Notwithstanding anything herein to the contrary, if a written contract signed by both parties is in existence covering the sale of the goods and services covered hereby, the terms and conditions of said contract shall prevail to the extent they are inconsistent with these Terms. By ordering any goods or services from SELLER, BUYER is agreeing to these Terms. The accompanying Proposal and these Terms comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. These Terms prevail over any of BUYER'S general terms and conditions of purchase regardless of whether or when BUYER has submitted its purchase order or such terms. Fulfillment of BUYER'S order does not constitute acceptance of any of BUYER'S terms and conditions and does not serve to modify or amend these Terms.

SHIPPING TERMS AND TITLE & RISK OF LOSS

Delivery of the goods will be made F.O.B. factory unless expressly agreed upon in writing by the BUYER and SELLER. Title and risk of loss passes to BUYER upon shipment of the goods from SELLER'S factory. SELLER shall not be liable for any delays, loss, or damage in transit. As collateral security for the payment of the purchase price of the goods, BUYER hereby grants to SELLER a lien on and security interest in and to all of the right, title, and interest of BUYER in, to and under the goods, wherever located, and whether now existing or hereafter arising or acquired from time to time, and in all accessions thereto and replacements or modifications thereof, as well as all proceeds (including insurance proceeds) of the foregoing. The security interest granted under this provision constitutes a purchase money security interest under the Wisconsin Uniform Commercial Code.

ACCEPTANCE

Acceptance of a quotation, whether by a separate purchase order or by other means, shall constitute an acknowledgment of the quotation as written and an acceptance of these Terms hereof.

CREDIT APPROVAL

The credit terms specified on the face hereof are subject to SELLER'S continuing approval of BUYER'S credit and if, in SELLER'S sole judgment, BUYER'S credit or financial standing is so impaired as to cause SELLER in good faith to deem itself insecure, SELLER may withdraw the extension of credit and require other payment terms.

PRICE AND TERMS OF PAYMENT

BUYER shall purchase the goods and services from Seller at the prices set forth in attached Proposal. If the prices should be increased by SELLER before delivery of the goods to a carrier for shipment to BUYER, then these Terms shall be construed as if the increased prices were originally inserted herein, and BUYER shall be billed by Seller on the basis of such increased prices. From time to time, SELLER may require payment upfront, in advance, upon shipment of the goods to the job site, or upon certain milestones being met. If SELLER doesn't require payment in the above-mentioned manners, payment terms are: (a) net 30 days, calculated from the date of invoice; and (b) for any invoice that is not timely paid, interest will accrue on the unpaid amount of such invoice at 1.5% per month until the invoice is paid. Payment must be received before start up can be authorized. FIELD STARTUP SERVICE CANNOT BE AUTHORIZED WITHOUT PAYMENT BEING REMITTED TO SELLER IN ADVANCE OF PERFORMING START UP SERVICES. If no startup is required, payment is due net 30 days from invoice date. BUYER'S PAYMENT OBLIGATION IS IN NO WAY CONTINGENT UPON BUYER'S RECEIPT OF PAYMENT FROM ANY OTHER PARTY. In addition to all other amounts due hereunder, BUYER shall reimburse SELLER in full for all collection costs or charges, including reasonable attorneys' fees, which SELLER may incur with respect to the collection of past due amounts from BUYER, including interest on overdue accounts. If BUYER is in default under this or any other agreement with SELLER, SELLER may, at their option, defer performance hereunder until such default is cured. SELLER shall have no obligation to provide factory startup assistance and/or factory training until all invoices (including retentions) for equipment have been paid in full. All prices are exclusive of all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any governmental authority on any amounts payable by BUYER. BUYER may not under any circumstances withhold, offset, recoup or debit any amounts owed (or to become due and owing) to SELLER or any of our representatives, whether under these Terms or otherwise, against any other amount owed (or to become due and owing) to BUYER by SELLER.

WARRANTY AND LIMITATION OF LIABILITY

SELLER is a system integrator/manufacture's representative and, as such, our product guarantees and warranties, as applicable, are set forth in the manufacturer's instruction book or operation and maintenance manual that accompanies each product. SELLER does not offer its customers any warranty or guarantee that would impose upon SELLER greater obligations than those imposed by the manufacturers we represent. For the avoidance of doubt, SELLER makes no representations or warranties with respect to any third-party product, including any (a) warranty of merchantability; (b) warranty of fitness for a particular purpose; (c) warranty of title; or (d) warranty against infringement of intellectual property rights of a third party; whether express or implied by law, course of dealing, course of performance, usage of trade, or otherwise.

In no event shall SELLER be liable to BUYER or any third party for any loss of use, revenue or profit, or for any consequential, indirect, incidental, special, exemplary, or punitive damages whether arising out of breach of contract, tort (including negligence), or otherwise, regardless of whether such damages were foreseeable and whether or not SELLER and BUYER have been advised of the possibility of such damages, and notwithstanding the failure of any agreed or other remedy of its essential purpose. SELLER shall not be liable for any damages or charges for labor or expense in making repairs or adjustments to the product within the warranty period without prior written approval of SELLER. SELLER shall not be liable for any damages or charges sustained in the adaptation or use of its engineering data or services.

Except for the warranties set forth in these Terms, SELLER makes no warranty whatsoever with respect to the goods or services, including any (a) warranty of merchantability; (b) warranty of fitness for a particular purpose; or (c) warranty against infringement of intellectual property rights of a third party; whether express or implied by law, course of dealing, course of performance, usage of trade, or otherwise. In no event shall SELLER'S aggregate liability arising out of or related to these Terms, whether arising out of or related to breach of contract, tort (including negligence), or otherwise, exceed the total of the amounts paid to SELLER for the goods and services sold hereunder.

IN ANY CASE SELLER SHALL NOT BE LIABLE FOR FIELD WORK BY STAFF OTHER THAN THE SELLER UNLESS EXPRESSLY AUTHORIZED IN WRITING, IN ADVANCE, BY THE SELLER. THIS IS IN SPECIFIC REGARD TO BACK CHARGES.

BUYER agrees to reimburse SELLER for ALL expenses incurred in servicing a warranty request if the cause of the warranty request is determined to be other than a manufacturer's defect or failure of a SELLER supplied component.

CLAIM PERIODS

All goods are shipped at the risk of the BUYER after they have been delivered by SELLER to the carrier. BUYER shall immediately inspect said equipment upon receipt of equipment and any damage must be noted on the freight carriers bill of lading at time of receipt. SELLER is not liable for any shortages or non-conformance unless notified thereof by BUYER within 10 days after BUYER'S receipt of said equipment.

CHANGES, CANCELLATIONS, RETURNS

All requests for changes, cancellations, or returns must have prior written approval and are conditional on manufacturer's cancellation/return policies and subject to a restocking and/or service charge for order handling, inspection, reconditioning and repackaging, as required. Authorized returned goods must be packaged and shipped prepaid to manufacturer. Products more than six (6) months old cannot be returned for credit. These Terms shall also govern and be binding to all BUYER requested/approved change orders.

FORCE MAJEURE

SELLER shall not be liable or responsible to BUYER, nor be deemed to have defaulted or breached these Terms, for any failure or delay in fulfilling or performing any term of these Terms when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of SELLER including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion, or hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, national emergency, revolution, insurrection, pandemic, epidemic, lockouts, strikes or other labor disputes (whether or not relating to either party's workforce), or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials or telecommunication breakdown or power outage.

AMENDMENT AND ASSIGNMENT

These Terms may only be amended or modified in a writing stating specifically that it amends these Terms and is signed by an authorized representative of each party. Any additional or different terms proposed by BUYER are objected to and they will have no force or effect unless accepted by SELLER in writing. BUYER shall not assign any of its rights or delegate any of its obligations under these Terms without the prior written consent of SELLER. Any purported assignment or delegation in violation of this section is null and void. No assignment or delegation relieves BUYER of any of its obligations under these Terms.

RELATIONSHIP OF THE PARTIES

The relationship between the parties is that of independent contractors. Nothing contained in these Terms shall be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

DISPUTES AND CHOICE OF LAW

All matters arising out of or relating to these Terms are governed by and construed in accordance with the internal laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule. Any legal suit, action, or proceeding arising out of or relating to these Terms shall be instituted in the federal and state courts located in the State of Wisconsin in each case located in the City of Milwaukee, and each party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding.

SUBMITTAL DRAWINGS & OPERATION/MAINTENANCE MANUALS

Energenecs, Inc.
Standard Terms and Conditions

Submittal drawings and operation & maintenance documentation is provided in accordance with plan documents

THE SELLER RESERVES THE RIGHT TO REVIEW AND REVISE THIS PROPOSAL AFTER THIRTY DAYS FROM ISSUANCE.

By: Energenecs, Inc. Keith Kohn

I accept this proposal and all terms thereof:

Accepted: _____

Title: _____

Date: _____ PO #: _____



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March 5, 2026

RE: Change Order Proposal #11
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request COR No. 11, RFI No. 13 – Omit Chemical Fill Station, as submitted by Market & Johnson and dated March 2, 2026. The COR reflects a deduct change to remove the chemical fill station work from the Contractor's scope

Based on SEH's review of the scope and supporting documentation, COR No. 11 is approved as a deduct in the amount of \$1,689.00. This change does not modify the Contract Time.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Dylan Friss".

Dylan Friss, PE
Wastewater Engineer IV
(Lic. FL, WI)

Attachment(s): COR #11 (Market & Johnson); RFI #13

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

434.202.3780 | 888.908.8166 fax | sehinc.com

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Adding Value to Everything We Do

Market & Johnson, Inc. 2350 Galloway Street PO Box 630 Eau Claire, WI 54702-0630 Ph. 715.834.1213 Fax. 715.834.2331

CHANGE ORDER REQUEST (COR)

TO: Short Elliott Hendrickson Inc.

DATE: March 2, 2026

RE: Change Order Request (COR) #11
3479 - Grantsburg WWTP
North Gary Street
Grantsburg, WI 54840

ATTN: Dylan Friss

DESCRIPTION OF CHANGE: RFI#13 - Omit Chemical Fill Station

REQUESTED BY WHOM:

COST OF WORK:

Changes to Market & Johnson's Scope of Work (see attached breakdown).....	(\$1,689.00)
OVERALL CHANGE TO PROJECT	(\$1,689.00)

TIME: The Contract Time will be unchanged by zero days for this change.

COMMENTS / ADD'L NOTES

This proposal may be withdrawn by us if not accepted within 30 calendar days.

Sincerely,

MARKET & JOHNSON, INC.

John O'Hearn
Project Manager

Enclosures
cc:

If you would like us to proceed with this work prior to a formal change order being processed, please check the accepted box, sign and return. If accepted, this will be included on a future change order.

Accepted **Not Accepted**

Signature _____ Date _____

Breakdown for Change Order Request (COR) #11
 3479 - Grantsburg WWTP
 North Gary Street
 Grantsburg, WI 54840

by Market & Johnson
 Dated: 03/02/2026

		M&J Contract	Tax Exempt Purchases	Owner Direct Purchases
SUBCONTRACTED WORK		SCOPE OF WORK		
J.F. Ahern		(\$215.00)		
Subtotal of Subcontracted Work		(\$215.00)	\$0.00	\$0.00
SELF PERFORMED		QTY	U/M	UNIT COST
Market & Johnson				
Material				(\$352.00)
Labor	6.00	HRS	(\$105.000)	(\$630.00)
Labor	6.00	HRS	(\$82.000)	(\$492.00)
Subtotal of Self Performed Work				(\$1,474.00)
Additional G/L Insurance Required			0.00%	\$0.00
Additional Payment/Performance Bond				\$0.00
Mark-up on Self Performed Work			0.00%	\$0.00
Mark-up on Subcontracted Work			0.00%	\$0.00
Net Change				(\$1,689.00)
TOTAL OVERALL CHANGE TO PROJECT				(\$1,689.00)

M&J Project #3479

John O'Hearn

From: Ross Zillman <rzillman@jfahern.com>
Sent: Monday, March 2, 2026 9:22 AM
To: John O'Hearn
Subject: RE: Grantsburg WWTP - Chemical Fill Station

Sorry about the delay. Our credit will be \$215.00 to remove the 2" chemical fill line piping.

