

Meeting called to order by President Kathy Poirier.

Members present: Kathy Poirier, Kellie Flaherty, Corby Stark, Jim Duncan, Aimee Newbauer and Jamey Flaherty.

There were no public comments.

Motion by Corby Stark to approve the agenda as presented. Seconded by Kellie Flaherty. All in favor. Carried.

Minutes from the previous board meetings were submitted. **Motion by Jim Duncan to approve the November 1st, 2021 Regular Board Meeting Minutes, and the November 18th, 2021 Special Board Meeting Minutes. Second by Kellie Flaherty. All in Favor. Carried.**

Monthly Fire Department Report given by Fire Chief Brad Williamson. Chief Williamson communicated there were five rescue runs and four fire runs over the past month. Chief Williamson also noted he will be retiring after 16 years as the Fire Chief.

Monthly Police Chief Report given by Police Chief Eric Jorgensen. The Police Department is looking to schedule ATV & snowmobile safety classes and hoping for 2022 to host two hunter safety classes. The department is enforcing winter parking.

Monthly Library Director Report given by Director Linda Heimstead. This past month they had six participants in story time and 12 participants in create and connect. They are having Discovery Club December 9th, a Holiday Open House December 13-18th and a story time December 14th. More information can be found on the Balsam Lake Public Library website.

Monthly Chamber of Commerce Report: New walking trail signs are installed. Santa and Mrs. Claus came to town on November 27th and 34 children with families came to deliver letters and tell Santa what they wanted for Christmas. The Chamber will have a Village Christmas Tree and are preparing for a Christmas Stroll on Friday, December 17th. Winterfest will be held on February 5th, 2022.

Monthly Public Works Report given by Dave Patterson. The Village crew has been busy getting ready for winter. Christmas lights are up throughout town and in June Berry Park. The crew is also has been working on equipment maintenance, some snow removal and other various shop projects.

Sewer, Water, M/E Committee Report given by Jim Duncan. The Committee is awaiting results for the pilot study results from SEH. Also, the committee gave permissions to update the security at the Sewer Plant to reduce illegal dumping.

To consider and possibly act to approve purchase of two E-One Pumps. **Motion by Kellie Flaherty to approve the purchase of two E-One pumps with a cost up to \$2,537 per pump. Second by Jamie Flaherty. On Roll Call: Jamey Flaherty; yes, Kathy Poirier; Yes, Kellie Flaherty; Yes, Corby Stark; Yes, Jim Duncan; Yes, and Aimee Newbauer; Yes. Motion Carried.**

Streets & Buildings Committee Report given by Corby Stark. The Village is looking into conducting a speed study on 150th street and the committee worked on creating a meeting room policy.

To consider and possibly act to approve Policies & Procedures regarding meeting rooms. **Motion by Kellie Flaherty to approve the Village of Balsam Lake Policies & Procedures for meeting room use and the Room Reservation Request Form. Second by Corby Stark. All in Favor. Carried.**

Finance Committee Report given by Kathy Poirier. A joint meeting regarding a potential municipal building renovation will take place in January and all vouchers were approved.

Discussion and possible action on municipal building renovation project. **Motion by Jim Duncan to have David Patterson receive two estimates for updating or replacing the HVAC system in the building. Second by Kellie Flaherty. All in Favor. Carried. Motion by Corby Stark to have Dave Patterson get a detailed estimate on 6 windows for the east side of the municipal building. Second by Jamie Flaherty. All in Favor. Carried. Motion by Jim Duncan to have David Patterson get an estimate on materials for replacing the rear landing/ steps on the south side of the municipal building. Second by Aimee Newbauer. All in Favor. Carried.**

Discussion and possible action on library renovation project. No action was taken, and no new information provided to the Village Board.

Discussion and possible action on village office renovation project. Currently a bid for a security window and service counter, security door and a security window are being priced. More information forthcoming.

To consider and possibly act to approve moving funds from election equipment outlay to Village Office renovation. **Motion by Kellie Flaherty to move \$7,000 from the election equipment outlay account to a Village Office renovation outlay account. Second by Aimee Newbauer. On Roll Call: Jamey Flaherty; yes, Kathy Poirier; Yes, Kellie Flaherty; Yes, Corby Stark; Yes, Jim Duncan; Yes, and Aimee Newbauer; Yes. Motion Carried**

Discussion on Residential Rental Licensing/ Ordinances for 2022. Through discussion, this item was sent to the Balsam Lake- Centuria Police Commission and Police Chief Jorgensen for review.

Discussion and possible action regarding appointing street addresses to the islands for the 911 system. **Motion by Jim Duncan to approve street addresses to the islands for the 911 systems. Second by Corby Stark. All in Favor. Carried.**

Set Village Caucus. **Motion by Jamey Flaherty to set the Village Caucus for Tuesday January 11th, 2022, starting at 6:00 p.m. located in the Municipal Building at 404 Main Street. Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to approve Operator License #1321-1324. **Motion by Aimee Newbauer to approve Operator License #1321 & #1324. Second by Kellie Flaherty. All in Favor Carried.**

To consider and possibly act to approve November 30th, 2021 Treasurers Report. **Motion by Kathy Poirier to approve the November 30th, 2021 Treasurers Report. Second by Corby Stark. All in Favor. Carried.**

Building Permit Log Report for November and December will be reviewed at the Next Village Board Meeting.

December meetings: Tuesday 14th, Balsam Lake Commissioner Meeting @ 6:00 p.m.

January meetings: Monday 3rd, Board Meeting, 10th Joint Meeting for renovation discussion @ 5:00 p.m.

No announcements

Motion by Aimee Newbauer to adjourn. Seconded by Kellie Flaherty. Carried.

Lori Duncan, Clerk Treasurer
Amy VanDeBrake, Deputy Clerk Treasure

unapproved minutes