

Meeting called to order by President James Duncan Jr.

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

Members absent on roll call: Jamey Flaherty

Others present: Linda Heimstead, Angela Chandler, Ben LaLone, Eric Jorgensen, Laura Williams, Scott Divine, Tristan Divine, Ben Wheeler, Chris Nelson, Curtis Nelson.

Public Comments: No Public Comments

To consider and possibly act to approve the August 5th, 2024 Regular Board Meeting Agenda. **Motion by Corby Stark to approve the August 5th, 2024 Regular Board Meeting Agenda. Second by Gary Johnson. All in Favor. Carried.**

To consider and possibly act to approve the July 1st, 2024 Regular Board meeting minutes and July 16th, 2024 Special Board meeting minutes. **Motion by Len Manning to approve the July 1st, 2024 Regular Board Meeting minutes and July 16th, 2024 Special Board Meeting minutes. Second by Kellie Flaherty. All in Favor. Carried.**

To consider and possibly act to approve Amplified Device Permit Application #3086, BL Fire Department. **Motion by Jena Paquette to approve Amplified Device Permit Application #3086, Balsam Lake Fire Department. Second by Kellie Flaherty. All in Favor. Carried.**

To consider and possibly act to approve Temporary Class B Beer License #1165, BL Fire Department. **Motion by Corby Stark to approve Temporary Class B Beer License #1165, Balsam Lake Fire Department. Second by Kellie Flaherty. All in Favor. Carried.**

Police Chief Report was given by Police Chief Eric Jorgensen.

Library Director report was given by Library Director Linda Heimstead.

Chamber of Commers report was given by Chamber President Angela Chandler. Angela Chandler noted Freedom Fest went well with notations to make changes for next year. Concerns regarding not having enough space for the craft fair were entertained by the Village Board. Angela Chandler stated Doc's Pub and Eatery had a food stand on the sidewalk that continues to make the sidewalk unpassable and unsafe.

Discussion and possible action regarding Temporary Class B Beer License #1166, BL Chamber of Commerce. **Motion by Gary Johnson to approve Temporary Class B Beer License #1166, Balsam Lake Chamber of Commerce. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding Amplified Device Permit Application #3088, Scott Divine. **Motion by Gary Johnson to approve Amplified Device Permit Application #3088, Scott Divine. Second by Kellie Flaherty. All in Favor. Carried.** The Polk County Suicide Awareness Walk will take place on Saturday, September 21st, 2024 at the Balsam Lake Pine Park. Details about the event and registration can be found on the Polk County Suicide Awareness Walk Facebook page.

Discussion and possible action regarding Vendor Permit Application #24-31, KJ's New North. **Motion by Corby Stark to approve Vendor Permit Application #24-31, KJ's New North. Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action regarding Vendor Permit Application #24-32, Kelch Concessions. **Motion by Len Manning to approve Vendor Permit Application #24-32, Kelch Concessions. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action regarding Vendor Permit Application #24-33, Brick Fire Pizza LLC. **Motion by Corby Stark to approve Vendor Permit Application #24-33, Brick Fire Pizza & Treat Trailer. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action regarding Vendor Permit Application #24-34, Rise & Shine Coffee Co. **Motion by Len Manning to approve Vendor Permit Application #24-34, Rise & Shine Coffee Co. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding Amplified Device Permit Application #3087, John Amrhien. **Motion by Corby Stark to approve Amplified Device Permit Application #3087, John Amrhien. Second by Jena Paquette. All in Favor. Carried.**

Discussion and possible action regarding Street Closure Permit #24-05 Rivers Rally, Ben Wheeler. It was noted the application was changed to closing the section of highway from Main Street to Mill Street with allowable traffic to their homes from 12-8p.m. for a street concert. **Motion by Corby Stark to approve Street Closure Permit #24-05 Rivers Rally, Ben Wheeler. Second by Jena Paquette. All in Favor. Carried.**

Discussion and possible action regarding Polk County Museum request for special event. The Polk County museum would like to hold a small craft sale August 10th, 2024 on the Village Sidewalk. The Museum Director noted a request to block off four parking spots in front of the event for safety. **Motion by Len Manning to approve Polk County Museum request to restrict parking on Main Street and for Public Works Director to provide safety barricades for area to be blocked off. Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action regarding address request for parcel 106-00669-0800, Elaine Klimek. Brad Runeberg emailed the Village. He noted if the situation were in a town this would trigger an address change for one of the existing addresses. Looking at this situation, he would consider changing 820 Park Drive and give 820 Park Drive to the property with the Shed. The County tries to avoid changing addresses, but sometimes its unavoidable. **Motion by Len Manning to recommend to the county addressing the parcel 106-00669-0800 as 818 A. Second by Corby Stark. All in Favor. Carried.**

Public Works Report was given by Director David Patterson.