Thanks,

Ross Zillman | Sales/Project Manager



5315 Freitag Dr, Menomonie, WI 54751
T: 715.233.1841 | C: 715.308.0128
rzillman@jfahern.com | jfahern.com

Ahern is comparing pricing received from seller responding to its solicitation based upon their acceptance of Ahern's Terms and Conditions found at <https://www.jfahern.com/standard-terms-and-conditions-purchase>. Submission of pricing by Seller shall indicate and constitute acceptance of Ahern's Terms and Conditions. Seller understands and agrees to sell products and equipment to Ahern based upon Ahern Purchase Orders that will be issued to Seller or which include the referenced Ahern Terms and Conditions. No varying or different terms will be accepted by Ahern. If Seller does not accept Ahern's Terms and Conditions unequivocally and completely, then it should not respond to this solicitation.

From: John O'Hearn <johearn@market-johnson.com>
Sent: Monday, March 2, 2026 9:01 AM
To: Ross Zillman <rzillman@jfahern.com>
Subject: RE: Grantsburg WWTP - Chemical Fill Station

Ross,
Just following up to see if you can email the pricing we discussed.

Thanks,



John O'Hearn
Senior Project Manager

Mobile: 651-413-1785 • Main: 715-834-1213
www.market-johnson.com



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RFI TRANSMITTAL

GRANT 184139	78.00
SEH File Number	File Location
December 4, 2025	
Date	
To:	

To: Market & Johnson

Project: WWTP Construction Services

Owner: Village of Grantsburg

<input checked="" type="checkbox"/> Enclosing	<input type="checkbox"/> Sending under separate cover
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SEH RFI No: 013 Description: Treatment Building – Chemical Fill Station

SEH Response:

Reviewer: Dylan Friss

The two (2) fill stations specified in Section 46 31 10 are allowed to be omitted. If omitted, do not install the exterior curb and drain under each fill station location. Replace the catch basins with sidewalk to match adjacent sidewalk. Submit a change order proposal with credit for the fill stations, floor drains, and concrete curbs, and reduced length of fill piping.

In lieu of the fill stations, provide interior fill ports for each chemical as described as follows:

1. Provide 2” PVC fill piping with ball valve and a camlock fill port.
2. The fill port shall be located inside, above the secondary containment area (to contain drips from the connection point).
3. The fill port shall be located approximately 3’ above finished floor elevation (below shoulder height).
4. The fill port shall be within reach of a person standing outside the containment wall, to allow the fill hose to be connected without entering the secondary containment area.

x:\fj\grant\184139\7-const-svcs\rfi\rfi 013 treatment building, chemical fill lines\transmittal rfi 013 - chemical fill station.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10 North Bridge Street, Chippewa Falls, WI 54729-2550

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3479 - Grantsburg Wastewater Treatment Plant Improvements (3

North Gary Street
Grantsburg, WI 54840

13 - Treatment Building - Chemical Fill Station

Subject

Status

Treatment Building - Chemical Fill Station

Open ●

Discipline

Importance

Location

Created on

11/24/2025

Due date

12/1/2025

Date resolved

Author

John O'Hearn
Market & Johnson

Resolved by

QUESTION John O'Hearn on 11/24/2025 01:33 PM

Specification section 46 31 10 Chemical Fill Station.

To summarize discussions with the vendors – none of them recommend a fill station and advise against one in this situation. Based on the fact these tanks are short (both under 6'), close to the exterior of the building, and there are double doors serving the chemical room, all vendors agree it would be easiest and most efficient to simply bring the fill hose in to the room and connect directly to the tanks instead of having the exterior fill station and associated piping.

Can you please confirm if the chemical fill station should be omitted?

Thank you

ASSIGNMENTS

Dylan Friss (Short Elliott Hendrickson, Inc.) Due on 12/1/2025

RESPONSE:

The two (2) fill stations specified in Section 46 31 10 are allowed to be omitted. If omitted, do not install the exterior curb and drain under each fill station location. Replace the catch basins with sidewalk to match adjacent sidewalk. Submit a change order proposal with credit for the fill stations, floor drains, and concrete curbs, and reduced length of fill piping.

In lieu of the fill stations, provide interior fill ports for each chemical as described as follows:

1. Provide 2" PVC fill piping with ball valve and a camlock fill port.
2. The fill port shall be located inside, above the secondary containment area (to contain drips from the connection point).
3. The fill port shall be located approximately 3' above finished floor elevation (below shoulder height).
4. The fill port shall be within reach of a person standing outside the containment wall, to allow the fill hose to be connected without entering the secondary containment area.



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March 5, 2026

RE: Change Order Proposal #12
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request COR No. 12, RFI No. 14 – Omit Precast Topping, as submitted by Market & Johnson and dated February 27, 2026. The COR reflects a deduct change associated with omitting the precast topping work from the Contractor's scope.

Based on SEH's review of the scope and supporting documentation, COR No. 12 is approved as a deduct in the amount of \$3,776.30. This change does not modify the Contract Time.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Dylan Friss".

Dylan Friss, PE
Wastewater Engineer IV
(Lic. FL, WI)

Attachment(s): COR #12 (Market & Johnson); RFI #14

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

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Market & Johnson, Inc. 2350 Galloway Street PO Box 630 Eau Claire, WI 54702-0630 Ph. 715.834.1213 Fax. 715.834.2331

CHANGE ORDER REQUEST (COR)

TO: Short Elliott Hendrickson Inc.

DATE: February 27, 2026

RE: Change Order Request (COR) #12
3479 - Grantsburg WWTP
North Gary Street
Grantsburg, WI 54840

ATTN: Dylan Friss

DESCRIPTION OF CHANGE: RFI#14 - Omit Precast Topping

REQUESTED BY WHOM:

COST OF WORK:

Changes to Market & Johnson's Scope of Work (see attached breakdown).....	(\$3,776.30)
OVERALL CHANGE TO PROJECT	(\$3,776.30)

TIME: The Contract Time will be unchanged by zero days for this change.

COMMENTS / ADD'L NOTES

This proposal may be withdrawn by us if not accepted within 30 calendar days.

Sincerely,

MARKET & JOHNSON, INC.

John O'Hearn
Project Manager

Enclosures
cc:

If you would like us to proceed with this work prior to a formal change order being processed, please check the accepted box, sign and return. If accepted, this will be included on a future change order.

Accepted **Not Accepted**

Signature _____ Date _____

Breakdown for Change Order Request (COR) #12
 3479 - Grantsburg WWTP
 North Gary Street
 Grantsburg, WI 54840

by Market & Johnson
 Dated: 02/27/2026

		M&J Contract	Tax Exempt Purchases	Owner Direct Purchases
SUBCONTRACTED WORK		SCOPE OF WORK		
Subtotal of Subcontracted Work		\$0.00	\$0.00	\$0.00
SELF PERFORMED		QTY	U/M	UNIT COST
Market & Johnson				
Material				(\$1,200.56)
Labor				(\$2,575.74)
Subtotal of Self Performed Work				(\$3,776.30)
Additional G/L Insurance Required			0.00%	\$0.00
Additional Payment/Performance Bond				\$0.00
Mark-up on Self Performed Work			0.00%	\$0.00
Mark-up on Subcontracted Work			0.00%	\$0.00
Net Change				(\$3,776.30)
TOTAL OVERALL CHANGE TO PROJECT				(\$3,776.30)

M&J Project #3479



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RFI TRANSMITTAL

GRANT 184139	78.00
SEH File Number	File Location
January 7, 2026	
Date	
To:	

To: Market & Johnson

Project: WWTP Construction Services

Owner: Village of Grantsburg

<input checked="" type="checkbox"/> Enclosing	<input type="checkbox"/> Sending under separate cover
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SEH RFI No: 014

Description: Treatment Building – Precast Concrete

SEH Response:

Reviewer: Tam Jones

The roofing specification identifies deck criteria and industry standards for allowable unevenness. In practice, the determination of whether a topping is required is made by the roofing installer during on-site evaluation. Factors include plank camber differential and any protrusions (plates, bars, fasteners) above the precast surface.

The opening in the precast is also currently dimensioned to allow for the topping. If that were to be omitted, the opening would need to be relocated lower on the wall panel, at all instances, equal to the depth of the originally proposed topping. Does timing allow for this still?

GC shall consult with the roofing subcontractor to determine if precast topping can be omitted.

x:\fj\grant\184139\7-const-svcs\rfi\rfi 014 - treatment building - precast topping\transmittal rfi 014 - treatment building-precast concrete.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10 North Bridge Street, Chippewa Falls, WI 54729-2550

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REQUEST FOR INTERPRETATION

Project: Grantsburg WWTF Improvements RFI No.: 14
SEH Project Manager: Dylan Friss, Heather Hinke, & Kim Schuler SEH Project No.: 172213
Requested by: John O'Hearn - Market & Johnson Date: 12/22/2025

Specification Section: Paragraph: Drawing Reference: Detail:

Request: As discussed on site with SEH, should the 2.5" precast topping at the treatment building be omitted if it's not required structurally? M&J would prepare a credit if omitted. If the topping is to remain, the precast scuppers were detailed 4" above the top of plank on the shop drawings, not 4" above the top of topping as shown on the plan detail 2/A501, therefore the scuppers are 2" low. (4" above top of plank instead of 6"). Could the opening remain as-is, reducing the scupper height to 8" and covering the exposed blocking with metal to match the roof coping? Thank you

Engineer Response: **Date Received:** _____

The roofing specification identifies deck criteria and industry standards for allowable unevenness. In practice, the determination of whether a topping is required is made by the roofing installer during on-site evaluation. Factors include plank camber differential and any protrusions (plates, bars, fasteners) above the precast surface.

The opening in the precast is also currently dimensioned to allow for the topping. If that were to be omitted, the opening would need to be relocated lower on the wall panel, at all instances, equal to the depth of the originally proposed topping. Does timing allow for this still?

GC shall consult with the roofing subcontractor to determine if precast topping can be omitted.

See PR # _____

Attachments

Signed: TJ, TS, AC Date Returned: 01/07/2026

Distribution: Owner Consultant Contractor Other _____



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March 5, 2026

RE: Change Order Proposal #13
Village of Grantsburg
Grantsburg WWTP Improvements
SEH No. 184139 71.50

John O'Hearn
Senior Project Manager
Market and Johnson, Inc.
VIA E-MAIL: johearn@market-johnson.com

Dear Mr. O'Hearn:

SEH has reviewed Change Order Request COR No. 13, Roofing Submittal Review – Add 1 inch of insulation at the treatment building, as submitted by Market & Johnson and dated February 27, 2026. The COR reflects an added scope item to provide and install an additional 1 inch layer of roof insulation at all roof areas at the treatment building, using the same insulation manufacturer as the previously submitted product and adhering the insulation with insulation adhesive.

Based on SEH's review of the scope and supporting documentation, COR No. 13 is approved in the amount of \$2,834.41. This change does not modify the Contract Time.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Dylan Friss".

Dylan Friss, PE
Wastewater Engineer IV
(Lic. FL, WI)

Attachment(s): COR #13 (Market & Johnson)

cc: Thad Webb, SEH
Jeremiah Wendt, SEH
Village of Grantsburg

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 400 Locust Avenue, Suite 2, Charlottesville, VA 22902-4858

434.202.3780 | 888.908.8166 fax | sehinc.com

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



Adding Value to Everything We Do

Market & Johnson, Inc. 2350 Galloway Street PO Box 630 Eau Claire, WI 54702-0630 Ph. 715.834.1213 Fax. 715.834.2331

CHANGE ORDER REQUEST (COR)

TO: Short Elliott Hendrickson Inc.

DATE: February 27, 2026

RE: Change Order Request (COR) #13
3479 - Grantsburg WWTP
North Gary Street
Grantsburg, WI 54840

ATTN: Dylan Friss

DESCRIPTION OF CHANGE: Roofing Submittal Review - add 1" of insulation at the treatment building

REQUESTED BY WHOM:

COST OF WORK:

Changes to Market & Johnson's Scope of Work (see attached breakdown).....	\$2,834.41
OVERALL CHANGE TO PROJECT	\$2,834.41

TIME: The Contract Time will be unchanged by zero days for this change.

