

Village of Balsam Lake

Regular Meeting of Trustees Monday, May 5<sup>th</sup>, 2025

Meeting called to order by President Gary Johnson

Members present on roll call: Gary Johnson, Corby Stark, Eric Jorgensen, Brian Nelson, Len Manning, Jamey Flaherty, Kellie Flaherty.

Others present: Jeff Reed, Jason Larson, Peter Nelson, James Duncan Jr. Bill Mork, Jack Weix, Lisa McMahon, Karl Aberly, Debbie Schauer, Chris Sondrol, Susan Linder, Doug Linder, Linda Heimstead.

Oath of office by Gary Johnson.

Oath of office by Kellie Flaherty.

To consider and possibly act to appoint Len Manning as Village Trustee. **Motion by Corby Stark to appoint Len Manning as Village Trustee. Second by Kellie Flaherty. All in Favor. Carried.**

Oath of office by Len Manning.

No Public Comments.

To consider and possibly act to approve the May 5<sup>th</sup>, 2025, Regular Board meeting agenda. **Motion by Len Manning to approve the May 5<sup>th</sup>, 2025, Regular Board meeting agenda. Second by Kellie Flaherty. All in Favor. Carried.**

To consider and possibly act to approve the April 7<sup>th</sup>, 2025, Regular Board meeting minutes. **Motion by Corby Stark to approve the April 7<sup>th</sup>, 2025, Regular Board meeting minutes. Second by Jamey Flaherty. All in Favor. Carried.**

Public Protection Committee Report was presented by Brian Nelson.

Discussion and possible action to appoint two members to work with Milltown Area Fire Association on Fire Department Merger. **Motion by Gary Johnson to appoint Brian Nelson and Eric Jorgensen as representative of the Village of Balsam Lake to work with Milltown Area Fire Association on BLFD joining the Milltown Area Fire Association. Second by Len Manning. All in Favor. Carried.**

No Fire Chief Report was given.

Police Chief Report was given by Chief Jorgensen.

Library Director Report was given by Director Linda Heimstead.

Chamber of Commerce Report was given by Jeff Reed. Jeff Reed stated the Chamber hired a new fireworks company for the Freedom Fest Celebration this year. Chamber members will meet with the new company this week to further discuss the fireworks display. Jeff Reed also noted that the Chamber will work with David Patters, the Director of Public Works (DPW), for street closures.

To consider and possibly act to approve Street Closure Permit #25-01, BLCC. **Motion by Jamey Flaherty to approve Street Closure Permit #25-01 for the Balsam Lake Area Chamber of Commerce. Second by Kellie Flaherty. All in Favor. Carried.**

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To consider and possibly act to approve Amplified Device Permit #3102, BLCC. **Motion by Kellie Flaherty to approve Amplified Device Permit #3102 for the Balsam Lake Area Chamber of Commerce. Second by Len Manning. All in Favor. Carried.**

To consider and possibly act to approve Temporary Class B Beer Licenses #1188-1189, BLCC. **Motion by Len Manning to approve Temporary Class B Beer Licenses #1188-1189 for the Balsam Lake Area Chamber of Commerce. Second by Brian Nelson. All in Favor. Carried.**

Discussion and possible action regarding the use of Pine Park for the Suicide Awareness Walk. Lisa Murphy, Director of the Mental Health Task Force of Polk County, submitted a request to use of Pine Park for the Polk County Suicide Awareness Walk that takes place annually on the third Saturday of September. **Motion by Len Manning to approve granting the Mental Health Task Force of Polk County the use of Pine Park for the Polk County Suicide Awareness Walk that takes place annually on the third Saturday of September, now through 2030. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding landscape project, Peter Nelton. Peter Nelton was in attendance. It was noted by Peter Nelton, on the south side of the Village Hall, he would like to have shrubs removed to plant a Prairie Fire Flowering Crab Tree and two Karl Foerster Feather Reed Grasses. Peter stated the height of the flowering crab tree could reach 18 feet tall. Peter Nelton stated he would like to donate the tree and grass needed for the project if the Village Crew were willing to complete the project. The Village Board asked DPW what his thoughts were. David Patterson stated, the department would be willing to assist in planting said tree and ornamental grass. **Motion by Brian Nelson to approve removing shrubs on the south side of the Village Hall, accepting Peter Nelton's request to donate one Prairie Fire Flowering Crab Tree and two Karl Foerster Feather Reed Grasses and having the Village Public Works Department assist with the project. Second by Kellie Flaherty. All in Favor. Carried.** Peter Nelton also stated his interest in talking with the Village Board regarding the future development of Maple Leaf Park. Peter Nelton also stated that if the Village were interested, he would be willing to go 50/50 for the project engineering/design expenses of Maple Leaf Park. Kellie Flaherty stated the Parks Committee would set a meeting date to further discuss project ideas.

