

Meeting called to order by President James Duncan Jr.

Members present on roll call: James Duncan Jr., Jamey Flaherty, Kellie Flaherty, Gary Johnson, Jena Paquette, Corby Stark.

Members absent on roll call: Len Manning

Others present: Linda Heimstead, Tim Moore, Penny Carter, Robert Swank, Gabe Saloka, Angela Chandler, Matt Hall, Kristin Hall, Lisa Ninamoshea Mosay.

Public Comments: Penny Carter was in attendance. Penny communicated she spoke with Tom Kolstad regarding the care and upkeep of the Balsam Lake Cemetery. She noted the cemetery has not been upkeep this year. She stated Mr. Kolstad communicated there are limited funds available for maintaining the cemetery and that the cemetery is mowed and weeds are trimmed three times a month. Mrs. Carter wanted to bring this concern to the Village Board to review and look into.

To consider and possibly act to approve the July 1st 2024 Regular Board Meeting Agenda. **Motion by Corby Stark to approve the July 1st, 2024 Regular Board Meeting Agenda. Second by Jena Paquette. All in Favor. Carried.**

To consider and possibly act to approve the June 3rd, 2024 Regular Board meeting minutes and the June 24th, 2024 Special Board Meeting Minutes. James Duncan Jr. noted a small change should be made on the June 24th, 2024 Special Board Meeting Minutes. The vendor location for Typer Buck should be changed from 301 Main Street to 315 Main Street for food sales for the 4th of July. **Motion by Jena Paquette to approve the June 3rd, 2024 Regular Board Meeting Minutes and amended June 24th, 2024 Special Board Meeting Minutes. Second by Corby Stark. All in Favor. Carried.**

Library report was given by Linda Heimstead.

Chamber of Commerce Report was given by Angela Chandler.

To consider and possibly act to approve County Road I Street closure, Balsam Lake Freedom Fest. **Motion by Jamey Flaherty to approve County Road I Street closure for Balsam Lake Freedom Fest from Friday July 5th starting at Noon through Monday July 8th at Noon. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action on Vendor Permit Application #24-29, Balsam Lake Café. It was noted there was some confusion on the approval authority for the food vendors participating in Freedom Fest. Angela Chandler noted, the Village is only responsible for approving the food vendors who can participate in Freedom Fest and the Balsam Lake Chamber is responsible for finding them a location to sell their food for Freedom Fest. **Motion by Corby Stark to approve Vendor Permit Application #24-29, Balsam Lake Café for Balsam Lake Freedom Fest. Second by Jena Paquette. All in Favor. Carried.**

Discussion and possible action on Vendor Permit Application #24-30, Lisa Ninamoshea Mosay. **Motion by Corby Stark to approve Food Vendor Permit Application #24-30, Lisa Ninamoshea Mosay for Balsam Lake Freedom Fest. Second by Kellie Flaherty. All in Favor. Carried.**

Public Works Report was given by Assistant Director Tim Moore. Mr. Moore reported this past month the Public Works Department installed a new flowerbed in June Berry Park, planted trees in June Berry Park, read water meters, made repairs to E-1 pumps, cleaned up after storm damage, rodded sewer lines, cleaned the beach and damn for weeds and patched blacktop. It was noted there are a few trees that are hanging low over the walking trails. Tim Moore noted, the Department would go out and take a look at the trails.

Discussion and possible action on chip sealing Village roads in the Industrial Park, Polk County Highway Department. The Polk County Highway Department put a bid together for chip sealing roadways within the Village Industrial Park with a total estimated bid cost being \$8,869.67. **Motion by Kellie Flaherty to approve Polk County Highway Department chip sealing roadways within the Village Industrial Park costing \$8,869.67. Second by Corby Stark. On Roll Call: James Duncan Jr., yes; Corby Stark, yes; Gary Johnson, yes; Jena Paquette, yes; Jamey Flaherty, yes; Kellie Flaherty, yes. Carried.**

Discussion and possible action on selling Village owned truck. **Motion by Jena Paquette to approve selling the Village owned truck by means of listing it on the Wisconsin Surplus Online Auction and advertise in the local paper as accepting sealed bids for a Village owned trucks adding in the advertisement that the truck does have transmission issues. Second by Jamey Flaherty. All in Favor. Carried.**

