

Meeting called to order by President Kathy Poirier.

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

Members absent: Jim Duncan

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 Jamey Flaherty to approve the regular board minutes and special board minutes as presented. Seconded by Aimee Newbauer. All in favor. Carried.**

Monthly Fire Department Report given by Chief Mark Anderson. In the month of March there was one rescue runs and seven fire runs. The annual Easter Egg Hunt held by the Fire Department will take place on April 16th, 2022 at 10:00 a.m.

Monthly Library Director Report given by Director Linda Heimstead. Director Heimstead shared information from past educational workshops. The library has many National Library Week programs scheduled. More information can be found on the library webpage for upcoming programming.

To consider and possibly act to approve Temporary Class B Wine License #115-BLCC. **Motion by Corby Stark to table the Chamber of Commers Temporary Class B Wine License #115. Second by Kellie Flaherty. All in Favor. Carried.**

To consider and possibly act to approve Amplified Device Permit #3047- Music in the Parks. Jena Paquette shared the interest in hosting Music in the parks one Thursday evening a month from May-September. There was a great turn out last year. **Motion by Corby Stark to table Amplified Device Permit #3047- Music in the Parks until a tentative schedule is available to review. Second by Aimee Newbauer. All in Favor. Carried.**

Monthly Public Works Report given by DPW Dave Patterson. The Public Works Department is checking water temps throughout the Village daily and have noted some waterlines have frozen. There are approximately 50 homes within the Village that are running water to help prevent freeze ups. Hopefully as we get into April the water temps will increase. Repairs to equipment, E-One Pumps and picnic tables also took place this past month along with some street sweeping and cleaning up the winter storm damage to trees throughout the Village.

To consider and possibly act to approve the Master Agreement for Professional Services and Supplemental Letter Agreement provided by SHE with the intent to pay a lump sum fee of \$68,500. Jeff Nussbaum, Sr. Engineer II, from SEH attended the meeting and talked through the Supplemental Letter Agreement and the Master Agreement for Professional Services. The Master Agreement for Professional Services would be effective as of March 21st, 2022 between the Village of Balsam Lake and Short Elliott Hendrickson Inc.(SEH). Also, by entering into the agreement, the Village of Balsam Lake would agree to utilize the professional services of SEH and SEH agrees to provide the professional services described in the agreement, exhibits and attachments. The Supplemental Letter Agreement (SLA) shall take precedence over all Exhibits unless alternate terms have been specifically agreed to. The SLA describing the scope, schedule and payment conditions for the Water Treatment Plant Design was reviewed and discussed. It is anticipated that the scope of the preliminary design services could be completed within 3 to 4 months after receiving a signed agreement, depending on meeting schedules. The lump sum fee for this process is \$68,500 which includes expenses and equipment. Expenses and equipment for this project are estimated to include survey equipment, survey vehicles, mileage, and reproduction expenses. It was noted the amount for this process shall

be discussed at the next Finance Committee Meeting. **Motion by Kellie Flaherty to approve the Master Agreement for Professional Services and Supplemental Letter Agreement provided by SEH with the intent to pay a lump sum fee of \$68,500. Second by Aimee Newbauer. On roll call: Kellie Flaherty, yes; Jamey Flaherty, yes; Aimee Newbauer, yes; Corby Stark, yes; Kathy Poirier, yes. Carried.**

To consider and possibly act to approve speaking with First Bank of Baldwin and auditor regarding funding options. **Motion by Aimee Newbauer to approve speaking with First Bank of Baldwin and Auditor regarding funding options. Second by Corby Stark. On roll call: Kellie Flaherty, yes; Jamey Flaherty, yes; Aimee Newbauer, yes; Corby Stark, yes; Kathy Poirier, yes. Carried.**

To consider and possibly act to approve Rental Licensing- Residential Application for 103 Elizabeth Trail. Currently there are no Village Ordinances relating to short term rentals. The applicant completed paperwork for a full-time rental property. **Motion by Corby Stark to deny Rental Licensing- Residential Application for 103 Elizabeth Trail. Second by Jamey Flaherty. On roll call: Kellie Flaherty, yes; Jamey Flaherty, yes; Aimee Newbauer, yes; Corby Stark, yes; Kathy Poirier, yes. Carried.**

To consider and possibly act to approve March 31st, 2022 Treasurers Report. **Motion by Corby Stark to approve the March 31st, 2022 Treasurers Report. Second by Kellie Flaherty. All in Favor. Carried.**

Building Permit Log Report reviewed.

April Meetings: Monday 25th @ 4:30 p.m., Parks Committee Meeting, @ 5:00 p.m., Streets & Building Committee Meeting, @ 5:30 p.m., Water/Sewer/M&E Meeting,

Motion by Aimee Newbauer to adjourn. Seconded by Corby Stark. Carried.

Lori Duncan, Clerk Treasurer
Amy VanDeBrake, Deputy Clerk Treasurer

unapproved minutes