Discussion and possible action regarding Pine Park campsites & frisbee golf course, Chris Sondrol. Chris Sondrol was in attendance. Chris Sondrol thanked everyone who donated trees to the Pine Tree Donation Program. It was stated there were 27 trees that were planted and over 15 members of the community that came out to help plant trees. Chris Sondrol thanked the Village Crew for assisting with the tree planting setup. For next year, community members noted if the program was promoted earlier, more people might donate. Chris Sondrol stated there are some funds in the Village outlay accounts for recreation. Chris Sondrol noted he would like to come to the next Parks Committee meeting to further discuss the options for more electricity for campsites. Chris Sondrol also stated that he and a few others would like to donate time to improve the frisbee golf course in Pine Park. David Patterson, DPW stated he has been in contact with the Water Treatment Plant (WTP) contractor and said contractors need to repair the frisbee golf holes they destroyed as they were located outside of the project zone.

To consider and possibly act to approve Residential Rental License #25-220, 800 Cedar Island, Alejandra Anna Avendano. **Motion by Len Manning to review Residential Rental License Application #25-220, 800 Cedar Island at the June 2<sup>nd</sup> Village Board Meeting to further discuss application request with Alejandra Anna Avendano. Second by Brian Nelson. All in Favor. Carried.**

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To consider and possibly act to approve Resolution 2025-01, Discontinuing a portion of Old Courthouse Avenue. **Motion by Len Manning to approve Resolution 2025-01, Discontinuing a portion of Old Courthouse Avenue. Second by Kellie Flaherty. All in Favor. Carried.**

To consider and possibly act to approve Resolution 2025-02, Approving An All Hazard Mitigation Plan For The Village of Balsam Lake. Lisa McMahon was in attendance. Lisa McMahon introduced herself as the Polk County Emergency Management Coordinator. Lisa McMahon gave a presentation to the Village Board on the Polk County Emergency Management planning, prevention, mitigation and financial emergency relief that is available to municipalities. **Motion by Brina Nelson to approve Resolution 2025-02. Second by Corby Stark. All in Favor. Carried.**

To consider and possibly act to approve Resolution 2025-03, Establishing Fees for the Vacant Building Registration Program. **Motion by Len Manning to approve Resolution 2025-03, Establishing Fees for the Vacant Building Registration Program. Second by Kellie Flaherty. All in Favor. Carried.**

To consider and possibly act to delegate to or seek bids for Vacant Building Inspector. It was noted that the Village Zoning and Building Administrator would not do the Vacant Building Inspections for the Village of Balsam Lake. **Motion by Corby Stark to seek bids for hiring a Vacant Building Inspector. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action regarding proposed Ordinance changes for special exceptions for Zoning. **Motion by Kellie Flaherty to move the proposed Ordinance changes for special exceptions for Zoning to the June Village Board meeting. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding Raze Order at 201 2<sup>nd</sup> Avenue East. Debbie Schauer was in attendance. Debbie Schauer expressed great concern regarding the property conditions at 201 2<sup>nd</sup> Avenue East. Karl Aberle was in attendance. Karl Aberle stated that his mother purchased the property from Randy Stone. Karl Aberle stated that Aberle Construction Inc. has been cleaning the property out and is looking to remove the sheetrock, electrical, sewer, etc. down to the bones/foundation and rebuild the home. It was noted that at the time the property sold, Karl Aberle was not aware of the Raze Order on the home but did state that the owner disclosed that it was not habitable. Paul Mahler, the Village Attorney, was in attendance. Paul Mahler stated the Village has a few options. The Village Board could make preparations for the home to be demolished, and any expenses can be charged as a lien against the real estate and may be assessed and collected as a special charge. A second option, if necessary, may commence an action in circuit court against the owner seeking compliance with the raze order. Upon the judgment the Village Board can then make preparations for the home to be demolished, and any expenses can be charges as a lien against the real estate and may be assessed and collected as a special charge. A third option would be to grant the new property owner an additional 30 days to present the Village Board with a signed building contract with plans that include a timeline for completion and overall costs for construction. Karl Aberle stated he expects the repairs to be complete within the next 30-60 days. **Motion by Corby Stark to have Ben Campbell, issue a new raze order to the new property owner, as such will give the new property owner an additional 30 days to secure a signed construction agreement, full project plans, a timeline illustrating when the project shall be complete and as a good faith effort on the property owner, the property owner shall clean the yard making it clear of litter and trash. Second by Len Manning. All in Favor. Carried.**

