



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Village Board Meeting Minutes

The Village Board met on Monday, May 11, 2026, at 4:00 p.m.
in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

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

Others: DPW John Erickson, Police Chief Jared Woody, Officer Travis Swenston, Police Admin Larissa Lee – Grantsburg Chamber Rep, Library Director Lynett Juleen, Greg Marsten – Burnett County Sentinel, Kayla Woody, Nick Swenston, Justin Jensen and Jason Jensen with Crex Property Rehab, and Paul Sommerfeld

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.

Oath of Office administered to newly elected Trustees. Clerk/Treasurer Longhenry administered the Oath of Office to newly elected Trustees, Diane Barton, Kim Korhonen, and Leo Janke.

Swear in Police Officer. Travis Swenston was publicly sworn in as a Village of Grantsburg Police Officer by Clerk/Treasurer Longhenry.

Public Comments. No one appeared.

Big Gust Road Closure Request. Larissa Lee asked the Village Board for permission to close streets for an evening parade on Friday, June 5th and for the annual event on Saturday, June 6th. The parade is an addition to the event this year, but the road closures for Saturday as the same as previous years. The Village Board reviewed the road closure maps included in their packet.

Motion by Trustee Java, second by Trustee Chadwick to approve a street closure for a parade at 7 p.m. on Friday, June 5th to include float lineup along West Olson Drive, and closure of West Madison Avenue between Olson Drive West and Pine Street South, Pine Street South between Madison Avenue and Wisconsin Avenue, Wisconsin Avenue West between Pine Street South and Russell Street South and Russell Street South to the first entrance of the Faith Lutheran parking lot, as well as a street closure for Saturday, June 6th to include Madison Avenue between Olson Drive West and Robert Street south keeping the intersections of Olson Drive West, Oak Street South, and Pine Street South open, and Brad Street South between Olson Drive East and Burnett Avenue East. Motion carried unanimously.

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: April 13th Administration Committee and April 13th Village Board. None were proposed.

Minutes were accepted as presented.

League of Wisconsin Municipalities. Clerk/Treasurer Longhenry reviewed a request from LWI to sign a resolution to send to state legislators to enact a comprehensive, sustainable transportation funding solution to help support state and local road infrastructure.

Motion by Trustee Janke, second by Trustee Korhonen to adopt Transportation Funding Resolution 2026-03 in partnership with the League of Wisconsin Municipalities. Motion carried unanimously.

Plan Commission Reappointments. Clerk/Treasurer Longhenry indicated Angie Anderson and LuAnn Ebersold agreed to serve on the Plan Commission for another term.

Motion by Trustee Addison, second by Trustee Barton to reappoint Angie Anderson and LuAnn Ebersold to the Plan Commission with terms to expire May 1, 2029. Motion carried unanimously.

Grantsburg Housing Authority/Crexway Court Board of Commissioners. Clerk/Treasurer Longhenry spoke with Jeremy Gronski with the Grantsburg Housing Authority, and he said Julie agreed to another term on their board.

Motion by Trustee Barton, second by Trustee Java to reappoint Julie Branstad to the Grantsburg Housing Authority/Crexway Court Board of Commissioners with a term to expire March 1, 2031. Motion carried unanimously.

STAFF REPORTS

Public Works

DPW Erickson reviewed the report provided in the meeting packet. He shared that spring clean up was slower this year saying that we used only 3- 30yd dumpsters rather than the usual 7-8. He suggested moving spring clean up to every other year event. He continued to share that the new lift station start up is planned for June 18th, the Water Treatment Project is in the 90% design phase with soil borings complete, the Village had their 3-year sanitary survey for the water system and had no violations, the well abandonment project at the old dump has been submitted to the DNR, and he is waiting to hear back on options for the Hwy 48-87 turn lanes project set for 2031. Trustee Janke asked if a water shut off valve could be raised in the road, DPW Erickson indicated they countersink those so they do not get caught by the snowplow, but he would look at that specific valve.

Police

Chief Woody shared his monthly calls for service report and graph. He also shared the department participated in Drug Take Back Day at BMC. This week is Police week, and Chief Woody will be sharing opening remarks at the Officer Memorial Service at Adventure Church in Siren.

Clerk/Treasurer

Clerk/Treasurer Longhenry presented the license report for the month, and reviewed the memo included in the meeting packets. She reminded the Board that Board of Review will be Thursday, May 21st at 9am and there would need to be quorum to hold the meeting. She also shared the Airport case will have a ruling August 24th. She presented the cash report that shows a checking account balance of \$7,629.90 and a treasury account balance of \$1,264,219.64. She included up to date budget reports for each fund in the packet for the board's review.

Library

Director Juleen reviewed programs and checkouts over the past month sharing they are now transitioning to summer programming. She also said she will be visiting the County Board on May 21st and will visit the Towns Association in October.

COMMITTEE REPORTS

1. Administration Committee:

1) Village Fees Schedule

Clerk/Treasurer Longhenry presented the Village's fee schedule for the Board's review to be discussed at a future meeting.

No motions made.

2) Village Office building hours

Clerk/Treasurer Longhenry reviewed the current office hours: open Monday, Wednesday, and Friday 8-4:30 and closed to the public on Tuesday and Thursday with staff on-site working 8-4:30. She shared that both the Village Office and Police Department have appreciated the schedule and has allowed for uninterrupted training and learning in the Village Office and helped with the Police Department when uninterrupted time is used for typing dictations and interviews. The board asked if there have been upset residents/customers with the change, and Clerk/Treasurer Longhenry shared that there have been a couple that voiced their complaints over the past couple weeks. She indicated that Administration Committee approved the schedule to continue through the end of the year at minimum.