COMMENTS / ADD'L NOTES

This proposal may be withdrawn by us if not accepted within 30 calendar days.

Sincerely,

MARKET & JOHNSON, INC.

John O'Hearn
Project Manager

Enclosures
cc:

If you would like us to proceed with this work prior to a formal change order being processed, please check the accepted box, sign and return. If accepted, this will be included on a future change order.

Accepted **Not Accepted**

Signature _____ Date _____

Breakdown for Change Order Request (COR) #13
 3479 - Grantsburg WWTP
 North Gary Street
 Grantsburg, WI 54840

by Market & Johnson
 Dated: 02/27/2026

				M&J Contract	Tax Exempt Purchases	Owner Direct Purchases
SUBCONTRACTED WORK		SCOPE OF WORK				
Bristlin				\$2,656.00		
Subtotal of Subcontracted Work				\$2,656.00	\$0.00	\$0.00
SELF PERFORMED		QTY	U/M	UNIT COST		
Subtotal of Self Performed Work				\$0.00		
Additional G/L Insurance Required			0.71%	\$18.86		
Additional Payment/Performance Bond				\$26.75		
Mark-up on Self Performed Work			15.00%			
Mark-up on Subcontracted Work			5.00%	\$132.80		
Net Change				\$2,834.41	\$0.00	\$0.00
TOTAL OVERALL CHANGE TO PROJECT						\$2,834.41

M&J Project #3479



Bristlin
CONSTRUCTION SERVICES

February 12, 2025

RE: Grantsburg WTP- RFI

Proposal # 2026-5640

We propose to supply and install the following at the referenced project

Scope of work: Additional 1 inch of insulation

Scope breakdown

- Additional 1” layer of insulation to be installed at all roof areas
- Insulation manufacturer to be the same as submitted product
- Insulation to be adhered with insulation adhesive
- All related tools, equipment, material, and labor

Treatment Labor: \$1,186

Treatment Material: \$1,470

Addenda Acknowledge: 1,2,3

Unit pricing:

Jobsite cleanup: Jobsite will be cleaned every night with material, tools, and equipment put away in designated area. Jobsite will be cleaned up of all waste and material at the end of the completion back to pre-construction standards.

Service Commitment: If called upon for an emergency we will be there within 24 hours to service the roof. If it is not an emergency, we will be there to service the roof within 3-4 business days.

Note: The listed pricing is valid for 30 days. The proposal includes all sales taxes associated with product and scope.

Accepted by: _____

Thank You for Your Consideration,

Jack Bristlin

Bristlin Construction Services

(612)-930-6932

Bristlin Construction Services,
MN Office: 7269 Commerce Circle Fridley MN
WI Office: 110 Eagle Drive Balsam Lake WI 54810

www.BristlinConstructionServices.com
Office # (952)-666-9039 Fax #952-926-2492

Thank You!

Rick Lindberg
Grantsburg, WI 54840

March 5, 2026

To: The Honorable Members of the Grantsburg Village Board

Dear Esteemed Members of the Board,

I am writing to you today not simply with a proposal, but with a vision — a vision of laughter echoing across crisp winter air, of children discovering confidence on skates, of families gathering under glowing lights, and of our community growing closer together through the simple joy of hockey.

It is with deep respect for our village and its future that I propose the use of village-owned land for the placement of a community hockey rink.

This rink would be fully procured and installed using private funds. Our goal is to lessen the financial burden on the village while maximizing the benefit to our residents. We are committed to covering all costs associated with acquiring and installing the rink itself. The only anticipated contribution requested from the village would be the provision of water necessary to maintain the ice surface.

At a future stage, again through private funding, we plan to install appropriate lighting to ensure the rink can be used safely during evening hours. Once installed, we respectfully request that the village assume responsibility for the utility costs associated with the lighting. This partnership approach ensures that the village's financial commitment remains manageable while the community receives a valuable and lasting recreational asset.

Additionally, we would like to present the possibility of constructing a small warming house at a later date — also to be funded entirely through private contributions. This structure would provide a safe, heated space where children and families could warm up, lace their skates, and find shelter during harsh winter weather. Should this project move forward in the future, it would be brought before the Board for review and approval to ensure it meets all village standards and planning considerations. In that event, we respectfully request that the village assume the ongoing utility costs associated with the warming house, including heating expenses.

*** Estimated Water Usage and Cost

To provide clarity regarding the village's anticipated contribution, we have prepared a reasonable estimate of water usage for a full-sized outdoor hockey rink (approximately 200 feet by 85 feet).

To establish an ice base of roughly 3 inches:

- * Surface area: approximately 17,000 square feet
- * Ice thickness: 3 inches (0.25 feet)
- * Total volume: approximately 4,250 cubic feet
- * Equivalent gallons required: approximately ****31,800 gallons****

Depending on winter conditions, additional water may be needed periodically for resurfacing and maintenance. We estimate a seasonal total usage of approximately ****35,000–45,000 gallons****.

At an estimated municipal water rate of approximately ****\$4–\$6 per 1,000 gallons**** (actual local rates may vary), the projected seasonal cost would likely range between:

* ****\$140 to \$270 per season****

This estimate reflects a modest financial impact while providing substantial recreational value to the community.

*** Proposed Locations for Consideration

In the spirit of partnership and respect for the Board's authority, we propose the following locations for your thoughtful consideration. We fully recognize that the final decision rests with you, and we will wholeheartedly support whichever site the Board determines to be most appropriate.

****1. West of Park Street (Near Its Southernmost Point – East Side of the Road)****

This location offers sufficient open space to accommodate a full-sized hockey rink. It would also allow room for future additions, including a warming house should that project move forward at a later date. Its size and layout make it a strong candidate for long-term growth and expansion, ensuring the rink can serve our community for many years to come.

****2. Near the Village Offices Complex****

This option would situate the rink near the village offices, library, police department, and the yellow village maintenance shed. Its central location could provide convenience, visibility, and accessibility for residents. Proximity to existing municipal buildings may also offer practical advantages for oversight and infrastructure access. This location will not accommodate a full size hockey and may require rink modification as well as constrains expansion.

****3. Village-Owned Land Near Memory Lake or Other Board-Recommended Locations****

Another possibility includes village-owned property near Memory Lake. This setting may offer a scenic and recreationally cohesive environment for winter activity. We also respectfully invite the Board to suggest any additional village-owned properties that you believe may better serve the needs and interests of our residents.

This rink would be more than boards and ice. It would be a gathering place — a space where children build friendships, where teenagers stay active during long winters, where adults reconnect with the pure joy of sport, and where families create memories that last a lifetime. In a time when screens often replace shared experiences, this rink would invite our community back outdoors, back together.

The benefits extend beyond recreation. Organized activity fosters discipline, teamwork, resilience, and pride. It strengthens neighborhoods. It provides healthy outlets for energy and emotion. Most importantly, it gives our youth something positive to look forward to during the winter months.

We believe this partnership between private citizens and village leadership reflects the very best of what a small community can accomplish when it works together. With your approval, we have the opportunity to create something lasting — something that will serve our residents not just this winter, but for many winters to come.

Thank you for your time, your service, and your thoughtful consideration of this proposal. I would welcome the opportunity to speak further, provide additional details, or answer any questions you may have.

With gratitude and hope for our village's future,

Rick Lindberg



Building a Better World
for All of Us™

March 3, 2026

RE: Grantsburg Wastewater Treatment Plant
Improvements
Grantsburg, Wisconsin
SEH No. GRANT 184139 73.00

Sheila Meyer, Clerk/ Treasurer
Village of Grantsburg
316 S. Brad Street
Grantsburg, WI 54840

Allison Longhenry, Deputy Clerk/ Treasurer
Village of Grantsburg
316 S. Brad Street
Grantsburg, WI 54840

Dear Ms. Meyer & Ms. Longhenry:

Please find enclosed Application for Payment No. 7 from Market & Johnson, Inc. for the above-referenced project. The application is in the amount of \$284,681.64 and includes retainage in accordance with the Contract Documents. SEH has reviewed the Application for Payment and recommends approval for payment to the Contractor.

Major work completed during this period included continued general conditions activities; progress on cast-in-place concrete and structural precast work; ongoing site earthwork activities; and continued building MEP rough-in activities (fire protection, plumbing, electrical, and HVAC).

If you have any questions, please contact me at 414.949.8932 or dfriss@sehinc.com.

Sincerely,

A handwritten signature in cursive script that reads "Dylan Friss".

Dylan Friss
Wastewater Engineer IV

Enclosure

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 10 North Bridge Street, Chippewa Falls, WI 54729-2250

SEH is an equal opportunity employer | www.sehinc.com | 715.720.6200 | 800.472.5881 | 888.908.8166 fax

Contractor's Application for Payment

Owner: <u>Village of Grantsburg</u>	Owner's Project No.: _____
Engineer: <u>Short Elliott Hendrickson Inc. (SEH)</u>	Engineer's Project No.: <u>GRANT 172213</u>
Contractor: <u>Market & Johnson</u>	Contractor's Project No.: <u>3479</u>
Project: <u>Grantsburg Wastewater Treatment Plant Improvements</u>	
Contract: <u>All labor, skill, and materials required to construct above referenced project</u>	
Application No.: <u>7</u>	Application Date: <u>2/4/2026</u>
Application Period: From <u>1/1/2026</u> to <u>1/31/2026</u>	

1. Original Contract Price	\$ 5,435,026.00
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 5,435,026.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 2,185,044.29
5. Retainage	
a. <u>5%</u> X <u>\$ 2,185,044.29</u> Work Completed	\$ 109,252.21
b. <u>5%</u> X <u>\$ -</u> Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 109,252.21
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 2,075,792.08
7. Less previous payments (Line 6 from prior application)	\$ 1,791,110.44
8. Amount due this application	\$ 284,681.64
9. Balance to finish, including retainage (Line 3 - Line 4, plus 5c)	\$ 3,359,233.92

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Market & Johnson, Inc.

Signature: *John O'Hearn* **Date:** 2/4/2026

Recommended by Engineer	Approved by Owner
By: _____	By: _____
Title: <u>Wastewater Engineer IV</u>	Title: _____
Date: <u>3/2/2026</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Village of Grantsburg	Owner's Project No.:	
Engineer:	Short Elliott Hendrickson Inc. (SEH)	Engineer's Project No.:	GRANT 172213
Contractor:	Market & Johnson	Contractor's Project No.:	3479
Project:	Grantsburg Wastewater Treatment Plant Improvements		
Contract:	All labor, skill, and materials required to construct above referenced project		