Discussion and possible action regarding potential project at Sewer Plant. It was noted an air pipe has broken by the sewer plant building. This item was referred to the Water/Sewer/M&E Committee. No action was taken.

Discussion and possible action regarding donation of dock to Milltown Township. The Balsam Lake Homeowners association has donated docks to the Village for public lake access use. After installation of the new docks, the Village has repaired the old ones. Chris Nelson from the Milltown Township identified there is a need for a dock to be placed on Halfmoon Lake and was wondering if the Village of Balsam Lake would like to make a donation to the Milltown Township of a dock. **Motion by Gary Johnson to approve**

donating a dock to Milltown Township to be placed on Halfmoon Lake. Second by Len Manning. All in Favor. Carried. Director of Public Works David Patterson will work with Milltown Township to deliver the donated dock.

Discussion and possible action on appointing revolving loan Fund Housing Program Committee Member & EDC Revolving Loan Fund Committee, Tony Meyers. **Motion by Corby Stark to appoint Tony Meyers to the Revolving Loan Fund Housing Program Committee & EDC Revolving Loan Fund Committee. Second by Kellie Flaherty. All in Favor. Carried.** The full committee is as followed: *James Duncan Jr., Mary Chartrand, Myrna Donavan, Zach Johnston.

Discussion and possible action regarding increasing mobile home license fee. **Motion by Gary Johnson to keep the mobile home license fee the same. Motion Failed. Motion by Len Manning to table until next meeting. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding playground equipment at Pine Park. Parks Committee Chair Kellie Flaherty brought four bids for playground equipment to the Village Board to review. Kellie Flaherty stated she would contact the playground equipment company to attain pricing on installation costs and edging. **Motion by Len Manning to approve the Early to Rise playground equipment as a replacement to the current red playground equipment for younger children to utilize in Pine Park for \$22,809.32 pending discussion with Finance Committee for budgeting future project. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding pavilion & well house roofs at Pine Park. The Village insurance company inspected the pavilion roof and well house roofs. The insurance company stated the pavilion roof does not show signs of storm damage however its is in need of repair due to its age. There was notable storm damage to Well House 1 and the insurance company stated once repaired the Village would be reimbursed \$2,329.23 for said roof repairs. Director of Public Works David Patterson will attain bids for the pavilion roof and bring that information to the Finance Committee.

Discussion and possible action on replacing the Municipal Building HVAC system. **Motion by Corby Stark to approve upgrading the Municipal Building HVAC system and to approve the HVAC upgrades contract with Johnson Controls costing \$578,625.00. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action regarding asbestos removal bid for Municipal Building HVAC project. **Motion by Corby Stark to hire Asbestos Removal Services to remove asbestos in the Village Shop costing \$2,900.00. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action on financing for Municipal Building HVAC project. **Motion by Len Manning to have James Duncan Jr. and Clerk Treasurer work with Pillar Bank to attain financing for the replacement of the municipal building HVAC system with potentially \$100,000.00 from the Money Market and \$100,000.00 from a maturing CD being utilized to reduce the loan amount (not to exceed using \$200,000.00 of savings). Second by Gary Johnson. On Roll Call: Corby Stark, yes; Gary Johnson, yes; Jena Paquette, yes; Len Manning, yes; Kellie Flaherty, yes. Carried.**

To consider and possible act to approve Renewal Operator License #1563, Original Operator License #1564-1565. **Motion by Corby Stark to approve Renewal Operator License #1563 and Original Operator License #1564-1565. Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action on moving forward with raise order on 201 Second Avenue East. Emails from the Village Attorney and Polk County Public Health Director were reviewed. **Motion by Len Manning to table**

item. Second by Gary Johnson. On Roll Call: Corby Stark, abstain; Gary Johnson, yes; Jena Paquette, yes; Len Manning, yes; Kellie Flaherty, yes. Carried.

