



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Village Board Meeting Minutes

The Village Board met on Monday, April 13, 2026, at 4:00 p.m.
in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

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

Others: DPW John Erickson, Police Chief Jared Woody, Library Director Lynett Yoerg, Greg Marsten – Burnett County Sentinel, Nate Day & Issac Steinmeyer – SEH via TEAMS, Nicky Weiss – REM Inspecting, Diane Barton, Brent Blomberg, and Pam Davies.

Call to Order. President Lindberg called the Village Board Meeting to order at 4:00 p.m. Clerk/Treasurer Longhenry conducted roll call. The Pledge of Allegiance was recited.

Public Hearing – Citizen Participation regarding Community Development Block Grantsburg – Public Facilities program. President Lindberg called the Public Hearing to order at 4:05 p.m. Clerk/Treasurer Longhenry read the notice of Public Hearing. President Lindberg asked for anyone wishing to speak in favor of the CDGB Public Facilities program. Nate Day with SEH via TEAMS reviewed the CDBG grant program that has the potential for \$1,000,000 in funding for the Village's Water Treatment Project to install a treatment plant for Well #1 and Well #2 to remove manganese and iron to meet EPA and WI DNR standards. The project would include routing Well #2 to the current Well #1 location, building one treatment plant and reconstruction of Burnett Avenue West between the two sites. Trustee Janke asked if there was consideration for drilling a new well and how do we know if the treatment will work to lower manganese levels. Issac Steinmeyer with SEH via TEAMS responded indicating a well search program is expensive and has no guarantee to find water or to find better quality water. Issac also reviewed that the pilot program which took place in 2025, tested treatment options and determined the selected method of manganese and iron removal was the most effective. He reminded the board that the selected treatment option is the same method that has been effective at Well #3 since installation. Discussion continued reviewing the goals of removal. DPW Erickson explained that with the current treatment on Well #3, manganese levels are below the EPA standard of 300 parts per billion and range from 150-175ppb throughout the distribution system, and we can expect lower levels once all wells are being treated. President Lindberg asked for anyone wishing to speak against the CDGB Public Facilities program. No one spoke. The Public Hearing closed at 4:15 p.m.

Water Treatment Plant Project – Resolution 2026-01 Authorizing to Submit a Community Development Block Grant (CDBG) Application. Motion by Trustee Addison, second by Trustee Korhonen to accept Resolution 2026-01 Authorizing to Submit a Community Development Block Grant Application with a potential \$1,000,000 grant award. Motion carried unanimously.

Water Treatment Plant Project – Resolution 2026-02 Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing Through The State of Wisconsin Environmental Improvement Fund – Safe Drinking Water Fund Program.

Nate with SEH explained that the Village approved an Intent to Apply for the SDW Fund Program and this principal forgiveness is based on a community's ability to pay. At the time of the ITA, the maximum principal forgiveness was \$1.6 million, but recent funding changes have increased that amount to \$3.5 million specific to manganese treatment. **Motion by Trustee Chadwick, second by Trustee Addison to approve Resolution 2026-02 Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing Through The State of Wisconsin Environmental Improvement Fund – Safe Drinking Water Fund Program. Motion carried unanimously.**

Nate briefly reviewed the CDBG application process and indicated that if the Village could provide a bank letter stating the Village has the match of \$5.5 million committed and secured, we would receive more points. Clerk/Treasurer Longhenry shared that she spoke with Brian Reilly with Ehlers who has assisted the Village with these requests in the past and he indicated he would reach out to the team at SEH and review the Village's options. C/T Longhenry indicated a Special Board may be needed before May 11th if anything needs approval to meet the CDBG application deadline of May 14th.

REM Inspecting was not present; they were moved to later on the agenda.

Public Comments. Resident Pam Davies requested the Village make more keys for the brush site to allow more residents to have access at the same time. She also requested that any changes to office hours be updated on the website to inform residents of the office being closed to the public on Tuesdays and Thursdays.

REM Inspecting, LLC. Nicky Weiss with REM provided an update on the three UDC permits issued for 2025. She indicated there is one outstanding permit which has violations that must be fixed before it can be closed. She clarified that this project is still in progress.

Correspondence. Included in the Trustee packets were the Burnett County Administration newsletter, the monthly project update report from SEH, and a notice from Municipal Property Insurance Company regarding inflation for 2026 renewals.

Minutes. President Lindberg asked if there were any changes, corrections or additions to the minutes presented from the following 2026 meetings: March 9th Administration Committee; March 9th Village Board; April 2nd Public Safety Committee. None were proposed. **Minutes were accepted as presented.**

President Lindberg moved the Library Board appointments to be included with the Library Director's report.