Application No.: 7		Application Period: From 01/01/26 to 01/31/26		Application Date: 02/04/26				
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E)	Work Completed and Materials Stored to Date	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous	This Period (\$)				
Original Contract								
DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS								
	Stated Allowance Section 26 00 00	50,000.00	33,990.40			33,990.40	68%	16,009.60
DIVISION 01 - GENERAL REQUIREMENTS								
91 10 00	INSURANCE/PAYMENT & PERFORMANCE BONDS							
	Insurance/Payment & Performance Bonds	65,903.95	65,903.95			65,903.95	100%	-
91 40 00	BUILDING PERMIT							
	WWTP Building 20	5,444.00	5,444.00			5,444.00	100%	-
91 50 00	GENERAL CONDITIONS							
	Supervision	300,575.00	157,165.00	31,433.00		188,598.00	63%	111,977.00
	Small Tools and Consumables	60,550.00	34,337.00	6,867.00		41,204.00	68%	19,346.00
	Equipment	137,671.89	72,987.00	18,246.00		91,233.00	66%	46,438.89
	Mobilization	122,656.00	122,656.00			122,656.00	100%	-
91 60 00	COLD WEATHER PROTECTION							
	WWTP Building 20	12,355.02	7,759.00	2,200.00		9,959.00	81%	2,396.02
91 70 00	TEMPORARY UTILITIES							
	Lift Station Building 10	15,000.00	7,255.00			7,255.00	48%	7,745.00
DIVISION 02 - EXISTING CONDITIONS								
02 41 13	DEMOLITION & STRUCTURE MOVING							
	Campground - Building Removal (McCabe)	11,200.00	-			-	0%	11,200.00
	Campground - Removing Pavements & Misc. Structures (McCabe)	12,290.00	-	2,444.80		2,444.80	20%	9,845.20
	WWTP - Building Removal (McCabe)	23,000.00	-			-	0%	23,000.00
	WWTP - Removing Pavements & Misc. Structures (McCabe)	1,175.00	-			-	0%	1,175.00
	Sitework Lift Station Demo (Ahern)	3,200.00	-			-	0%	3,200.00
	Sitework Blower Building Demo (Ahern)	3,200.00	-			-	0%	3,200.00
02 41 19	SELECTIVE DEMOLITION							
	Lift Station Building 10	7,975.74	-			-	0%	7,975.74
	WWTP Building 20	736.70	-			-	0%	736.70
02 81 00	CONTAMINATED SITE MATERIAL REMOVAL							
	Lagoon Sludge Removal and Disposal (135 tons @ \$1,118/ton)	150,930.00	-			-	0%	150,930.00
DIVISION 03 - CONCRETE								
03 20 01	CONCRETE REINFORCING LABOR							
	Lift Station Building 10	3,746.14	3,746.14			3,746.14	100%	-
	WWTP Building 20	12,914.26	9,500.00	1,750.00		11,250.00	87%	1,664.26
03 20 02	CONCRETE REINFORCING MATERIAL							
	Lift Station Building 10	1,400.00	1,400.00			1,400.00	100%	-
	WWTP Building 20	12,250.00	12,250.00			12,250.00	100%	-
03 30 00	CAST IN PLACE CONCRETE							
	Lift Station Building 10	13,816.03	13,816.03			13,816.03	100%	-
	WWTP Building 20	216,450.10	164,205.00	22,150.00		186,355.00	86%	30,095.10
03 41 01	STRUCTURAL PRECAST							
	Lift Station Building 10	50,000.01	50,000.01			50,000.01	100%	-
	WWTP Building 20	142,086.99	142,086.99			142,086.99	100%	-

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Village of Grantsburg	Owner's Project No.:	
Engineer:	Short Elliott Hendrickson Inc. (SEH)	Engineer's Project No.:	GRANT 172213
Contractor:	Market & Johnson	Contractor's Project No.:	3479
Project:	Grantsburg Wastewater Treatment Plant Improvements		
Contract:	All labor, skill, and materials required to construct above referenced project		

Application No.: 7		Application Period: From 01/01/26 to 01/31/26		Application Date: 02/04/26				
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E)	Work Completed and Materials Stored to Date	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous	This Period (\$)				
DIVISION 04 – MASONRY								
04 20 00	UNIT MASONRY							
	WWTP Building 20	24,247.00	303.13			303.13	1%	23,943.87
DIVISION 05 – METALS								
05 10 01	STRUCTURAL STEEL INSTALL							
	Lift Station Building 10	747.23	-			-	0%	747.23
	WWTP Building 20	6,583.73	-			-	0%	6,583.73
05 10 02	STRUCTURAL STEEL SUPPLY MATERIAL							
	Lift Station Building 10	10,000.00	-			-	0%	10,000.00
	WWTP Building 20	21,900.00	-			-	0%	21,900.00
05 50 01	MISCELLANEOUS METALS - INSTALL							
	Lift Station Building 10	329.58	-			-	0%	329.58
	WWTP Building 20	6,539.92	-			-	0%	6,539.92
05 50 02	MISCELLANEOUS METALS - MATERIAL							
	WWTP Building 20	2,730.00	-			-	0%	2,730.00
DIVISION 06- WOOD, PLASTIC, AND COMPOSITES								
06 10 00	BUILDING WORKS							
	Lift Station Building 10	10,575.93	-	6,750.00		6,750.00	64%	3,825.93
	WWTP Building 20	18,696.96	-	8,125.00		8,125.00	43%	10,571.96
DIVISION 07 - THERMAL AND MOISTURE PROTECTION								
07 10 00	DAMPROOFING AND WATERPROOFING							
	WWTP Building 20	4,585.00	4,585.00			4,585.00	100%	-
07 50 00	MEMBRANE ROOFING							
	Lift Station Building 10	23,587.00	-			-	0%	23,587.00
	WWTP Building 20	25,163.00	-			-	0%	25,163.00
07 90 00	JOINT SEALANTS							
	Lift Station Building 10	1,000.00	-			-	0%	1,000.00
	WWTP Building 20	8,990.00	-			-	0%	8,990.00
DIVISION 08 – OPENINGS								
08 10 00	DOORS, FRAMES & HARDWARE SUPPLY							
	Lift Station Building 10	8,000.00	-			-	0%	8,000.00
	WWTP Building 20	24,400.00	-			-	0%	24,400.00
08 31 00	ACCESS DOORS & PANELS SUPPLY							
	Lift Station Building 10	2,312.88	-			-	0%	2,312.88
08 33 00	COILING DOORS & GRILLES SUPPLY							
	WWTP Building 20	8,571.00	-			-	0%	8,571.00
08 80 00	GLAZING							
	WWTP Building 20	500.00	-			-	0%	500.00
DIVISION 09 – FINISHES								
09 21 16	GYPSUM BOARD ASSEMBLIES							
	Lift Station Building 10	550.88	-			-	0%	550.88
09 30 00	TILING							
	WWTP Building 20	5,000.00	-			-	0%	5,000.00

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

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A	B	C	D Work Completed		E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	(D + E) From Previous	This Period (\$)	Materials Currently Stored (not in D or E)	Work Completed and Materials Stored to Date	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)	
09 50 00	CEILINGS WWTP Building 20	1,290.00	-			-	0%	1,290.00	
09 60 00	SOFT FLOORING WWTP Building 20	5,000.00	-			-	0%	5,000.00	
09 90 00	PAINTING & COATING Lift Station Building 10 WWTP Building 20	28,175.00 18,300.00	-			-		28,175.00 18,300.00	
DIVISION 10 - SPECIALTIES									
10 14 00	SIGNAGE SUPPLY WWTP Building 20	682.00	-			-	0%	682.00	
10 28 00	TOILET & BATH ACCESSOIRES SUPPLY WWTP Building 20	1,620.30	-			-	0%	1,620.30	
10 40 00	SAFETY SPECIALTIES SUPPLY WWTP Building 20	1,019.30	-			-	0%	1,019.30	
10 70 00	EXTERIOR SPECIALTIES SUPPLY WWTP Building 20	8,837.00	-			-	0%	8,837.00	
DIVISION 12 - FURNISHINGS									
12 30 00	CASEWORK WWTP Building 20	8,906.00	-			-		8,906.00	
DIVISION 21 - FIRE SUPPRESSION									
21 13 13	FIRE PROTECTION SYSTEMS ST-20 Fire Protection	32,000.00	13,013.00			13,013.00		18,987.00	
DIVISION 22 - PLUMBING									
22 00 00	PLUMBING ST-10 Plumbing ST-20 Plumbing	23,700.00 103,000.00	- 35,000.00			- 35,000.00	0% 34%	23,700.00 68,000.00	
DIVISION 23 - HEATING, VENTILATION, AND AIR CONDITIONING									
23 00 00	HVAC ST-10 HVAC ST-20 HVAC	19,000.00 94,100.00	- -	5,000.00 44,000.00		5,000.00 44,000.00	26% 47%	14,000.00 50,100.00	
DIVISION 26 - ELECTRICAL									
26 00 00	ELECTRICAL Submittals Str 20 Electrical Labor Str 20 Electrical Material Str 20 Electrical Switchgear Str 10 Electrical Labor Str 10 Electrical Material Str 30 Electrical Labor Str 30 Electrical Material Str 40 Electrical Labor Str 40 Electrical Material	41,811.00 52,500.00 24,500.00 19,580.00 39,500.00 25,734.00 13,250.00 9,550.00 15,100.00 9,650.00	2,410.00 7,500.00 3,000.00 15,664.00 8,500.00 6,899.00 -	35,000.00 10,000.00 8,000.00 -		37,410.00 17,500.00 11,000.00 15,664.00 8,500.00 6,899.00 -	89% 33% 45% 80% 22% 27% 0% 0% 0% 0%	4,401.00 35,000.00 13,500.00 3,916.00 31,000.00 18,835.00 13,250.00 9,550.00 15,100.00 9,650.00	

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Village of Grantsburg	Owner's Project No.:	
Engineer:	Short Elliott Hendrickson Inc. (SEH)	Engineer's Project No.:	GRANT 172213
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			(D + E) From Previous	This Period (\$)				
26 32 13	ENGINE GENERATORS Str 10 Generator	62,800.00	-	10,000.00		10,000.00	16%	52,800.00
26 51 19	LED INTERIOR LIGHTING Str 20 Lighting	13,695.00	13,204.00			13,204.00	96%	491.00
DIVISION 28 – ELECTRONIC SAFETY AND SECURITY								
28 31 00	FIRE ALARM SYSTEM Str 20 Fire Alarm	4,237.00	3,539.00			3,539.00	84%	698.00
DIVISION 31 – EARTHWORK								
31 11 00	CLEARING & GRUBBING Campground - Clearing & Grubbing	9,430.00	9,430.00			9,430.00	100%	-
31 23 10	EXCAVATION & EMBANKMENT Campground - Excavation & Embankment Labor & Equipment	76,696.00	46,104.74	12,411.77		58,516.51	76%	18,179.49
	WWTP - Excavation & Embankment Labor & Equipment	80,266.00	60,556.05	10,100.00		70,656.05	88%	9,609.95
	WWTP - Excavation & Embankment Materials	36,900.00	20,000.00			20,000.00	54%	16,900.00
31 23 19	DEWATERING Campground - Lift Station Building 10	226,200.00	226,200.00			226,200.00	100%	-
31 25 10	TEMPORARY EROSION CONTROL Campground - Temp Erosion Control	3,020.00	2,227.61			2,227.61		792.39
	WWTP - Temp Erosion Control	4,685.00	1,016.00			1,016.00	22%	3,669.00
DIVISION 32 – EXTERIOR IMPROVEMENTS								
32 11 26	CRUSHED AGGREGATE BASE COURSE Campground - Crushed Agg. Base Course	21,505.00	-	6,007.28		6,007.28	28%	15,497.72
	WWTP - Crushed Agg. Base Course	13,435.00	-			-	0%	13,435.00
32 12 16	ASPHALT PAVING Lift Station Building 10	43,925.00	-			-	0%	43,925.00
32 16 00	SITE CONCRETE Lift Station Building 10	45,294.46	-			-	0%	45,294.46
	WWTP Building 20	2,400.00	-			-	0%	2,400.00
32 31 00	FENCES & GATES WWTP Building 20	31,100.00	-			-	0%	31,100.00
DIVISION 33 – UTILITIES								
33 11 00	WATER DISTRIBUTION SYSTEMS Sitework Splitter Box	81,900.00	-			-	0%	81,900.00
	Sitework Splitter Box Bypass	34,200.00	-			-	0%	34,200.00
	Campground - Water Distribution Systems Labor & Equipment	2,620.00	-			-	0%	2,620.00
	Campground - Water Distribution Systems Material	2,880.00	-			-	0%	2,880.00
	WWTP - Water Distribution Systems Labor & Equipment	4,379.00	-			-	0%	4,379.00
	WWTP - Water Distribution Systems Material	5,650.00	-			-	0%	5,650.00
33 31 00	SANITARY SEWER SYSTEMS Campground - Sanitary Sewer Systems Labor & Equipment	258,440.00	229,953.82	13,930.01		243,883.83	94%	14,556.17
	Campground - Sanitary Sewer Systems Materials	77,900.00	77,900.00			77,900.00	100%	-
33 34 00	SEWAGE FORCE MAINS Campground - Sewage Force Mains Labor & Equipment	21,069.00	-	18,000.00		18,000.00	85%	3,069.00
	Campground - Sewage Force Mains Materials	28,950.00	5,172.56	22,250.00		27,422.56	95%	1,527.44

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Village of Grantsburg	Owner's Project No.:	
Engineer:	Short Elliott Hendrickson Inc. (SEH)	Engineer's Project No.:	GRANT 172213
Contractor:	Market & Johnson	Contractor's Project No.:	3479
Project:	Grantsburg Wastewater Treatment Plant Improvements		
Contract:	All labor, skill, and materials required to construct above referenced project		