Discussion and possible action regarding Private Utility Easement Agreement for 600 Pine Island, Matt & Kristin Hall. The Village Board reviewed the Private Utility Easement Agreement for 600 Pine Island for Matt and Kristin Hall. Matt and Kristin Hall were in attendance. Both commented they had no objections to the drafted easement agreement. **Motion by Corby Stark to approve a Private Utility Easement Agreement for 600 Pine Island for Matt & Kristin Hall. Second by Gary Johnson. On Roll Call: James Duncan Jr., yes; Corby Stark, yes; Gary Johnson, yes; Jena Paquette, yes; Jamey Flaherty, abstained; Kellie Flaherty, yes. Carried.**

To consider and possible act to approve Fireworks Permit Application #24-02, 505 State HWY 46N, Bob Bialucha. **Motion by Jena Paquette to approve Fireworks Permit Application #24-02, 505 State HWY 46N for Bob Bialucha. Second by Jamey Flaherty. All in Favor. Carried.**

Discussion and possible action regarding Fence Permit Application #24-19, 509 Park Drive, Scott Stankiewicz. Gabe Saloka was in attendance representing the homeowners of 509 Park Drive as their general contract. Mr. Saloka noted they would like to remove and replace the existing fence as it is encroaching on the neighboring property line after a survey was complete. They would build the fence three feet off the property. **Motion by Jamey Flaherty to approve Fence Permit Application #24-19, 509 Park Drive for Scott Stankiewicz. Second by Jena Paquette. All in Favor. Carried.**

Discussion and possible action to accept Zoning Board of Appeals President resignation, Guy Williams. **Motion by Kellie Flaherty to accept Guy Williams resignation as the President of the Zoning Board of Appeals. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action on appointing a new Zoning Board of Appeals President. **Motion by Kellie Flaherty to let the Zoning Board of Appeals appoint a new President within their Board. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action on new Variance Application & Application Fee. **Motion by Jamey Flaherty to table agenda item. Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action on requiring a CSM for Variance Applications. **Motion by Jamey Flaherty to table agenda item. Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action regarding increasing mobile home license fee. The Village Board reviewed the current mobile home license fee amounts for each mobile home park located within the Village. **Motion by Jamey Flaherty to table item until trustees can research what other municipalities charge for their annual mobile home license fee. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action on appointing Revolving Loan Fund Housing Program Committee Members. **Motion by Corby Stark to appoint James Duncan Jr., Mary Chartrand, Myrna Donovan, Zachary Johnston to the Revolving Loan Fund Housing Program Committee. Second by Kellie Flaherty. All in Favor. Carried.**

Parks Committee Report was given by Kellie Flaherty.

Discussion and possible action regarding playground equipment at Pine Park. **Motion by Kellie Flaherty to table discussion until the August Board Meeting. Second by Jena Paquette. All in Favor. Carried.**

Streets & Building Committee Report was given by Corby Stark

To consider and possibly act to approve financing for municipal Building HVAC project. James Duncan Jr. reviewed the loan terms and rates presented by Pillar Bank at the last finance committee meeting with the Board. It was noted the Village could utilize funds from the police department building outlay account, ARPA funds and money from a CD to help reduce the cost to tax payers.

To consider and possibly act to approve replacing the Municipal Building HVAC system. Questions regarding why asbestos removal was not included in the bid from Johnson Controls were discussed. It was noted the Village Board would like to know more about what would need to be removed and would like to attain a bid for the additional asbestos removal project costs. **Motion by Corby Stark to have David Patterson work with Johnson Controls to identify the areas for asbestos removal and have David Patterson attain a bid for the asbestos removal for the municipal building HVAC project. Second by Jamey Flaherty. All in Favor. Carried.**

Finance Committee Report was given by James Duncan Jr.

To consider and possibly act to approve Renewal Operator license #1554, #1562 & Original Operator Licenses #1555-1561. **Motion by Kellie Flaherty to approve Renewal Operator License #1554, #1562 and Original Operator License #1555-1561. Second by Jamey Flaherty. All in Favor. Carried.**

To consider and possibly act to approve the June 28th, 2024 Treasurers Report. **Motion by Jamey Flaherty to approve the June 28th, 2024 Treasurers Report as presented. Second by Kellie Flaherty. All in Favor. Carried.**

Building Permit Log Report was reviewed.

July Meetings: Tuesday 16th, Special Board Meeting @ 5:00 p.m.

Announcements: Concerns were heard by the Village Board members regarding business owners at 301 Main Street and 305 Main Street.

Motion by Kellie Flaherty to adjourn. Seconded Gary Johnson. Carried. 7:15 p.m.

unapproved minutes

Amy VanDeBrake, Clerk Treasurer