

Meeting called to order by James Duncan Jr.

Members present: Corby Stark, Gary Johnson, Jena Paquette, Jamey Flaherty, Kellie Flaherty, Len Manning.

Others present: David Patterson, Angela Chandler, Britt Williams, Kelsey Gunn, Linda Heimstead, John Thompson.

Public Comments: Linda Heimstead, Director and Library Board Member for the Balsam Lake Library spoke about her distress relating unpaid bills relating to the new circulation desk and carpet for the library. Linda Heimstad also stated she is personally "frustrated" with not receiving an update from the Village Board on updating an employee's sick leave and vacation balances. No formal written statement was submitted by Linda for the official minutes. James Duncan Jr. notes that the Village Board does not comment or respond to public comments and that the concerns will be reviewed.

To consider and possibly act to approve the December 2<sup>nd</sup>, 2024 Regular Board meeting agenda. **Motion by Corby Stark to approve the December 2<sup>nd</sup>, 2024 Regular Board meeting agenda. Second by Jena Paquette. All in Favor. Carried.**

To consider and possibly act to approve the November 11<sup>th</sup>, 2024 Regular Board meeting minutes. **Motion by Jamey Flaherty to approve the November 11<sup>th</sup>, 2024 Regular Board meeting minutes. Second by Kellie Flaherty. All in Favor. Carried.**

No Fire Chief report was given.

Update on Fire Chief resignation, Mark Anderson. Mark Anderson wrote a statement to the Village Board stating he would not be running for Fire Chief at the next election and that his term as Fire Chief ends on December 3<sup>rd</sup>, 2024.

Discussion regarding Public Fire Protection Agreements for 2025. Balsam Lake Township will not be renewing their annual fire protection contract with the Village of Balsam Lake for 2025. This will reduce the municipal budgeted revenue by \$33,000.00. The Balsam Lake Township has since contracted fire protection services with Apple River Fire Department for the service year of 2025.

No Police Report was given.

Library Report was given by Linda Heimstead.

Chamber of Commerce Report was given by Angela Chandler. This past weekend Santa was at the Pillar Bank and there was great community participation. The Chamber is now offering Bingo Cards to the public to support local shopping during this Holiday season. Once the bingo cards are returned participants can win prizes through the chamber. There is community interest in adopting a campsite in Pine Park for displaying Holiday lights. The Board verified if the chamber held an adopt a campsite program for this holiday season, they so could.

Discussion and possible action regarding security deposit for street closures and trash services for special events within the Village. **Motion by Len Manning to charge \$150.00 to non-chamber organizations who**

**wish to hold events within the Village that requires street closures with funds to be used for public works hours and covering trash services. Second by Jena Paquette. All in Favor. Carried.**

Discussion and possible action regarding June berry Park, Peter Nelton. Mr. Peter Nelton was in attendance. Mr. Nelton would like to donate 2 Autumn Blaze Maple Trees in June Berry Park, spring of 2025. Mr. Nelton noted the desired size of tree would be 25-gallon containers. **Motion by Jena Paquette to allow Peter Nelton to purchase two Autumn Blaze Maple Trees for June Berry Park with the Public Works Department planting them before June 1<sup>st</sup>, 2025. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding redaction of annexed property, Linda LaMere. Through conversing with the Village attorney, it was noted that you cannot amend previous annexation requests. That being said, there is a separate process called "Detachment" that allows lands to be transferred from the Village to the Town. It is similar to the annexation process but requires consent by both the Village and the Town and rarely used. It also takes a vote by  $\frac{3}{4}$  of all members of both the Village and the Town to pass. The Village can say no or the Town can say no if either does the matter dies. This information is referenced from Wisconsin State Statute 66.0227 Detachment of territory. **Motion by Corby Stark to deny Linda LaMere's request for redaction of annexed property and to notify Linda with information received from the Village Attorney regarding Wisconsin State Statute 66.0227, Detachment of territory. Second by Jamey Flaherty. On Roll Call: Corby Stark, yes; Gary Johnson, yes; Jena Paquette, yes; Len Manning, yes; Jamey Flaherty, yes; Kellie Flaherty, yes; James Duncan Jr., yes. Carried.**