Application No.: 7		Application Period: From 01/01/26 to 01/31/26		Application Date: 02/04/26				
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E)	Work Completed and Materials Stored to Date	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous	This Period (\$)				
DIVISION 40 – PROCESS INTEGRATION								
40 23 10	PROCESS PIPING							
	ST-10 Lift Station Piping	180,900.00	15,000.00			15,000.00	8%	165,900.00
	Mobilization	43,700.00	43,700.00			43,700.00	100%	-
	Submittals	41,900.00	41,900.00			41,900.00	100%	-
	WWTP - Site Piping Labor & Equipment	103,010.00	-			-	0%	103,010.00
	WWTP - Site Piping Materials	61,900.00	-			-	0%	61,900.00
40 90 10/40 91 19	LIFT STATION CONTROLS & DEVICES/INSTRUMENTATION							
	Str 20 Instrumentation & Controls	199,424.00	-			-	0%	199,424.00
	Str 10 Instrumentation & Controls	67,700.00	-			-	0%	67,700.00
	Str 30 Instrumentation & Controls	67,700.00	-			-	0%	67,700.00
	Str 40 Instrumentation & Controls	33,850.00	-			-	0%	33,850.00
DIVISION 41 – MATERIAL PROCESSING AND HANDLING EQUIPMENT								
41 20 00	PIECE MTL HANDLING EQUIPMENT							
	Lift Station Building 10	9,966.00	-			-	0%	9,966.00
DIVISION 43 – PROCESS GAS AND LIQUID HANDLING, PURIFICATION, AND STORAGE EQUIPMENT								
43 21 25	SUBMERSIBLE PUMPS							
	ST-10 Lift Station Pumps	91,500.00	-			-	0%	91,500.00
	ST-20 Treatment Building Piping	76,000.00	20,000.00			20,000.00	26%	56,000.00
43 21 47	CHEMICAL FEED PUMPS							
	ST-20 Treatment Building	74,700.00	5,000.00	5,000.00		10,000.00	13%	64,700.00
DIVISION 44 – POLLUTION AND WASTE CONTROL EQUIPMENT								
44 42 19	POSITIVE DISPLACEMENT BLOWERS							
	ST-20 Treatment Building Blowers	66,100.00	5,000.00			5,000.00	8%	61,100.00
44 45 16	Lagoon Aeratio Equipment							
	WWTP Building 20	53,100.00	53,100.00			53,100.00	100%	-
DIVISION 46 – WATER AND WASTEWATER EQUIPMENT								
46 21 39	FINE SCREENING EQUIPMENT							
	ST-10 Lift Station Screen	184,900.00	-			-	0%	184,900.00
46 66 00	ULTRAVIOLET LIGHT DISINFECTION EQUIPMENT							
	ST-20 Treatment Building UV	196,000.00	5,000.00			5,000.00	3%	191,000.00
UNIT PRICES								
	Clearing & Grubbing (1LS @ \$15,750/LS)	15,750.00	-			-	0%	15,750.00
	Strip Topsoil (1.5 Acre @ \$3,900/Acre)	5,850.00	-			-	0%	5,850.00
	Base Agg. Dense 3/4" WWTP DWY (89 ton @ \$22/ton)	1,958.00	-			-	0%	1,958.00
	Base Agg. Dense 1 1/4" WWTP DWY (267 ton @ \$22/ton)	5,874.00	-			-	0%	5,874.00
	Base Agg. Dense 3/4" Gary Street (261 ton @ \$22/ton)	5,742.00	-			-	0%	5,742.00
	Base Agg. Denser 1 1/4" Gary Street (750 ton @ \$22/ton)	16,500.00	-			-	0%	16,500.00
	Turf Establishment (1 Acre @ \$10,500/acre)	10,500.00	-			-	0%	10,500.00
	Connect to Ex. Water Main (1 EA @ \$1,700/EA)	1,700.00	-			-	0%	1,700.00
	4" DI Water Main (4 LF @ \$75/LF)	300.00	-			-	0%	300.00
	6" DI Water Main (127 LF @ \$75/LF)	9,525.00	-			-	0%	9,525.00
	8" DI Water Main (3,364 LF @ \$80/LF)	269,120.00	-			-	0%	269,120.00
	Fittings (788 LB @ \$15.50/LB)	12,214.00	-			-	0%	12,214.00
	Fire Hydrant (7 EA @ \$5,900/EA)	41,300.00	-			-	0%	41,300.00

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Village of Grantsburg	Owner's Project No.:	
Engineer:	Short Elliott Hendrickson Inc. (SEH)	Engineer's Project No.:	GRANT 172213
Contractor:	Market & Johnson	Contractor's Project No.:	3479
Project:	Grantsburg Wastewater Treatment Plant Improvements		
Contract:	All labor, skill, and materials required to construct above referenced project		

Application No.:	7	Application Period:	From	01/01/26	to	01/31/26	Application Date:	02/04/26	
A	B	C	D		E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E)	Work Completed and Materials Stored to Date	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)	
			(D + E) From Previous	This Period (\$)					
	4" Valve & Box (1 EA @ \$2,125/EA)	2,125.00	-			-	0%	2,125.00	
	6" Valve & Box (7 EA @ \$2,420/EA)	16,940.00	-			-	0%	16,940.00	
	8" Valve & Box (8 EA @ \$3,170/EA)	25,360.00	-			-	0%	25,360.00	
Original Contract Totals		\$ 5,435,026.00	\$ 1,885,379.43	\$ 299,664.86	\$ -	\$ 2,185,044.29	40%	\$ 3,249,981.71	
Change Orders									
Change Order Totals		\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
Original Contract and Change Orders									
Project Totals		\$ 5,435,026.00	\$ 1,885,379.43	\$ 299,664.86	\$ -	\$ 2,185,044.29	40%	\$ 3,249,981.71	

VILLAGE OF GRANTSBURG		
CHECK REGISTERS		
March 9, 2026		
1	\$297.76	
2	\$53,816.03	
3	\$82.72	
4	\$68.66	
5	\$691,810.62	
6	\$154.97	
7	\$2,709.92	
8	\$22,349.64	
9	\$16,567.74	
10	\$4,424.56	
11	\$65.00	
12	\$130.90	
13	\$2,099.98	
14	\$15,374.85	
15	\$14,285.00	
16	\$5,906.59	
17	\$1,389.92	
TOTAL	\$831,534.86	

VILLAGE OF GRANTSBURG

CHECK REGISTERS

March 9, 2026

1	\$297.76
2	\$1,782.00
2	\$53,826.03
3	\$82.72
4	\$68.66
5	\$691,810.62
6	\$2,709.92
7	\$15,892.00
8	\$154.97
9	\$4,424.56
10	\$16,567.74
11	\$65.00
12	\$2,099.98
13	\$15,374.85
14	\$130.90
15	\$14,285.00
16	1389.92
17	\$5,906.59
TOTAL	\$826,869.22

GENERAL CHECKING - COMM BANK Accounting Checks

Posted From: 1/01/2026 From Account:
Thru: 1/01/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	1/01/2026		
	Manual Check	HEALTH PARTNERS	297.76
		Grand Total	297.76

2/10/2026 12:24 PM

Check Register - Quick Report - Regular

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/10/2026

From Account:

Thru: 2/10/2026

Thru Account:

Check Nbr	Check Date	Payee	Amount
36905	2/10/2026	MCLAIN, SCOTT REFUND - standby water charges	1,782.00
Grand Total			1,782.00

2/27/2026 1:28 PM

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/10/2026 From Account:

Thru: 2/11/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/11/2026	WI DEPARTMENT OF REVENUE	10.00
	Manual Check	Business Tax Registration	
ACH	2/10/2026	COMMUNITY BANK-DEBT SERVICE ACCTS	53,816.03
	Manual Check	transfer from gen'l ckg	
		Grand Total	53,826.03

3/05/2026 3:50 PM

Check Register - Quick Report - Manual

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/11/2026 From Account:

Thru: 2/11/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/11/2026	UNITED HEALTHCARE	82.72
	Manual Check	Vision & STD Ins	
		Grand Total	82.72

2/19/2026 12:14 PM

Check Register - Quick Report - ALL

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/17/2026

From Account:

Thru: 2/17/2026

Thru Account:

Check Nbr	Check Date	Payee	Amount
36906	2/17/2026	GRANTSBURG TELCOM Library- phone, voice, fax	68.66
Grand Total			68.66

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/18/2026 From Account:

Thru: 2/18/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36907	2/18/2026	BANK OF ALMA Interest - 5yr Proj, STFL, J&J, Cmpgd	19,918.40
36908	2/18/2026	BOARD OF COMMISSIONERS OF PUBLIC LANDS P&I - 2012 refinance loan	64,600.00
36909	2/18/2026	BURNETT CO. SENTINEL w/s op job ad	424.96
36910	2/18/2026	BURNETT CO. TREASURER Taxes to 2/6/2025	119,485.75
36911	2/18/2026	CWS SECURITY Annual Fee- virtual key pad	459.95
36912	2/18/2026	DARRELL'S HARDWARE HANK shop, VO, Swr, cmpgd, prk, mach supplies	273.14
36913	2/18/2026	DIXON VENTURES LLC PD & PW fuel	105.76
36914	2/18/2026	EMPLIFY HEALTH Drug Screening Annual Fee - DOT	60.00
36915	2/18/2026	GRANTSBURG SCHOOL DISTRICT Taxes to 2/6/2026	346,441.52
36916	2/18/2026	GRANTSBURG TELCOM Telephone/Internet & cmpgd REFUND	558.98
36917	2/18/2026	GREAT NORTHERN ENVIRONMENTAL WWTP blower belts & oil	215.00
36918	2/18/2026	HAWKINS INC. water & sewer chemicals	5,946.81
36919	2/18/2026	LUDVIGSON LAW OFFICE PD Legal Services - January	560.00
36920	2/18/2026	NORTH MEMORIAL 1st half 2026 subsidy	45,617.70
36921	2/18/2026	NORTHWOOD TECHNICAL COLLEGE Taxes to 2/6/2026	13,080.72
36922	2/18/2026	OREILLY AUTOMOTIVE INC. shop, w/s, machinery supplies	285.54
36923	2/18/2026	QUADIENT LEASING USA INC. Postage mach. Feb 2026 - APR 2026	207.78
36924	2/18/2026	S E H WWTP, Well #1/2	62,576.80
36925	2/18/2026	SECURIAN FINANCIAL GROUP INC. Life Insurance	126.26

2/19/2026 12:16 PM

Check Register - Quick Report - Regular

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/18/2026 From Account:
Thru: 2/18/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36926	2/18/2026	TWO RIVERS ACCOUNTING LLC Audit services	9,000.00
36927	2/18/2026	USA BLUE BOOK water testing supplies	960.55
36928	2/18/2026	VIKING INDUSTRIAL CENTER gas meter	905.00
Grand Total			691,810.62

2/16/2026 3:31 PM

Payroll Register Totals Only Report

Page: 1

Check Date: 02/19/2026

PAYRL

From Employee:

From Dept: 899 Library BiWeekl

Thru Employee:

Thru Dept: 899 Library BiWeekl

Pay Periods: 1/31/2026 Thru: 2/13/2026

Total Checks: 7

(Male: 2 Female: 5)

Earnings:

Regular Pay 3,354.49 188.25 Hours

3,354.49

Withholdings:

Federal 31.50

Social Security 201.87

Medicare 47.20

Wisconsin 56.21

Health, etc Ins 98.71

WRS Contrib. 209.08

644.57

NET PAY 2,709.92

Flexible Time Off:

Earned

Used

Sick Hours 0.00

7.00

0.00

7.00

Library

2/16/2026 4:19 PM

Payroll Register Totals Only Report

Page: 1

Check Date: 02/19/2026

PAYRL

From Employee:

From Dept: 100 Prot. - FT

Thru Employee:

Thru Dept: 880 Cmpgrd Host-OLD

Pay Periods: 1/31/2026 Thru: 2/13/2026

Total Checks: 9 (Male: 4 Female: 5)

Earnings:

Regular Pay	22,269.64	720.00	Hours
ON CALL	80.00		

	22,349.64		

Withholdings:

Federal	1,001.14
Social Security	1,336.84
Medicare	312.64
Wisconsin	862.18
Deferred Comp.	408.40
Health, etc Ins	787.77
Union Dues	139.50
WRS Contrib.	1,609.17

	6,457.64

NET PAY 15,892.00

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Comp. Hours	20.25	1.25
Sick Hours	0.00	10.00
Vacation Hours	0.00	9.00
	-----	-----
	20.25	20.25

2/19/2026 12:18 PM

Check Register - Quick Report - Regular

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/19/2026 From Account:

Thru: 2/19/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36929	2/19/2026	LEE, LARISSA Misc. reimbursement & correction	61.67
36930	2/19/2026	LONGHENRY, ALLISON Misc. reimbursement	69.23
36931	2/19/2026	MEYER, SHEILA Misc. reimbursement	24.07
Grand Total			154.97

2/26/2026 3:45 PM

Check Register - Quick Report - Regular

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/28/2026 From Account:

Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36932	2/28/2026	GRANTSBURG VIP Excess pool donations to VIP acct	4,424.56
		Grand Total	4,424.56

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: From Account:

Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/27/2026	WI RETIREMENT SYSTEM	7,651.46
	Manual Check	Retirement- January	
ACH	2/26/2026	US BANK	504.13
	Manual Check	Library - Program, Supplies, Collection	
ACH	2/20/2026	VILLAGE WATER/SEWER UTIL.	787.48
	Manual Check	water/sewer utilities	
ACH	2/28/2026	WI Dept. of Revenue	907.05
	Manual Check	State w/h 2/1-15	
ACH	2/28/2026	WI DEPARTMENT OF REVENUE	24.08
	Manual Check	Sales tax - January 2026	
ACH	2/20/2026	EFTPS PAYMENTS	4,829.74
	Manual Check	Soc Sec, Medicare, Federal W/H	
ACH	2/19/2026	EMPOWERMENT RETIREMENT SERVICES	408.40
	Manual Check	Deferred comp w/h	
ACH	2/20/2026	WEX BANK	1,455.40
	Manual Check	PD & PW fuel	
		Grand Total	16,567.74

3/05/2026 3:07 PM

Check Register - Quick Report - Manual

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From:

From Account:

Thru: 2/28/2026

Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/28/2026	COMMUNITY BANK	65.00
	Manual Check	Checking analysis charge	
		Grand Total	65.00

3/04/2026 1:29 PM

Reprint Payroll Register Totals Only
All Employees

Page: 1
PAYRL

Check Date From: 3/05/2026
Thru: 3/05/2026

From Dept:
Thru Dept: 800 Library OLD

Total Checks: 9 Pay Periods: 2/14/2026 Thru: 2/27/2026
(Male: 4 Female: 5)

Earnings:

Regular Pay	22,269.67	720.00	Hours
ON CALL	80.00		

	22,349.67		

Withholdings:

Federal	926.34
Social Security	1,342.90
Medicare	314.06
Wisconsin	820.70
Deferred Comp.	1,158.40
Health, etc Ins	689.99
Union Dues	113.25
WRS Contrib.	1,609.18

	6,974.82

NET PAY 15,374.85

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Comp. Hours	3.75	30.75
Personal Hrs	0.00	4.00
Sick Hours	0.00	13.00
Vacation Hours	0.00	20.00
	-----	-----
	3.75	67.75

3/04/2026 3:30 PM

Check Register - Quick Report - ALL

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/05/2026 From Account:

Thru: 3/05/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36933	3/05/2026	LEE, LARISSA Misc. reimbursement	61.67
36934	3/05/2026	LONGHENRY, ALLISON Misc. reimbursement	69.23
Grand Total			130.90

3/06/2026 12:04 PM

In Progress Checks - Quick Report - Manual

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/01/2026 From Account:

Thru: 3/09/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Manual Check	3/06/2026	AMERICAN EXPRESS/AMAZON Amazon - machinery, PD, office, etc.	1,878.95
Manual Check	3/05/2026	AT&T MOBILITY PD and PW - cellphones	253.98
Manual Check	3/01/2026	EASY IT GUYS LLC IT Services	2,244.50
Manual Check	3/06/2026	EFTPS PAYMENTS SS, Medicare, Fed W/H	4,700.90
Manual Check	3/06/2026	EMPOWERMENT RETIREMENT SERVICES Deferred comp w/h	1,158.40
Manual Check	3/04/2026	US BANK Lucky Seven - PD fuel	95.09
Manual Check	3/06/2026	WE ENERGIES natural gas	3,953.18
		Grand Total	14,285.00

3/06/2026 11:33 AM

In Progress Checks - Quick Report - ALL

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ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/09/2026 From Account:

Thru: 3/09/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	3/09/2026	AMAZON CAPITAL SERVICES Library - Collection - Print	465.69
	3/09/2026	BARNHART, NORM Library - summer reading	500.00
	3/09/2026	E O JOHNSON CO. INC Library - copy machinen lease	143.59
	3/09/2026	GRANTSBURG TELCOM Library- phone, voice, fax	64.72
	3/09/2026	MIDWEST TAPE Library- AV/DVD	215.92
		Grand Total	1,389.92

3/06/2026 11:34 AM

In Progress Checks - Quick Report - Regular

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/10/2026 From Account:

Thru: 3/10/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	3/10/2026	BENSON, SCOTT Seasonal Campsite Refund - Benson	500.00
	3/10/2026	BURNETT COUNTY AGRICULTURAL SOCIETY FAIR 2026 property contribution	817.00
	3/10/2026	CINTAS CORPORATION VO rug & PW Uniform	271.05
	3/10/2026	COMMERCIAL TESTING LAB INC. sewer & water sampling	491.40
	3/10/2026	DARRELL'S HARDWARE HANK shop, vo bldg, wtr, street, mach supply	113.42
	3/10/2026	E O JOHNSON COMPANY Copier Agreement	240.59
	3/10/2026	EIDE CHRYSLER PINE CITY 2024 Durango oil change	126.44
	3/10/2026	GET IT DONE SERVICES & RENTAL Lift Rental	135.00
	3/10/2026	GRANTSBURG TELCOM Telephone	520.31
	3/10/2026	HAWKINS INC. water & sewer chemicals	1,752.71
	3/10/2026	NORTHLAND SIGNS PD admin door decals	85.00
	3/10/2026	TEAMSTERS LOCAL UNION #346 Union Dues	267.00
	3/10/2026	WARREN HEATING & AIR CONDITIONING LLC VO hallway furnace repair	218.00
	3/10/2026	WI DEPARTMENT OF REVENUE Mfg. Property Assessment	368.67
		Grand Total	5,906.59

GENERAL CHECKING - COMM BANK

Accounting Checks

Posted From: 1/01/2026 From Account:
Thru: 1/01/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	1/01/2026		
	Manual Check	HEALTH PARTNERS	297.76
		Grand Total	297.76

2/27/2026 1:28 PM

Check Register - Quick Report - Manual

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ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/10/2026 From Account:

Thru: 2/11/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/11/2026	WI DEPARTMENT OF REVENUE	10.00
	Manual Check	Business Tax Registration	
ACH	2/10/2026	COMMUNITY BANK-DEBT SERVICE ACCTS	53,816.03
	Manual Check	transfer from gen'l ckg	
		Grand Total	53,826.03

3/05/2026 3:50 PM

Check Register - Quick Report - Manual

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/11/2026 From Account:

Thru: 2/11/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/11/2026	UNITED HEALTHCARE	82.72
	Manual Check	Vision & STD Ins	
		Grand Total	82.72

2/19/2026 12:14 PM

Check Register - Quick Report - ALL

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/17/2026 From Account:

Thru: 2/17/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36906	2/17/2026	GRANTSBURG TELCOM Library- phone, voice, fax	68.66
Grand Total			68.66

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/18/2026 From Account:

Thru: 2/18/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36907	2/18/2026	BANK OF ALMA Interest - 5yr Proj, STFL, J&J, Cmpgd	19,918.40
36908	2/18/2026	BOARD OF COMMISSIONERS OF PUBLIC LANDS P&I - 2012 refinance loan	64,600.00
36909	2/18/2026	BURNETT CO. SENTINEL w/s op job ad	424.96
36910	2/18/2026	BURNETT CO. TREASURER Taxes to 2/6/2025	119,485.75
36911	2/18/2026	CWS SECURITY Annual Fee- virtual key pad	459.95
36912	2/18/2026	DARRELL'S HARDWARE HANK shop, VO, Swr, cmpgd, prk, mach supplies	273.14
36913	2/18/2026	DIXON VENTURES LLC PD & PW fuel	105.76
36914	2/18/2026	EMPLIFY HEALTH Drug Screening Annual Fee - DOT	60.00
36915	2/18/2026	GRANTSBURG SCHOOL DISTRICT Taxes to 2/6/2026	346,441.52
36916	2/18/2026	GRANTSBURG TELCOM Telephone/Internet & cmpgd REFUND	558.98
36917	2/18/2026	GREAT NORTHERN ENVIRONMENTAL WWTP blower belts & oil	215.00
36918	2/18/2026	HAWKINS INC. water & sewer chemicals	5,946.81
36919	2/18/2026	LUDVIGSON LAW OFFICE PD Legal Services - January	560.00
36920	2/18/2026	NORTH MEMORIAL 1st half 2026 subsidy	45,617.70
36921	2/18/2026	NORTHWOOD TECHNICAL COLLEGE Taxes to 2/6/2026	13,080.72
36922	2/18/2026	OREILLY AUTOMOTIVE INC. shop, w/s, machinery supplies	285.54
36923	2/18/2026	QUADIENT LEASING USA INC. Postage mach. Feb 2026 - APR 2026	207.78
36924	2/18/2026	S E H WWTP, Well #1/2	62,576.80
36925	2/18/2026	SECURIAN FINANCIAL GROUP INC. Life Insurance	126.26

2/19/2026 12:16 PM

Check Register - Quick Report - Regular

Page: 2

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/18/2026 From Account:

Thru: 2/18/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36926	2/18/2026	TWO RIVERS ACCOUNTING LLC Audit services	9,000.00
36927	2/18/2026	USA BLUE BOOK water testing supplies	960.55
36928	2/18/2026	VIKING INDUSTRIAL CENTER gas meter	905.00
Grand Total			691,810.62

2/19/2026 12:18 PM

Check Register - Quick Report - Regular

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/19/2026

From Account:

Thru: 2/19/2026

Thru Account:

Check Nbr	Check Date	Payee	Amount
36929	2/19/2026	LEE, LARISSA Misc. reimbursement & correction	61.67
36930	2/19/2026	LONGHENRY, ALLISON Misc. reimbursement	69.23
36931	2/19/2026	MEYER, SHEILA Misc. reimbursement	24.07
		Grand Total	154.97

2/16/2026 3:31 PM

Payroll Register Totals Only Report

Page: 1

Check Date: 02/19/2026

PAYRL

From Employee:

From Dept: 899 Library BiWeekl

Thru Employee:

Thru Dept: 899 Library BiWeekl

Pay Periods: 1/31/2026 Thru: 2/13/2026

Total Checks: 7

(Male: 2 Female: 5)

Earnings:

Regular Pay 3,354.49 188.25 Hours

3,354.49

Withholdings:

Federal 31.50

Social Security 201.87

Medicare 47.20

Wisconsin 56.21

Health, etc Ins 98.71

WRS Contrib. 209.08

644.57

NET PAY 2,709.92

Flexible Time Off:

Earned

Used

Sick Hours 0.00

7.00

0.00

7.00

Library

2/16/2026 4:19 PM

Payroll Register Totals Only Report
Check Date: 02/19/2026

Page: 1
PAYRL

From Employee:
Thru Employee:

From Dept: 100 Prot. - FT
Thru Dept: 880 Cmpgrd Host-OLD

Total Checks: 9 Pay Periods: 1/31/2026 Thru: 2/13/2026
(Male: 4 Female: 5)

Earnings:

Regular Pay	22,269.64	720.00	Hours
ON CALL	80.00		

	22,349.64		

Withholdings:

Federal	1,001.14
Social Security	1,336.84
Medicare	312.64
Wisconsin	862.18
Deferred Comp.	408.40
Health, etc Ins	787.77
Union Dues	139.50
WRS Contrib.	1,609.17

