



Village of Grantsburg

316 Brad Street South
Grantsburg, WI 54840

Village Board Meeting Minutes

The Village Board met on Monday, June 8, 2026, at 4:00 p.m.
in the Village Board room, 316 Brad St S, Grantsburg, WI 54840.

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

Others: DPW John Erickson, Police Chief Jared Woody, Library Director Lynett Juleen, Knute Norenberg – Andreson & Norenberg, Brent Blomberg, Greg Marsten – Burnett County Sentinel, and Steve Lee – Azimuth Surveying

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.

Attorney Knute Norenberg: Refresher on Public Office: Roles & Legal Responsibilities.

Attorney Knute Norenberg presented a slideshow that reviewed roles and responsibilities of Village Board members. He covered a variety of topics including, president/trustee duties, overall village structure, walking quorums, The Open Meetings Law, and conflicts of interest. The session included questions from the board regarding meeting structure, board involvement in village operations, and open comment periods.

No motions made.

Plan Commission: Certified Survey Map – PLM Developments, LOT N Russell Street.

Clerk/Treasurer reviewed the recommendation from Plan Commission to approve the CSM as presented noting all lots created are serviced by Village water and sewer utilities along Russell Street North.

Motion by Trustee Java, second by Trustee Barton to accept the Plan Commission recommendation to approve the Certified Survey Map submitted by PLM Developments to split parcel #07-131-2-38-19-15-1 01-000-012001 into three lots; LOT 22 will be 10.57 acres and will include parcel #07-131-2-38-19-15-5 15-948-012100 and LOT 23 will be 8.62 acres to include parcel #07-131-2-38-19-15-5 15-948-013200 to maintain access to utilities, LOT 24 will be 12.13 acres will maintain existing access to utilities along Russell Street North, and the OUTLOT will be 1.59 and is dedicated to the public. Motion passed unanimously.

Public Comments.

No one appeared.

Correspondence. Included in the Trustee packets were the Burnett County Administration newsletter; SEH Monthly Project Report, LWMI Dividend letter, Burnett County Tourism Coalition, Chamber Update, Golf financials, Citizen Letters: Memory Lake & Road Closures. Trustee Barton asked why the golf net income was less than the previous year. Trustee Addison shared that it was a slow start to the golf season where 2025 had an earlier spring resulting in higher revenue. Chief Woody commented that no cars were asked to move for the Big Gust Day's parade in response to the road closure citizen letter and President Lindberg suggested the board look at improving communication for road closures. Trustee Korhonen indicated GRO/Watercross is saving money for a dredging project in response to the Memory Lake citizen letter.

No motions were made and no items were referred to committees for further review.

Minutes. President Lindberg asked if there were any changes, corrections or additions to the minutes presented from the following 2026 meetings: May 8th Administration Committee, May 8th Village Board, May 8th Special Village Board, and May 21st Board of Review. Clerk/Treasurer Longhenry indicated she missed the person who seconded the motion from the May 8th Village Board meeting denying Sommerfeld's exception request. Trustee Java clarified that Trustee Addison made the motion and he seconded. No other corrections or additions were presented.

Minutes were accepted as presented to include the correction from the May 8th Village Board meeting as stated.

2026-2027 License renewals and Clerk/Treasurer to issue picnic licenses and operator licenses.

A list was presented showing applicants for Alcohol/Beer/Wine license, and Cigarette, Tobacco & Vaping license. Clerk/Treasurer Longhenry indicated all applicants had submitted the necessary documents for alcohol licenses, but she was missing a form from Puff N' Stuff for their tobacco license. She explained that tobacco licenses do not have a waiting period and are not required to be published, so if the form is submitted prior to July 1st they can renew.

Motion by Trustee Addison, second by Trustee Java to approve all alcohol license renewals on attached list, effective July 1, 2026, ending June 30, 2027. Motion passed unanimously.

Motion by Trustee Java, second by Trustee Addison to approve all Cigarette, Tobacco & Vaping license renewals on attached list, effective July 1, 2026, ending June 30, 2027, including Puff N' Stuff if all required forms are submitted prior to July 1st. Motion passed unanimously.

Motion by Trustee Java, second by Trustee Barton to allow the Clerk/Treasurer to issue picnic licenses and operator's licenses throughout the year as needed. Motion passed unanimously.

Hummer's Rendezvous: License extension and alley closure for Squirrell's Unlimited Banquet June 13th.

The license extension and alley closure was included in the Village Board packet and is the same as what has been done in previous years.