Fort Folle Avoine – donation request. The Village Board discussed the donation request and indicated donations should be left to private entities rather than municipal governments. **Motion by Trustee Addison, second by Trustee Janke to deny the donation request from Fort Folle Avoine. Motion carried unanimously.**

Burnett County Treasurer's Office – Tax Receipting & Pet Licensing software agreement. Clerk/Treasurer Longhenry reviewed the email and software agreement included in the meeting packet. She indicated that Burnett County choose to change software programs and to be able to issue tax receipts and dog licenses the Village would need a signed agreement. She indicated that the Village staff will receive training in June of this year and fees will be waived for 2026 and 2027 tax collection seasons with the first billing to occur

in September of 2028 for \$500.00. **Motion by Trustee Addison, second by Trustee Java to accept the Software Maintenance Agreement with Transcendent Technologies beginning November 1, 2026, and ending October 31, 2027, to be automatically renewed for successive one-year terms unless terminated by either party with a 30-day written notice with the first billing to occur September of 2028 for \$500.00. Motion carried unanimously.**

STAFF REPORTS

Public Works DPW Erickson provided an update on his department indicating the crew was focusing on opening the campgrounds for the season, filling potholes, street sweeping, installing the bathroom doors at the Village Office, and also shared that the Water/Wastewater position has been filled and Jack Fox will start June 1st. Jack will bring a degree in Waste Management and Environmental Protection and a minor in Soil Science to the team. DPW Erickson also indicated that the Water Treatment Plant project is at 60% design phase and is on track for Fall 2026 bidding and Spring 2027 construction.

Police Chief Woody presented his incident report and graph for March. Chief Woody reported that the April 11th Rock the Block event did not have street barricades as required by the Village Board but overall was uneventful for his department. He also shared that he has issued a conditional offer that has been accepted by a new officer and Officer Getts will attend Field Officer training in April.

Clerk/Treasurer Clerk/Treasurer Longhenry reviewed the memo included in the packet that shared a recap of the Spring Election, Open Book and Board of Review dates, removal of a variance request for Jeff Kirkeby from future meetings, and review of training in the Village Office. She also presented the license & permit report showing several zoning permits, operator licenses, a tobacco license, a chicken permit and a couple food truck permits that had been issued over the last month. She also reviewed the cash report that shows a checking account balance of \$243,263.17 and treasury account balance of \$1,260,399.65 after bills are paid. She notified the board that year-to-date budget reports for each fund were included in the meeting packet for their review.

Library Director Yoerg presented the library report showing a recap for February & March programming and the programming plan for April. She reviewed checkouts and commented they have remained stable. The library will have a craft fair on April 11th and will have after school programs ending in May as they move into summer programming.

COMMITTEE REPORTS

Administration Committee: 1) West Anderson Ave & Robert St quote. DPW Erickson presented an updated quote for West Anderson Ave and Robert St to be resurfaced that came in under the amount budgeted for 2026. **Motion by Trustee Addison, second by Trustee Java to accept the Administration Committee recommendation and approve the quote from Monarch Paving Company to pulverize and pave West Anderson Avenue from Oak Street North to Harrison Avenue East for \$42,500.00 and to pave Robert Street South from State Road 70 East to the south dead-end for \$4,300.00. Motion carried unanimously.**

2) 2031 State Highway 87 parking lanes. DPW Erickson reviewed the project set for 2031 to pave State Highway 87/Pine Street South from State Road 70 south to State Road 87. He was asked by WI-DOT if the Village would like to have the parking lanes along Pine Street South included in the project, left alone, or removed and turned into a wide shoulder for WI-DOT to maintain. The committee asked for estimated cost to resurface before deciding.

3) WTP soil borings. DPW Erickson presented a contract from Professional Services Industries (PSI) to perform soil borings for the upcoming Water Treatment Plant Project. SEH reviewed three proposals and PSI came in as low bidder. SEH confirmed that the costs associated with soil borings can be included in reimbursement from funds through grant and principal forgiveness programs. **Motion by Trustee Addison, second by Trustee Janke to accept the recommendation from the Administration Committee to approve Professional Services Industries (PSI) as the agency to perform soil borings in preparation for the WTP at a cost of \$9,950.00 and accept the contingencies in place for costs to cover further settlement analysis if clay soils are encountered as detailed in the presented contract. Motion carried unanimously.**

4) Shop garage door quote. DPW Erickson presented the low bid he received from Hasser to replace the south side garage door at the shop. **Motion by Trustee Peer, second by Trustee Janke to accept the recommendation from the Administration Committee to accept the bid from Hasser Garage Door Inc. to replace and install a new garage door and opener, and to dispose of the old garage door at the cost of \$3,615.00. Motion carried unanimously.**