Discussion and possible action regarding Raze Order at 411 Main Street. The property owner at 411 Main Street has failed to comply with the Raze Order. Paul Mahler stated the Village Has two options similar to 201 2<sup>nd</sup> Avenue East. David Patterson, DPW noted that based on prior interactions with the property owner,

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if the public works department were to do the work to remove the home, he recommends attaining permissions from a Judge. James Duncan Jr. was in attendance. He stated the similar sentiments as DPW, that the property owner has been difficult to work with in the past. It was also noted that the structure has been considered unsafe for the past 10 years, so given a few extra months to work through things through the court would be worth the extra security. **Motion by Len Manning to have the Village attorney commence an action in circuit court against the owner seeking compliance with the raze order. Second by Kellie Flaherty. All in Favor. Carried.**

Discussion and possible action regarding BLPRD Board request for easement from the Village Board for cameras at the boat launches for Balsam Lake Beach and Highway 46. Jack Weix was in attendance along with Bill Mork. It was stated by Jack Weix that based on data from the Clean Boats, Clean Waters (CBCW) program, the Town Bay and 46 Shore launches have been identified as the most heavily used access points. These two locations have therefore been prioritized for the proposed installation of I-LIDS (Internet Landing Installed Device Sensors) cameras. The BLPRD is seeking a multi-year easement- specifically, a 4-year renewable easement to allow for the installation of each I-LIDS unit, which includes a permanently mounted pole set in concrete along with protective bollards. I-LIDS is a self-contained, solar-powered system that helps mitigate the risk of AIS introduction through automated video inspection and educational messaging to boaters. These systems offer comprehensive suites of features including video inspection and audio education at the point of use, launch usage statistics and enforcement review support, remote access and system management, and positive reinforcement of AIS prevention best practices. Question was raised if the data would be used for enforcement purposes. An example was made that if a boater were to trailer the boat and drive up the landing to allow for other boater's use of the access, then remove the lake weeds, they could be potentially issued a ticket based while still respecting the efforts to maintain clean waters. Both Bill Mork and Jack Weix stated, if the Village granted permissions for I-LIDS, enforcement would not be done using the data it attained. This system would be strictly used for educational purposes and to cut back on CBCW working hours. James Duncan Jr. stated if the Village Board would not be able to grant an easement at Town Bay on the east side of the lot as that property belongs to the Church. It was also noted that others have been ticketed off the camera at the Bone Lake public access using the Boat Cleaning Station cameras. Kellie Flaherty posed the question if the Village Could grant a one-year easement on a trial basis. John Weix stated that would not work as the grant is for a four-year program. **Motion by Brian Nelson to approve granting the BLPRD a five year, non-renewable easement at Town Bay and the Highway 46 Boat Launch for I-LIDS being installed, pending the BLPRD presents the Village Board with a formal easement for review with proposed location descriptions listed, the inclusion of a potential dissolution, inclusion the BLPRD would be responsible for installation and for maintaining system, and data be sharable to the Village Board or BLCPD as needed.**

Discussion and possible action regarding Boat Cleaning Station agreements. **Motion by Brian Nelson to approve to approve the Boat Cleaning Station Agreements based on the Village Attorneys proposed changes. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding Resolution 2025-04, Easement Agreements and Privileges in Streets Permit Related to Balsam Lake Boat Launches. **Motion by Brian Nelson to approve Resolution 2025-04, a one-year Easement Agreement and Privileges in Streets Permit Related to Balsam Lake Boat Launches. Second by Kellie Flaherty. All in Favor. Carried.**

Public Works Director Report given by Director David Patterson.