Motion by Trustee Addison, second by Trustee Korhonen to approve the license extension and alley closure request from Hummer's Rendezvous for the Squirrell's Unlimited Banquet on June 13th as presented. Motion carried unanimously.

Joker's Bar & Fun Alley: License extension for Watercross July 17th-18th.

The Village Board discussed having a pre-Watercross meeting with bar owners. Chief Woody agreed it worked well last year to have everyone on the same page and helped reduce alcohol related issues at the event.

Motion by Trustee Addison, second by Trustee Java to approve the license extension from Joker's Bar and Fun Alley for July 17th-18th during Watercross as presented and require owners of Joker's attend the pre-Watercross Public Safety committee meeting at a future date not yet determined. Motion passed unanimously.

Chamber Membership: Membership renewal.

Clerk/Treasurer Longhenry indicated no renewal forms have been received though memberships expiring June 30th. The committee discussed Chamber membership and extra costs like raffle baskets.

Motion by Trustee Addison, second by Trustee Java to table chamber membership discussion to the July meeting. Motion passed unanimously.

Resolution #2026-04 for 2025 Compliance Maintenance Annual Report (CMAR): Sewer System

DPW Erickson reviewed the CMAR for the Village's sewer system. Clerk/Treasurer Longhenry included the overall grade for the sewer system has improved with the replacement of the influent and effluent flow meters.

Motion by Trustee Java, second by Trustee Chadwick to adopt Resolution #2026-04 Compliance Maintenance Annual Report (CMAR). Motion carried unanimously.

2025 Consumer Confidence Report (CCR): Water System

DPW Erickson reviewed the CCR that was included in the board packets. Clerk/Treasurer Longhenry included that the CCR is published in the newspaper, so all users of the water system are informed on water quality in the Village.

No motion made.

STAFF REPORTS

Public Works

DPW Erickson reviewed the past month of public work activities. A lot of his time was spent at the WWTP during the sludge removal process. He also had an onsite DNR sanitary survey for the water system, and the crew completed hydrant flushing.

Police

Chief Woody reviewed the previous month's reports and shared that Officer Swenston has started the Police Academy and will complete it in the fall. He reviewed recent events including Memorial Day and Big Gust Days and will begin working on the Watercross event. He plans to attend a couple Watercross committee meetings prior to the event to make sure event planners, and the PD can continue working well together for such a large community event.

Clerk/Treasurer

Clerk/Treasurer Longhenry reviewed the past month in the Village Office where they are starting to settle into a good routine. She commented that many of the large annual reports were completed including the PSC, CMAR, CCR, and is hoping the audit report will be available in July. With Jack starting, she is helping train him in reporting and data tracking for public works. She shared election training will be her next focus with the Partisan Primary coming up in August. Lastly, she informed the board that new local officials training through the League of Wisconsin Municipalities is available. She had the league send an email to all board members to sign up for the training so they can take the training on their own schedule.

Library Director

Director Juleen shared upcoming summer programming events and included that adult programming will continue through the summer and reviewed the past month checkouts. She reported that the library had over 600 visitors on Big Gust Days when there was a coffee cart in the parking lot. She said it was a better turnout than the library has had for any other community event.

COMMITTEE REPORTS

Administration Committee

1) Police academy mileage

Chief Woody explained the lodging reimbursement issue for the police academy and reviewed the options for paying the resulting overtime due to travel including increasing the comp time cap or paying overtime on the employee's paycheck.

Motion by Trustee Java, second by President Lindberg to accept the Administration Committee recommendation to approve Officer Swenston be paid for overtime as earned during the Police Academy. Motion carried unanimously.

2) Benson Ave E – Utility Connection Project – BID review

Clerk/Treasurer Longhenry shared that no bids were submitted for the Benson utility project.

Motion by Trustee Janke, second by Trustee Chadwick to accept the Administration Committee recommendation to recommend the Village Board approve Village staff to reissue a BID notice to extend the BID window through July 1st. Motion carried unanimously.

Market & Johnson pay request #10: 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 Janke to approve Market & Johnson pay request #10 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 #37055-37101	\$365,651.13
Payroll Vouchers V9971-V810007	\$38,516.41
ACH	\$57,299.54
TOTAL	\$461,467.08

Motion passed unanimously.

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

Public Safety Committee was scheduled for June 19 at 1 p.m.

The meeting was adjourned at 5:50 p.m.

Allison Longhenry
Clerk/Treasurer