5) Squad pickup order. Chief Woody reviewed a denial received for dealer financing for the new squad pickup as they do not provide financing to municipalities. Chief Woody spoke with Bryan at Community Bank for alternative financing options. The Village Board reviewed the included terms for Community Bank financing, either a 5 or 6-year loan compared to the original dealer terms. **Motion by Trustee Addison, second by Trustee Java to accept the Administration Committee recommendation to approve a 5-year loan at a 4.6% interest rate with Community Bank to pay for the 2026 Dodge Ram Pick-up through Link Chrysler Dodge Jeep Ram. Motion carried unanimously.**

6) Community Center use – Rick Lindberg. Rick requested the \$300.00 rental fee for Community Center use be waived for his hockey rink fundraiser event April 25, 2026. **Motion by Trustee Addison, second by Trustee Korhonen to accept the Administration Committee recommendation to waive the \$300.00 rental fee for resident Rick Lindberg to host a hockey rink fundraiser event on April 25th, 2026, from 11 a.m. – 5 p.m. President Lindberg abstained. Motion carried 6-0.**

7) Hockey Rink Location – Rink Lindberg. Rick requested the Village Board think of an ideal spot for the hockey rink to be placed so that he can inform people that attend his fundraising event April 25th. Several locations were reviewed including to the west of the pool, south of the yellow shed at the Village Office, to the north of the Village Office, and north of Memory Lake. The Administration committee did not make a motion but felt the location south of the yellow shed was the best option as it provides a level ground, access to the existing Village Office bathrooms, and parking.

8) Community Center Rental agreement with Grantsburg School District. Clerk/Treasurer Longhenry reviewed clarifying details in the contract that were presented by Josh Watt and Kari Oachs and were included in the packet. The only changes to the contract included

keeping the contract terms to start in 2025 which would include the original detail of the cost share for the room divider panels between the Village paying one-third and the School District paying two-thirds, including the storage room rental fee to have an annual increase by CPI, and fixing a formatting error for section 16. **Motion by Trustee Addison, second by Trustee Chadwick to accept the Administration Committee recommendation to approve the changes made to the Community Center Rental Agreement with Grantsburg School District and forward to the School District for their approval. Motion carried unanimously.**

9) Crex Property Rehab – requirement for utility connection. The Administration Committee provided an overview of a request from Crex Property Rehab for an exception to the Village's code that requires dwellings to connect to Village provided water and sewer utilities. The committee directed Village staff to contact WI DNR regarding the request. The request will be considered further at a future meeting.

10) THE VILLAGE BOARD WILL CONVENE INTO CLOSED SESSION to review personnel compensation, benefits and concerns pursuant to Wis. Stats. 19.85 (1) (c) "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility."

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

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

Motion by Trustee Java, second by Trustee Addison to reconvene into open session. Motion passed unanimously.

Motion by Trustee Java, second by Trustee Addison to accept the Administration Committee recommendation to hire Police Officer Travis Swenston at a rate of \$22.51 will he attends Law Enforcement Training Academy beginning June 2026 and upon successful completion of academy increase to the base wage of \$28.51 with a probationary period to be 1 year following completion of academy. Motion carried unanimously.

Motion by Trustee Addison, second by Trustee Korhonen to accept the Administration Committee recommendation to approve the police academy agreement to include corrections; Northwoods Technical College, Rice Lake, WI, as the Law Enforcement Training Academy location, academy wage of \$22.51 per hour, meal allowance amounts as determined by the Wisconsin Department of Justice Law Enforcement Standards Board reimbursement guidelines, post academy wage of \$28.51 per hour, and include that if the employee voluntarily terminates employment with the Village, they are responsible to reimburse the Village on a pro-rated basis for any Law Enforcement Training Academy expenses not covered by the Wisconsin Department of Justice. Motion carried unanimously.

Market & Johnson pay request #8 – WWTP Project. Clerk/Treasurer Longhenry presented the pay app request, DPW Erickson had no additions, questions, or concerns. Motion by Trustee Addison, second by Trustee Korhonen to approve Market & Johnson pay request #8 for the WWTP Project. Motion carried unanimously.

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

Checks #36953 - #37022	\$562,804.90
Payroll Vouchers V9901 – V9935	\$36,634.08
ACH	\$162,666.81
TOTAL	\$762,105.79

Motion passed unanimously.

Trustee reports, concerns... President Lindberg presented Trustee Greg Peer with a plaque in appreciation of his 14 years of service to the Village of Grantsburg as a Village Trustee from April 2012 to April 2026.

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

Allison Longhenry
Clerk/Treasurer