	6,457.64

NET PAY 15,892.00

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Comp. Hours	20.25	1.25
Sick Hours	0.00	10.00
Vacation Hours	0.00	9.00
	-----	-----
	20.25	20.25

3/03/2026 2:46 PM

Check Register - Quick Report - Manual

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From:

From Account:

Thru: 2/28/2026

Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/27/2026	WI RETIREMENT SYSTEM	7,651.46
	Manual Check	Retirement- January	
ACH	2/26/2026	US BANK	504.13
	Manual Check	Library - Program, Supplies, Collection	
ACH	2/20/2026	VILLAGE WATER/SEWER UTIL.	787.48
	Manual Check	water/sewer utilities	
ACH	2/28/2026	WI Dept. of Revenue	907.05
	Manual Check	State w/h 2/1-15	
ACH	2/28/2026	WI DEPARTMENT OF REVENUE	24.08
	Manual Check	Sales tax - January 2026	
ACH	2/20/2026	EFTPS PAYMENTS	4,829.74
	Manual Check	Soc Sec, Medicare, Federal W/H	
ACH	2/19/2026	EMPOWERMENT RETIREMENT SERVICES	408.40
	Manual Check	Deferred comp w/h	
ACH	2/20/2026	WEX BANK	1,455.40
	Manual Check	PD & PW fuel	
		Grand Total	16,567.74

2/26/2026 3:45 PM

Check Register - Quick Report - Regular

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 2/28/2026 From Account:

Thru: 2/28/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36932	2/28/2026	GRANTSBURG VIP Excess pool donations to VIP acct	4,424.56
		Grand Total	4,424.56

3/05/2026 3:07 PM

Check Register - Quick Report - Manual

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From:

From Account:

Thru: 2/28/2026

Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH	2/28/2026	COMMUNITY BANK	65.00
	Manual Check	Checking analysis charge	
		Grand Total	65.00

3/04/2026 3:30 PM

Check Register - Quick Report - ALL

Page: 1

ALL Checks

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/05/2026 From Account:

Thru: 3/05/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
36933	3/05/2026	LEE, LARISSA Misc. reimbursement	61.67
36934	3/05/2026	LONGHENRY, ALLISON Misc. reimbursement	69.23
Grand Total			130.90

3/04/2026 1:29 PM

Reprint Payroll Register Totals Only
All Employees

Page: 1
PAYRL

Check Date From: 3/05/2026
Thru: 3/05/2026

From Dept:
Thru Dept: 800 Library OLD

Total Checks: 9 Pay Periods: 2/14/2026 Thru: 2/27/2026
(Male: 4 Female: 5)

Earnings:

Regular Pay	22,269.67	720.00	Hours
ON CALL	80.00		

	22,349.67		

Withholdings:

Federal	926.34
Social Security	1,342.90
Medicare	314.06
Wisconsin	820.70
Deferred Comp.	1,158.40
Health, etc Ins	689.99
Union Dues	113.25
WRS Contrib.	1,609.18

	6,974.82

NET PAY 15,374.85

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Comp. Hours	3.75	30.75
Personal Hrs	0.00	4.00
Sick Hours	0.00	13.00
Vacation Hours	0.00	20.00
	-----	-----
	3.75	67.75

3/06/2026 12:04 PM

In Progress Checks - Quick Report - Manual

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/01/2026 From Account:

Thru: 3/09/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Manual Check	3/06/2026	AMERICAN EXPRESS/AMAZON Amazon - machinery, PD, office, etc.	1,878.95
Manual Check	3/05/2026	AT&T MOBILITY PD and PW - cellphones	253.98
Manual Check	3/01/2026	EASY IT GUYS LLC IT Services	2,244.50
Manual Check	3/06/2026	EFTPS PAYMENTS SS, Medicare, Fed W/H	4,700.90
Manual Check	3/06/2026	EMPOWERMENT RETIREMENT SERVICES Deferred comp w/h	1,158.40
Manual Check	3/04/2026	US BANK Lucky Seven - PD fuel	95.09
Manual Check	3/06/2026	WE ENERGIES natural gas	3,953.18
		Grand Total	14,285.00

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/10/2026 From Account:

Thru: 3/10/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	3/10/2026	BENSON, SCOTT Seasonal Campsite Refund - Benson	500.00
	3/10/2026	BURNETT COUNTY AGRICULTURAL SOCIETY FAIR 2026 property contribution	817.00
	3/10/2026	CINTAS CORPORATION VO rug & PW Uniform	271.05
	3/10/2026	COMMERCIAL TESTING LAB INC. sewer & water sampling	491.40
	3/10/2026	DARRELL'S HARDWARE HANK shop, vo bldg, wtr, street, mach supply	113.42
	3/10/2026	E O JOHNSON COMPANY Copier Agreement	240.59
	3/10/2026	EIDE CHRYSLER PINE CITY 2024 Durango oil change	126.44
	3/10/2026	GET IT DONE SERVICES & RENTAL Lift Rental	135.00
	3/10/2026	GRANTSBURG TELCOM Telephone	520.31
	3/10/2026	HAWKINS INC. water & sewer chemicals	1,752.71
	3/10/2026	NORTHLAND SIGNS PD admin door decals	85.00
	3/10/2026	TEAMSTERS LOCAL UNION #346 Union Dues	267.00
	3/10/2026	WARREN HEATING & AIR CONDITIONING LLC VO hallway furnace repair	218.00
	3/10/2026	WI DEPARTMENT OF REVENUE Mfg. Property Assessment	368.67
		Grand Total	5,906.59

3/06/2026 11:33 AM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - COMM BANK

Dated From: 3/09/2026 From Account:

Thru: 3/09/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	3/09/2026	AMAZON CAPITAL SERVICES Library - Collection - Print	465.69
	3/09/2026	BARNHART, NORM Library - summer reading	500.00
	3/09/2026	E O JOHNSON CO. INC Library - copy machinen lease	143.59
	3/09/2026	GRANTSBURG TELCOM Library- phone, voice, fax	64.72
	3/09/2026	MIDWEST TAPE Library- AV/DVD	215.92
		Grand Total	1,389.92

Burnett County Housing Initiative
Village Toolkit for Increasing Housing Starts

DRAFT

PART I: SYNOPSIS OF HOUSING COMMITTEE WORK

Overview

The Burnett County Housing Committee was established in April 2024 to address a critical shortage of housing that has been identified as the number one barrier to economic development in the county. The committee has been meeting regularly at the Burnett County Government Center with representation from county leadership, the Burnett County Development Association (BCDA), and community stakeholders.

The Problem

Housing Shortage Statistics

- 2018 Senior Housing Study: Identified a shortage of 228 units
- 2023 Projections: Unmet needs grew to 241 units
- The shortage continues to grow annually

Root Causes Identified

1. **Limited Housing Supply:** Lower levels of new construction compared to urban areas
2. **Population Dynamics:** Aging housing stock requiring significant renovation
3. **Economic Challenges:** Limited employment opportunities affecting affordability
4. **Seasonal/Recreational Demand:** Competition from tourism and seasonal residents driving up prices
5. **Financing Barriers:** Limited access to mortgage loans and construction financing
6. **Infrastructure Limitations:** Access to water, sewer, and transportation impacts development feasibility
7. **Regulatory Barriers:** Complex zoning regulations and lengthy approval processes

The Workforce Connection

The committee recognizes a circular problem: shortage of workers ties directly to no housing for workers who want to work in the county. Employers cannot attract workers, and developers cannot build because there is a shortage of workers. The numbers don't work for traditional development.

Committee Timeline & Key Actions

2024 Meetings

April 15, 2024 (Inaugural Meeting)

- Committee established scope of work

- Identified \$250,000 per unit (owner-occupied) as target price point
- Agreed to examine Burnett Dairy employee housing development as a case study
- Set monthly meeting schedule (3rd Monday, 1:00 PM)

May 20, 2024

- Continued scope discussions
- Explored collaboration with Grantsburg and Webster housing projects
- Proposed bringing in one expert presenter per month

November 18, 2024

- Northwest Regional Planning Commission (NWRPC) Director Sheldon Johnson presented
- Proposed employer engagement assessment/survey
- Committee agreed to move forward with NWRPC partnership for housing study

2025 Meetings

February 18, 2025

- Approved formal agreement with NWRPC for housing study
- No Voyager Village representatives attended scheduled discussion

April 21, 2025

- Corey Bauer of Bauer Construction presented on affordable housing approach
 - Building homes in Woods and Waters development on Midtown Road
 - Works with Universal Housing using ADA-compliant, energy-efficient models
 - Uses local lumber yard and all local sub-contractors
- NWRPC (Emily Nelson, Clem Larson, Autumn Throme) reviewed survey questions
- Committee refined survey to target specific housing needs data

May 19, 2025

- Amy Bliss, Wisconsin Housing Alliance presented on manufactured housing
 - Covered manufacturing, transportation, garage attachment, and code compliance
- Committee continued refining employer survey
- Administrator Ehalt, Dick Hartmann, and Emily Gall assigned to finalize employer mailing list
- NWRPC developing postcards for business outreach

The Gandy Dancer Initiative

The committee has developed a strategic vision called the Gandy Dancer Career-Supportive Housing Initiative with the following goals:

Vision Statement

Construct 20 single-family homes by 2028 tailored for family and career-supportive housing, with a target sale price of \$250,000 each.

Project Objectives

1. Develop 20 high-quality, affordable homes
2. Create educational materials for policymakers backed by statistics
3. Leverage government programs (TIF, subsidies) for infrastructure costs
4. Attract and retain skilled workers
5. Maintain valuation appreciation at no more than 4% annually
6. Provide up to 20% of housing for lease (1-year limit for transitioning employees)
7. Explore public/private partnerships for cost control

PART II: VILLAGE TOOLKIT

How Villages Can Support Housing Development

This toolkit provides actionable steps for villages in Burnett County to increase housing starts within their jurisdictions.

Section 1: Available Funding & Incentive Programs

Tax Increment Financing (TIF)

Statute: Wisconsin Statutes Chapter 66, Subchapter IX

What It Does: Allows municipalities to designate Tax Incremental Districts (TIDs) to finance infrastructure improvements, land acquisition, and other eligible housing development costs using property tax increments.

Village Action Steps:

1. Identify potential TID boundaries in areas suitable for housing development
2. Work with county and legal counsel to establish TID
3. Project potential tax increment over 20-27 year period
4. Use increment to fund roads, utilities, and site preparation

Low-Income Housing Tax Credits (LIHTC)

Administrator: Wisconsin Housing and Economic Development Authority (WHEDA)

What It Does: Provides federal tax credits to developers for construction or rehabilitation of affordable rental housing.

Types of Credits:

- **9% Credits:** More competitive, higher dollar value per eligible cost
- **4% Credits:** Less competitive, used with tax-exempt bond financing

Village Action Steps:

1. Identify developers interested in affordable rental projects
2. Connect developers with WHEDA application process
3. Provide letters of support for applications
4. Consider local incentives to strengthen applications

Community Development Block Grants (CDBG)

Administrator: Wisconsin Department of Administration (DOA)

What It Does: Provides funding for community development projects including affordable housing initiatives.

Village Action Steps:

5. Apply for CDBG-Housing funds for housing rehabilitation programs
6. Use CDBG-Public Facilities funds for infrastructure supporting housing
7. Partner with county for larger grant applications

Wisconsin Housing Tax Credit (WHTC)**Administrator:** WHEDA**What It Does:** Provides state tax credits complementing federal LIHTC for affordable rental housing development.**Workforce Housing Tax Credits****Administrator:** WHEDA**What It Does:** Tax credits for construction or renovation of housing affordable to moderate-income households.**Why It Matters:** Directly addresses the workforce housing shortage—the primary issue identified by the Housing Committee.

Section 2: Zoning & Regulatory Actions

Density Bonuses

What It Does: Allows developers to build more units than normally permitted in exchange for including affordable housing units.

Implementation:

- Amend zoning ordinance to include density bonus provisions
- Set clear triggers (e.g., 20% affordable units = 25% density bonus)
- Define affordability standards (percentage of Area Median Income)

Streamlined Permitting

What It Does: Reduces time and cost for housing projects by expediting approvals.

