

Meeting called to order by President Kathy Poirier.

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

Public Comments:

To consider and possibly act to approve the Regular Board Meeting March 6th, 2023 Agenda. **Motion by Jim Duncan to approve agenda as stated. Second by Aimee Newbauer. All in Favor. Carried.**

To consider and possibly act to approve February 6th, 2023 Regular Board Meeting minutes and Special Board Meeting Minutes from February 15th & 27th, 2023. **Motion by Len Manning to approve the February 6th, 2023 Regular Board Meeting minutes and Special Board Meeting Minutes from February 15th & 27th, 2023. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action regarding Peter Nelton requests. Mr. Peter Nelton was in attendance and noted his concern for health of hydrangea plants located on the south end of town. Two years ago, these plants experienced extremely cool winter conditions causing minimal plant growth and the inability to produce flowers. Mr. Nelton noted replacement of these hydrangea plants would be warranted for spring 2023 along with reducing the number of plants to three to five. Varieties Mr. Nelton suggested that would match the current landscape were Fire Light, Strawberry Sundae and Pinky Winky hydrangea varieties. With the Verticillium Wilt in June Berry Park some maple trees have been lost. Mr. Nelton asked the Village to consider a one-time application of fertilizer to all 10-living maple trees this year. With the future of Mr. Nelton's property being turned into a natural park, he shared his interest in working with project engineers for future landscaping designs to encompass shrubs, wild flowers and trees to attract honey bees. Mr. Nelton shared his concerns for the lack of building upkeep at 301 Main Street and would like the trustees to review village ordinance code as they could paint the building for the owner and charge it to the owner as a taxable expense. Village trustees noted that the building has been recently sold. **Motion by Jim Duncan to publish an article in a upcoming Village newsletter to seek donations for replacement hydrangea plants with added donations being used to plant a new variety of tree in June Berry Park. Second by Kellie Flaherty. On Roll Call: Kellie Flaherty, yes; Aimee Newbauer, yes; Jim Duncan, yes; Len Manning, yes; Jamey Flaherty, yes; Corby Stark, yes; Kathy Poirier, yes. Carried.**

Monthly Fire Chief Report- Submitted by Chief Mark Anderson and read by trustee Jim Duncan. This past month there were thirteen rescue runs, zero fire runs and one fire inspection that took place. Repairs were made to Fire Department equipment and two air packs were sent out for service. The Fire Department is looking forward to the state officials visiting with the department and conducting an inhouse audit on fire department records.

Monthly Police Chief Report- No report submitted

Monthly Library Report- Given by Library Director Linda Heimstead. There has been an upswing of community participation in library classes. Programs that were offered this past month were: story time, youth painting, lets dish, Winterfest wrap up, read across America activities and at the Unity School Open House they did story time. To learn more about upcoming library events stop by the library, visit their website: balsamlakepubliclibrary.org or checkout their Facebook page.

Monthly Chamber of Commerce Report: No report submitted

Public Works Report: Given by Director David Patterson. This past month the village crew has plowed snow, moved snow piles, repaired a main sewer leak, repaired a main waterline leak and replaced two E-one pumps.

Public Protection Committee Report: Given by Chair Len Manning. The committee met with The Balsam Lake Brewery & Market owners to discuss their concerns with the size of the viewing capacity in their building. The committee worked with Ben Campbell to see if any changes could be made. Fire Chief Mark Anderson gave a report on the fire department updates. The committee noted that the clerk's office would work in partnership with Mark Anderson to create a promotional article for fire department recruitment.

Streets and Buildings Committee Report: Given by Chair Corby Stark. Results from the traffic study on Highway 46 North were reviewed. In the report the State communicated missing permit applications for a variety of safety features through the traffic study area. Motion was made to have the Clerk Treasurer review submitted permit applications. The committee also held a kickoff meeting with Ayres Associates to learn the scope and visions for a potential municipal building renovation project.

Discussion and possible action regarding Professional Services Agreement with MSA for Alleyway reconstruction. MSA Project Manager, Eric Barclay presented a professional service agreement for the reconstruction of a Village owned alleyway located on parcel 106-00260-000. **Motion by Jamey Flaherty to approve the Professional Services Agreement with MSA for an alleyway reconstruction located on parcel 106-00260-000 costing \$25,300 with utilizing TIF funds. Second by Corby Stark. On Roll Call: Kellie Flaherty, yes; Aimee Newbauer, yes; Jim Duncan, yes; Len Manning, yes; Jamey Flaherty, yes; Corby Stark, yes; Kathy Poirier, yes. Carried.**

Discussion and possible action regarding Professional Services Agreement with MSA for boundary definitions of Village alleyways. **Motion by Len Manning to send the Professional Services Agreement with MSA for boundary definitions of Village alleyways back to Streets & Buildings Committee for review. Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to approve Ehlers 2023 Long-Range Cash Flow Analysis & Potential PSC Water Rate Case Services. **Motion by Aimee Newbauer to approve Ehlers 2023 Long-Range Cash Flow Analysis & Potential PSC Water Rate Case Services with compensation up to \$11,500.00. Second by Corby Stark. On Roll Call: Kellie Flaherty, yes; Aimee Newbauer, yes; Jim Duncan, yes; Len Manning, yes; Jamey Flaherty, yes; Corby Stark, yes; Kathy Poirier, yes. Carried.**

To consider and possibly act to approve appointment to the zoning Board- Zach Johnston and Scott Divine. **Motion by Jim Duncan to appointing Zach Johnston and Scott Divine to the Zoning Board. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action to change Village Hall Office hours to 7:30 a.m. – 4:00 p.m. **Motion by Aimee Newbauer to approve Village Hall Office hours change to 7:30 a.m. – 4:00 p.m. starting April 1st, 2023. Second by Jim Duncan. On Roll Call: Kellie Flaherty, yes; Aimee Newbauer, yes; Jim Duncan, yes; Len Manning, yes; Jamey Flaherty, yes; Corby Stark, yes; Kathy Poirier, yes. Carried.**

Discussion and possible action to approve Operators License #1394-1397. **Motion by Corby Stark to approve Operators License #1394-1397. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action to chapter 147. Direct Sellers Ordinance. Concerns regarding food trucks in the Village were shared. Trustees will review the ordinance and bring their changes to the

next meeting to further discuss changes to the ordinance. **Motion by Jim Duncan to have the Village Office contact attorney to see if he can attend a special board meeting in April. Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to approve February 28th, 2023 Treasurers Report. **Motion by Jim Duncan to approve February 28th, 2023 Treasurers Report. Second by Aimee Newbauer. All in Favor, Carried.**

Building permit log report was reviewed.

March Meetings: Monday 13th, Streets and Building Committee Meeting @ 5:00 p.m., Monday 27th, Labor Committee Meeting @ 4:00 p.m. & Water/Sewer/M&E @ 4:30 p.m.

Announcements: Kathy Poirier presented Retired Clerk Treasurer Lori Duncan with a plaque and recognized her for her 38 ½ years of service to the community.

Motion by Jim Duncan to adjourn. Seconded by Corby Stark. Carried. 7:25 p.m.

Amy VanDeBrake, Clerk Treasurer
Elizabeth Hoag, Deputy Clerk Treasurer

unapproved minutes