

Village of Birchwood
101 N. Main Street
PO Box 6
Birchwood, WI 54817



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The **Regular Monthly Board of Trustees Meeting** of the Village of Birchwood was held on **Tuesday, December 28th, 2021, following the Plan Commission Committee meeting at 5:30 p.m.** at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817**

Join Zoom Meeting:
<https://us06web.zoom.us/j/89419114939?pwd=TTB5clBWQUVKVWxVbWg4TkRlSkZlUT09>

Meeting ID: 894 1911 4939

Passcode: 155304

Minutes

Call meeting to order (Meeting is recorded)

Pledge of Allegiance recited.

Roll call by Clerk- Present: R. Vangilder, P. Parkos, and M. Manning Absent: J. Depoister and B. Milligan

Public Notice: Posted at the Birchwood Post Office, Village Hall, Gary's Grocery and Village Website.

Police Report –None

Public Works Report –Tucker reported the new tires are working well on the loader. They are putting in a lot of time plowing. The sewer is running ok. Tucker doesn't feel the chemicals are the best but it's staying within it means. Tucker would like to try the other chemical and see how it would compare to the current one. He will order a small amount in Jan. to see how it works. Cumberland has had good results with the new chemical. The lift station revamp went well and is running smoothly. Teresa from MSA spoke on Wellhouse 1 regarding the minor revision. They are working with DNR for approval/permits before putting out for bids. She also discussed the possibility of the DNR requiring continuous chlorination. There is Covid money available for required upgrades. Teresa spoke about possible funding and grants available.

Committee Reports: None- Plan Committee will be discussed in item #6.

Citizen Comments on Agenda Items Only (Limit 3 minutes per person)

L. Zillmer stated she wanted to thank the Village for addressing item #9 on the agenda and was in favor of the write-offs. She is glad to see this is being done. Regarding item #11, she is wondering if this is a regular year contract or if it includes, assessing and re-evaluations or combining lots. LZ voiced concerns over combining lots in the Village. She also feels item #7 needs to be brought before the plan/ordinance committees prior to the Board.

Correspondence: None

Discussion/Action Items (No public comments allowed):

1. Current agenda- Motion by Manning, 2nd by Parkos to approve current agenda with item #4 being tabled. Carried 3-0
2. Approve Meeting Minutes
 - a. Regular Board of Trustees November 16th, 2021, Minutes- Motion by Manning 2nd by Parkos to approve. Carried 3-0
 - b. Budget Hearing Meeting Minutes from December 7th, 2021 -Motion by Parkos 2nd by VanGilder to approve. Carried 3-0
 - c. Special Board of Trustee Meeting Minutes from December 7th, 2021 -Tabled until next month.
3. Financials
 - a. September, October, and November 2021 Bills, Payroll, and acceptance of Treasurer's Reports- Motion by VanGilder 2nd by Manning to approve. Carried 3-0
4. Dollar General - Tabled
 - a. Variance to go to public hearing to allow constructing of Dollar General and to reduce the number of parking stalls required.

The meeting is open to the public and is handicapped accessible.

Agendas are posted in three public places which are the Village Hall, Gary's Grocery and Birchwood United States Postal Service Office notice boards, and on the village website www.birchwoodvillagewi.com to comply with Resolution 175-15.