Implementation:

- Create by-right development zones where housing is pre-approved
- Establish maximum review timelines (e.g., 30 days for complete applications)
- Combine multiple permit processes into single review
- Consider fee waivers or reductions for affordable housing projects

Mixed-Use Zoning

What It Does: Allows residential units in commercial zones, increasing housing opportunities.

Implementation:

- Amend commercial zone districts to permit upper-floor residential
- Allow accessory dwelling units (ADUs) in residential zones
- Permit tiny homes or manufactured housing in appropriate zones

Manufactured Housing

Key Contact: Wisconsin Housing Alliance (Director Amy Bliss)

Benefits Identified by Committee:

- Factory-built to code specifications
- ADA-compliant options available
- Energy-efficient construction
- Lower cost than site-built homes
- Can include attached garages

Village Action Steps:

8. Review zoning code for manufactured housing restrictions
9. Consider updating code to allow manufactured homes in more zones
10. Ensure code references current HUD standards

Section 3: Land & Infrastructure Strategies

Land Banking

What It Does: Village acquires and holds land for future housing development.

Implementation:

11. Identify tax-delinquent or vacant properties suitable for housing
12. Work with county on acquiring surplus properties
13. Use TIF or CDBG funds for acquisition
14. Make land available to developers at reduced cost in exchange for affordability commitments

Infrastructure Extension

What It Does: Extends water, sewer, and roads to areas suitable for housing development.

Funding Sources:

- TIF districts
- CDBG-Public Facilities
- USDA Rural Development grants
- State Trust Fund loans

Community Land Trusts

What It Does: Non-profit organization holds land permanently while selling homes, keeping them affordable for future buyers through deed restrictions.

Benefits:

- Controls appreciation (aligns with committee's 4% annual cap goal)
- Keeps homes affordable for future workforce
- Reduces initial purchase price by separating land cost

Section 4: Building Partnerships

Connect with Local Builders

Example: Corey Bauer of Siren (Bauer Construction)

- Works with Universal Housing for cost-effective models
- Uses local suppliers and sub-contractors
- Building in Woods and Waters development

Village Action Steps:

15. Host builder roundtables to understand barriers
16. Create preferred builder lists for affordable housing

17. Offer incentives (fee waivers, expedited permitting) to builders meeting price targets

Partner with Regional Organizations

Northwest Regional Planning Commission (NWRPC)

- Contact: Emily Nelson, Community Development Specialist
- Services: Housing studies, employer surveys, grant writing assistance

Burnett County Development Association (BCDA)

- Identified housing as #1 economic development priority
- Can assist with employer engagement

Wisconsin Housing and Economic Development Authority (WHEDA)

- Tax credit programs
- Financing programs for developers
- Technical assistance

Wisconsin Housing Alliance

- Contact: Amy Bliss, Executive Director
- Expertise in manufactured housing

Employer Engagement

The Housing Committee is conducting an employer survey through NWRPC. Villages should:

18. Encourage local employers to respond to survey
19. Share results with village planning efforts
20. Consider employer-assisted housing programs

Section 5: Model Projects & Best Practices

Woods and Waters Development (Siren)

- Location: Midtown Road
- Developer: Bauer Construction
- Approach: Build, sell, reinvest to build more
- Features: ADA-compliant, energy-efficient, local materials

Burnett Dairy Employee Housing

- Model for employer-assisted housing
- Identified by committee as case study

Key Cost Targets

- **Sale Price Goal:** \$250,000 per unit
- **Appreciation Cap:** 4% annually (to maintain long-term affordability)
- **Rental Option:** Up to 20% of units for 1-year transitional leases

Section 6: Action Checklist for Villages

Immediate Actions (0-6 Months)

- Review current zoning code for housing barriers
- Identify village-owned land suitable for housing
- Contact NWRPC about housing study participation
- Meet with local builders to understand constraints
- Inventory existing housing stock (lake homes, village homes, rentals)

Short-Term Actions (6-12 Months)

- Develop or update comprehensive housing plan
- Consider TIF district for housing development
- Amend zoning to permit manufactured housing
- Create expedited permitting process for affordable housing
- Apply for CDBG planning grant

Medium-Term Actions (1-3 Years)

- Establish land bank or housing trust fund
- Partner with developer for workforce housing project
- Extend infrastructure to developable areas
- Implement density bonus program
- Track housing starts and measure progress

Section 7: Key Contacts & Resources

Burnett County Housing Committee

- Chairman: Craig Conroy
- County Administrator: Nate Ehalt
- Meetings: 3rd Monday of month, 1:00 PM, Government Center Room 165

Regional Resources

Organization	Contact	Services
NWRPC	Emily Nelson	Housing studies, surveys, planning
WHEDA	wheda.com	Tax credits, financing programs
WI Housing Alliance	Amy Bliss	Manufactured housing expertise
BCDA	Local contact	Economic development support

State Resources

Department	Programs
Dept. of Administration	CDBG, housing grants
WHEDA	LIHTC, WHTC, workforce housing credits
Dept. of Natural Resources	Brownfield remediation assistance

Statute References

Program	Statute
Tax Increment Financing	WI Statutes Ch. 66, Subchapter IX
Counties	WI Statutes Ch. 59
Towns	WI Statutes Ch. 60
Villages	WI Statutes Ch. 62
CDBG	Title 24, Ch. 105 WI Statutes
LIHTC	26 U.S. Code § 42

Appendix: Gandy Dancer Initiative Summary

Project Goals

Build 20 career-supportive homes by 2028 at \$250,000 sale price

Why Career-Supportive Housing?

- **Workforce Retention:** Keep existing workers in the county
- **Talent Attraction:** Bring new skilled workers to the region
- **Economic Stability:** Stable housing = stable families = stable community
- **Quality of Life:** Safe, comfortable homes allow focus on work and life

How Villages Can Align

1. Designate land for Gandy Dancer-style developments
2. Pre-approve zoning for workforce housing projects
3. Commit TIF or other resources to infrastructure
4. Partner with county committee for coordinated approach
5. Participate in employer surveys to document local need

This toolkit was developed based on the work of the Burnett County Housing Committee (April 2024 - May 2025) and the Gandy Dancer Career-Supportive Housing Initiative strategy documents.

For updates or questions, contact the Burnett County Administrator's Office or attend the monthly Housing Committee meetings.



Stable Housing, Strong Ca

Three communities gain affordable workforce housing and accelerated career training in innovative public, private partnership to address community needs.

Images:

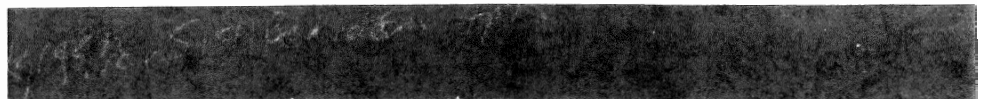
Top Left: St. Croix Falls ribbon cutting

Middle: Tour of homes

Right: Construction of housing in Hayward

St. Croix Falls, Hayward and Hurley are now seeing the progress of a unique public, private partnership between Impact Seven and Northwood Technical College. These communities are part of the Housing Opportunity and Mobile Education Solutions (HOMES) initiative, which will provide 120 new units of new workforce housing and additional training sites, or Workforce Accelerators, utilized by Northwood Tech.

Each project includes 40 apartments combined with access to a community building. Along with other amenities, these shared spaces will include a classroom and external hook ups for mobile labs in welding, advanced manufacturing and dental assistant. Planned training will be available to residents of the new developments, but also to the community at large.



The HOMES project has resulted in more than \$46 million invested in new housing and career training across the Northwood Tech District, reflecting a strong commitment to transforming communities and supporting the people who live and work here. The projects required collaboration among many public and private partners.

The HOMES initiative began with a competitive \$9.8 million Workforce Innovation Grant. In addition to many local partners, the project was supported by Wisconsin Economic Development Corporation (WEDC), Department of Workforce Development (DWD), Wisconsin Housing and Economic Development Authority (WHEDA), Cinnaire, and Red Stone Equity Partners.

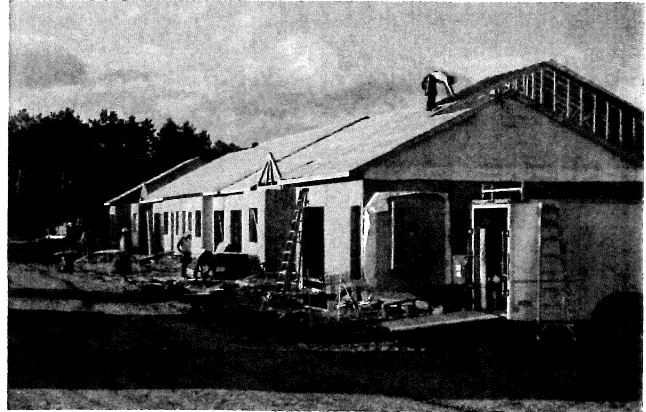
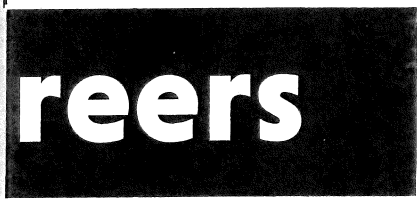
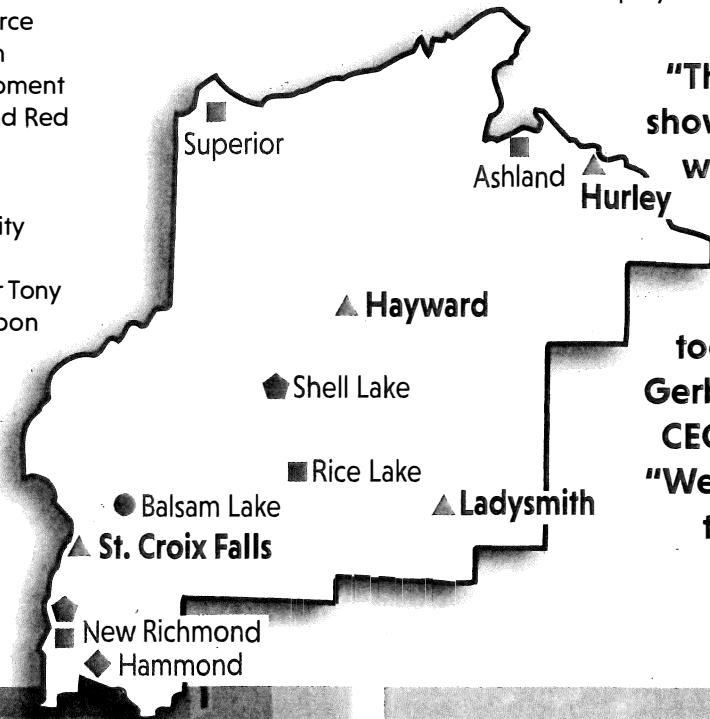
The first site in St. Croix Falls in partnership with Red Stone Equity Partners is complete with 100% occupancy. Wisconsin Governor Tony Evers joined the celebratory ribbon cutting in September.

"The HOMES initiative exemplifies how strategic partnerships can address housing and workforce needs in rural Wisconsin," said Governor Evers. "By investing in affordable housing and career training, we are not only helping Wisconsinites thrive, but also strengthening the skilled workforce that powers businesses and supply chains across the Upper Midwest. These projects keep families in our communities, support local economies, and ensure that our region remains competitive and resilient."

The developments in Hayward and Hurley in partnership with Cinnaire continue the momentum where more than 10% of residents live in poverty, according to the 2023 American Community Survey. Since then, interest has steadily grown and enrollments have rebounded by more than 23%. These two sites are expected to be ready for residents in 2026.

The planned future training matches local workforce needs in manufacturing, health care and trades, making it a win-win-win for residents, employers and the community.

"The HOMES project shows what's possible when local partners, educators, and a mission-driven developer work together," said Brett Gerber, President and CEO of Impact Seven. "We're building more than homes; we're building futures."



The three-year, Housing Opportunity & Mobile Education Solutions (HOMES) project's initial fundind was provided by the Wisconsin Department of Workforce Development. Impact Seven provided the development plans and secured additional financing to create sustainable affordable housing options within the district. Northwood Technical College will use the HOMES locations to provide training opportunities to residents and communities at large.