To consider and possible act to go into closed session pursuant to Wisconsin Statute 19.85 exemptions (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion and possible action regarding property at 204 First Avenue East. **Motion by Jena Paquette to go into closed session pursuant to Wisconsin Statute 19.85 exemptions (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion and possible action regarding property at 204 First Avenue East. Second by Gary Johnson. On Roll Call: Corby Stark, yes; Gary Johnson, yes; Jena Paquette, yes; Len Manning, yes; Kellie Flaherty, yes. Carried.**

Discussion and possible action to go into open session. **Motion by Jena Paquette to go into open session. Second by Gary Johnson. All in Favor. Carried.**

Statement from closed session. **No statement was made.**

Discussion and possible action regarding surveying 204 First Avenue East. No motion was made.

To consider and possibly act to go into closed session pursuant to Wisconsin Statute 19.85 (c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Leave Policy. **Motion by Jena Paquette to go into closed session pursuant to Wisconsin Statute 19.85 (c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Leave Policy. Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action to go into open session. **Motion by Corby Stark to approve going into open session. Second by Len Manning. All in Favor. Carried.**

Statement from closed session. **No statement was made.**

Finance Committee given by Jamey Duncan Jr.

To consider and possibly act to approve the July 30th, 2024 Treasurers Report. **Motion by Len Manning to approve the July 30th, 2024 Treasurers Report. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding Village Certificates of Deposits (CDs). **Motion by Corby Stark to have James Duncan Jr. Attain new interest rates and terms for the Village CDs that are maturing in September. Second by Len Manning. All in Favor. Carried.**

To consider and possible act to open a non-interest-bearing savings account with Pillar Bank. The DNR is requiring the Village to have a non-interest-bearing savings account for the DNR to disburse payment requests that are submitted for the Safe Drinking Water Loan Program. **Motion by Len Manning to open a non-interest-bearing savings account with Pillar Bank. Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to approve Water System Revenue Bonds, Series 2024 (Safe Drinking Water Loan). Working through the WTP interim financing, the Village of Balsam Lake has worked with Quarles for

the Water System Revenue Bonds. Quarles submitted a scope of work to assume as bond counsel in connection with the Proposed issuance of approximately \$2,180,000.00 for the Village of Balsam Lake Water System Revenue Bonds, Series 2024 (Safe Drinking Water Loan). The approximate cost for bond counsel is \$17,000.00. **Motion by Corby Stark to recommend to the Village Board hiring Quarles as the Village Bond Counsel in connection with the Proposed issuance of approximately #2,180,000.00 for the Village of Balsam Lake Water System Revenue Bonds, Series 2024 (Safe Drinking Water Loan). Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action regarding payment request for Water Treatment Plant Project. **Motion by Corby Stark to recommend to the Village Board reviewing all future Water Treatment Plant Project bills at each Village Board meeting and issuing payment for those bills on the First Tuesday of every applicable month. Kellie Flaherty. All in Favor. Carried.**

Water Treatment Plant Project update, construction schedule, financial update/ SDWLP update. There will be a preconstruction meeting where the water treatment plant will be located on August 15th at 9:00 a.m. The Village continues to work with Ehlers to reduce the proposed water rate increase the PSC has set forth. There will be a public hearing from the PSC on August 26th, 2024 at 2:00 p.m. located at the Village Hall.

Building Permit Log Report was reviewed.

August Meetings: Monday 19th, Parks Committee @ 5:00 p.m., Labor Committee @ 5:15 p.m., Water/Sewer/M&E Committee Meeting @ 5:45 p.m. Police Commissioners Meeting- In Centuria @ 6:30 p.m., Tuesday 20th, EDC Revolving Loan Fund Committee Meeting @ TBD, Thursday 22nd, Planning Commission & Zoning Board of Appeals Meeting @ TBD.

Announcements: Public Service Commission of Wisconsin shall hold a public hearing with the Village of Balsam Lake on August 26th, 2024 at 2:00 p.m. located at Village Hall, 404 Main Street to review the Village of Balsam Lake Water's public utility water rate adjustment application.

Motion by Jena Paquette to adjourn. Seconded Gary Johnson. Carried. 9:00 p.m.

unapproved minutes

Amy VanDeBrake, Clerk Treasurer