Motion by Trustee Addison, second by Trustee Korhonen to accept the Administration Committee recommendation to extend the current schedule by keeping the office closed to the public on Tuesdays and Thursdays through to the end of the year at minimum. Motion carried unanimously.

3) Shred-It contract

Clerk/Treasurer Longhenry presented contract options with Shred-It to provide the Village Office with a more secure process to destroy sensitive documents and indicated the Police Department is mostly paperless but already has their own process in place to follow police specific guidelines. She indicated the Administration Committee recommended to approve the contract.

Motion by Trustee Janke, second by Trustee Java to accept the Administration Committee recommendation to approve the Shred-It contract for bi-monthly service with a fee of \$65.64 for each pick-up. Motion carried unanimously.

4) Police Squad equipment

Chief Woody presented a quote from Macqueen to outfit the new squad truck. This item was budgeted for 2026 for \$15,000 but all purchases over \$10,000 have to be approved again before purchase. Clerk/Treasurer Longhenry indicated the Administration Committee approved the quote.

Motion by Trustee Addison, second by Trustee Java to accept the Administration Committee recommendation to approve the quote from Macqueen for the new police squad equipment for not more than \$15,000.00 which includes re-used items from the old Ford truck squad and a tonneau cover. Motion carried unanimously.

5) Crex Property Rehab – Justin Jensen, Jason Jensen – requirement for utility connection

The Jensen's requested the Village Board either allow their property at 326 E Benson to have a private well and sewer or help with costs on connections at the street if they are required to connect to Village utilities. Jason indicated they are not asking for the exception to just save money, they feel private services are the best option for the property to avoid costly and potentially unreliable equipment with needing a grinder pump. Justin reminded the committee that setting a precedence by allowing them to have private services may not be a bad thing, it could encourage growth in the community and bring more people to town and increase the tax base. Trustee Janke shared that the properties at the end of E Benson Avenue requested to connect to Village water because the

residents' shallow wells had bad water. The Jensens requested a compromise allowing them to have their own septic system and require connection to Village water. President Lindberg reviewed the options and questioned the potential issues with a grinder pump asking if there are steps that could be taken to limit risks, Jason indicated there is no guarantee it will work. Trustees continued to comment that ordinances should be reviewed if this requirement is limiting growth but it likely can't be done for this project, and that the property owners should have looked into the connections before the project. Trustee Chadwick and Trustee Korhonen also commented that unforeseen events are part of construction, and they should have known there was no connection. Trustee Barton said it could be looked at differently if the stubs were missed.

Motion by Trustee Janke, second by Trustee Barton to require Crex Property Rehab to connect to Village water and sewer with the Village to pay for half of the cost to install a curbstop, stub in a sewer service and repair the street to rectify a mistake. Motion carried unanimously. Trustee Java abstained from the vote.

6) Paul & Kate Sommerfeld, 661 N. Linden Street –primary structure special exception

President Lindberg provided a recap for the request to live in a bus while building his home without moving to daily fines as decided by a motion at the January board meeting from Paul Sommerfeld. The Village Board asked Paul if he had an end date, Paul was not willing to provide a date their house would be completed as construction could run into unforeseen issues. Clerk/Treasurer Longhenry reviewed that the Sommerfelds were made aware that they could not live on their lot in the Spring of 2025 and recently it was discovered that a private well was installed which is not allowed by Village ordinance. Paul indicated he was not aware he couldn't have his own well and was not aware that fines would move daily in May. The Trustees confirmed Paul attended the meeting where the motion was stated that fines would move to daily in May and they confirmed Paul agreed at that meeting that he understood. The board continued to discuss relocating the bus during construction and felt that staying at a campground only a few miles away would not limit the construction progress. Paul felt he should be able to stay on his lot to keep moving forward and for security of their property.

Motion by Trustee Addison, second by Trustee Java to deny request from Paul Sommerfeld to live on his lot during construction and to start daily fines May 18th to continue until the ordinance violation is removed. Motion carried unanimously.

- 7) THE ADMINISTRATION COMMITTEE WILL CONVENE INTO CLOSED SESSION to discuss personnel items pursuant to Wis. Stats. 19.85 (1) (f) “Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.”**

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

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

Motion by Trustee Java, second by Trustee Barton to reconvene into open session. Motion carried unanimously.

- 9) Any motions from closed session**

Motion by Trustee Korhonen, second by Trustee Chadwick to accept the Administration Committee recommendation to approve a partnership with Hakes Wellness to provide support services to police officers on an as needed basis. Motion carried unanimously.

Market & Johnson pay request #9 – WWTP Project. Clerk/Treasurer Longhenry presented the pay app request, DPW Erickson had no additions, questions, or concerns.

Motion by Trustee Janke, second by Trustee Java to approve Market & Johnson pay request #9 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 #37023-#37054	\$146,117.58
Payroll Vouchers V9936-V9970	\$55,445.09
Payroll Checks 16775-16793	\$12,347.86
ACH	\$162,283.77
TOTAL	\$376,194.30

Motion passed unanimously.

Trustee reports, concerns... Trustee Addison indicated he would submit golf financials at the next board meeting.

The meeting was adjourned at 5:55 p.m.

Allison Longhenry
Clerk/Treasurer