Discussion and possible action regarding TID #6 Amendment. The Village Board discussed potential projects they would like see done to enhance the usable space. Such projects that were discussed but are not limited to the following: Installing curb & gutter, moving a fire hydrant, installing a retaining wall, improving the board parking area, installing paved parking spots on Mill Street, the removal of trees, moving Anderson Alley, excavation and landscaping.

Discussion on Street Vacating a portion of Courthouse Avenue. The Polk County Housing Authority submitted a written statement that after the Village vacated a portion of Old Courthouse Avenue, they would relinquish newly acquired property through a quit claim deed back to the Village. No action was taken.

Introduction to Resolution 2025-1, discontinuing a portion of Old Courthouse Avenue. It was introduced that the Village is looking to vacate a small portion of Old Courthouse Avenue.

Discussion and possible action regarding playground equipment grant application, Kellie Flaherty. GameTime Playground equipment company awards grants to municipalities who wish to purchase new playground equipment that is over \$25,000.00. The playground equipment the Village Board selected for the replacement of the red playground equipment in Pine Park has an estimated cost just over \$22,000.00. The company also sells and installs playground edging. Dave Patterson will meet with Kellie Flaherty on December 3<sup>rd</sup> to attain measurements of the area around the existing playground equipment. The goal would be to add edging to the grant application. No action was taken, but all were in agreement that edging should be included on the grant application.

Discussion and possible action on Rental Licensing Application for 106 Pine Crest Road & 280 County Road. **Motion by Jamey Flaherty to approve Rental License Applications for 106 Pine Crest Road & 280 County Road. Second by Gary Johnson. All in Favor. Carried.**

Discussion and possible action regarding house address for new parcel on Pine Crest Road, Jen Lobanoff. **Motion by Len Manning to address new parcel on Pine Crest Road as 125 Pine Crest Road. Second by Corby Stark. All in Favor. Carried.**

Public Works Department report was given by David Patterson.

Sewer/Water/M&E Committee report was given by chair Len Manning.

Finance Committee report was given by chair James Duncan Jr.

Discussion and possible action on CD's invested with Pillar Bank. **Motion by Corby Stark to recommend to the Village Board enrolling the current Village CDs with Pillar Bank into a new 12-month CD program at a 4.14% APY with Pillar Bank. Second by Kellie Flaherty. On Roll Call: Corby Stark, yes; Gary Johnson, yes; Jena Paquette, yes; Len Manning, yes; Jamey Flaherty, yes; Kellie Flaherty, yes; James Duncan Jr., yes. Carried.**

To consider and possibly act to approve November 29<sup>th</sup>, 2024 Treasurers Cash Report. **Motion by Jamey Flaherty to approve the November 29<sup>th</sup>, 2024 Treasurers Cash Report. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action on outstanding unpaid invoices. As requested, a list of unpaid invoices for 2024 were submitted for Board review. For future application requests for operator licenses and amplified device permits, payment shall be received prior to the Village Board Review. There were two unpaid building permits that were reviewed and as indicated the clerk shall contact Zoning and Building Administrator Ben Campbel. DPW, David Patterson is to contact customer for unpaid bulk water used.

Building Permit log was reviewed.

**December Meetings: Wednesday 4<sup>th</sup>, Public Protection Committee @ 5:30 p.m., Monday 16<sup>th</sup>, Labor Committee Meeting @ 5:30 p.m.**

**Motion by Corby Stark to adjourn. Seconded Jamey Flaherty. Carried. 7:40 p.m.**

unapproved minutes

Amy VanDeBrake, Clerk Treasurer  
Anna Ball, Deputy Clerk Treasurer