Discussion and possible action regarding color selection for WTP. **Motion Corby Stark to approve the precast ceiling to be extra white with plastic ceiling paneling to be gray, CMU walls shall be extra white, the roof to**

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**be changed to onyx black to match more with a matte black and overall window blind options to be selected by the DPW. Second by Brian Nelson. All in Favor. Carried.**

Water Treatment Plant update. DPW, David Patterson stated construction is an estimated one month behind schedule. The contractor will be in the area to start working on the preparation for the of the backwash tank. DPW, David Patterson has been in contact with Bishop and the Polk County Highway department in preparation for one of the last sections of pipe to be installed. Lakeland Communication is working on moving a transformer and then the final section of water main will be ready to install. DPW, David Patterson also stated, repairs need to be done by the contractor in Pine Park for all the damage they did. They should be back to complete said repairs within the next few weeks. Tentative project completion is October-November 2025 with the Water Treatment Plant to be online by January 2026.

Discussion and possible action regarding Cross-Connection Control Compliance for Balsam Lake Estates. It was noted that the clerk received a phone call from the Balsam Lake Estates Office Manager. She stated that BL Estates is currently working with a contractor to develop plans for backflow prevention. She stated the project would be completed by fall 2025. **Motion by Corby Stark to grant BL Estates a 30 day extension, requesting that they submit detailed project plans and timelines for project completion to the Village Board to review at the June Board Meeting, in addition to notating in the letter upon failure to comply with request-the appropriate authorities with the WI DNR & PSC shall be notified. Second by Len Manning. All in Favor. Carried.**

To consider and possibly act to approve bid for clerk's office. **Motion by Kellie Flaherty to approve bid from Justin Duncan to install customer service counter and safety window for the Clerks Office for \$6,462.00. Second by Brian Nelson. All in Favor. Carried.** It was noted by James Duncan Jr. that funds can be utilized to pay for the project using the clerk outlay account, water & sewer accounts and the BLCPD building improvement fund.

Finance Committee report was given by Gary Johnson.

To consider and possibly act to approve April 30<sup>th</sup>, 2025 Treasurers Report. **Motion by Corby Stark to approve the April 30<sup>th</sup>, 2025, Treasurers Cash Report. Second by Kellie Flaherty. All in Favor. Carried.**

Building Permit Log Report was reviewed by the Village Board.

To consider and possibly act to set Village Committees. Len Manning inquired about the preliminary village trustee contact information. After further discussion, it was noted if trustees wanted to provide a new email address to the clerks office, their information would be updated. **Motion by Corby Stark to approve the Village Committees. Second by Jamey Flaherty. All in Favor. Carried.**

**May Meetings: Monday 19<sup>th</sup>, Water/Sewer/M&E Committee Meeting @ 5:00 p.m., Parks Committee Meeting @ 5:30p.m., Public Protection Committee Meeting @ 6:00 p.m.**

Board of Review Scheduled for Friday May 16<sup>th</sup>, 2025 from 10-12 p.m. Gary Johnson, Kellie Flaherty and Brian Nelson all stated that they would be willing to represent the village as members on the Board of Review Committee for 2025. Brian Nelson stated, he would complete the required training for BOR.

**Motion by Gary Johnson 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**

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**Purchasing Land, Proposed Engineering plan for property near Balsam Lake Beach, and Discussion and possible action regarding Old County Highway Property., & too into closed session pursuant to Wisconsin Statute 19.85 exemptions (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. CBDG Housing RLF Program. Second by Kellie Flaherty. All in Favor. Carried.**

**Motion by Corby Stark to go into open session. Second by Len Manning.**

No statement was made on any closed session items.

**Motin by Corby Stark to adjourn. Second by Brian Nelson. All in Favor. Carried. 8:48p.m.**

Amy VanDeBrake, Clerk Treasurer

Ann Ball, Deputy Clerk Treasure