5. East Hills Subdivision
 - a. Newsletter by realtor-Copies distributed to the board
 - b. Sale Price Discrepancy on Lot 3, 4, 5, 10- A. Beffa discussed discrepancies that were found on the special assessment spreadsheet for the prices of these lots. A copy with the corrected prices was given out to the board members. There was approximately a \$3000.00 difference. Motion by Manning 2nd by Parkos to adjust the prices on the above lots in the East Hills Subdivision to reflect the correct prices and give those amounts to the realtor. Carried 3-0
 - c. Offers (if any)- A. Beffa discussed her conversation with Deanna. There is concern over the covenant. The realtor is wondering if there is room for discussion on the prices, etc. The board would like Deanna to bring any bids she gets to the board for discussion. No offers at this time.
6. Tax Increment Financial District
 - a. Review and possible action on TID #1 and/or TID #2. Manning discussed the Plan Commission's recommendation to obtain an attorney to contact ICAA regarding the possible \$25,000-\$30,000 that was not collected from them for "payment in lieu of taxes." They originally started paying us and then stopped. Motion by Manning, 2nd by VanGilder to obtain an attorney to try and collect the above monies. Carried 3-0
7. ATV/UTV Route Changes
 - a. Request by Kelly Ingersoll to open Wise Rd/County Road D from Hinman Drive to County Rd DD to ATV/UTVs-Manning said his understanding is that because of the speed limit on this section of road the County has the ability to open this, not the Village. Ingersoll stated that the other townships (Edgewater and Birchwood) seem to be in favor of this and tabled it at their meetings. The local club is in favor of opening this section. Ingersoll discussed local and county support for ATV/UTV traffic from a recent survey that was sent out. A. Beffa believes the purpose of this agenda item is to discuss if the Village would be in favor or opposed to opening the road. LZ gave input regarding the process between the Village and County. She doesn't feel the Village can make a recommendation on this tonight. Vangilder stated that the Board is not approving anything tonight, they are just saying they don't oppose it. VanGilder, Parkos, and Manning are not opposed to opening the road. No action needs to be taken on this.
8. Wisconsin Election Workers: A Special BOT meeting will be held on December 29th at 5:30 pm to set the date for the 2022 Caucus. This was posted on our website at 4:45 pm on December 28th, along with Gary's Grocery and the Village Hall.
 - a. 2022 Poll Workers: Motion by VanGilder 2nd by Parkos to approve the 2022 Poll workers listed below. Carried 3-0
 - i. Carol Wanz
 - ii. Bobbette Robotka
 - iii. Virginia Hurckman
 - iv. Karen Hayes
 - v. Morgan Small
 - vi. Becky Darkow
 - b. 2022 Chief Inspectors: Motion by VanGilder 2nd by Manning to approve the Chief Inspectors listed below. Carried 3-0
 - i. Heidi Hayes
 - ii. Stacie Small
9. Write off invoice balances: Motion by Manning 2nd by Parkos to approve the write offs listed below. Carried 3-0
 - a. Ronald Whitwan
 - i. Doolittle Park Electric late fee \$0.81 invoiced in 2021
 - b. Easy Home
 - i. \$10.50 tax inquiry invoiced in 2020
 - c. Republic Services
 - i. \$11.70 late charge for additional mailings sent per Romack

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10. Horton Insurance

- a. A. Beffa discussed the proposed changes to the policy and the benefits to the Village for the increased coverage. The Village budgeted for a 10% increase and the actual increase is 3-4%. Manning questioned the Auto Underinsured motorist's policy. Nate (agent) was called to clarify this part of the policy -which just shows what coverage is available. Nate stated that this coverage (1 million) was included in the price quoted. Cyber liability is also included in the quoted price. Motion by Manning 2nd by Parkos to accept Glatfelter 2022 Municipal Insurance Quote. Carried 3-0

11. Owen Assessment

- a. 2022 Contract for Assessment Services Between Village of Birchwood and Owen Assessing, WI -Motion by Manning 2nd by VanGilder to approve the contract for Owen Assessing excluding combining parcels. Carried 3-0

12. PSC-Standby Water Service-Schedule Sws-1

- a. Charge for lot or equivalent parcel with water system facilities available but not connected to water services. -Beffa discussed the PSC tariff and the verbiage under this schedule in regard to vacant lots. Teresa explained that this was probably put in the tariff to create revenue for the water service. Beffa and Teresa discussed the importance of acting on the rate increase as soon as possible.

13. Adjournment: Motion by Manning 2nd by Parkos to adjourn. Carried 3-0

APPROVED

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