

Village of Birchwood  
101 N. Main Street  
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Birchwood, WI 54817



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The **Public Budget Hearing** of the Village of Birchwood  
was held on **Thursday, November 17th, 2022**  
at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817**

### MINUTES

Call meeting to order (Meeting is recorded)

Pledge of Allegiance: Recited

Roll call by Clerk: Present: R. VanGilder, B. Boatman, S. Milligan- Absent: P. Parkos, B. Milligan

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

#### **Discussion/Action Items:Public Comments as allowed by Village President**

1. Current agenda
  - a. Approve current agenda November 17th, 2022- Motion by Boatman, 2<sup>nd</sup> by Milligan to approve. Carried 3-0
2. Municipal Insurance: Beffa gave overview of insurance differences between Horton and Spectrum Insurance Companies such as Cyber insurance and deductibles. The Spectrum quote was around \$4000 less. Spectrum has 24/7 nurse access and dividend available. We didn't receive our dividend from Horton last year due to a miscommunication with the agent. Beffa recommended switching to Spectrum insurance. Hayes asked if the Village insurance covers the Museum. He states that the Historical Society carries insurance on it. Beffa stated she did not see coverage for this in the quote. Motion by VanGilder 2<sup>nd</sup> by Boatman to approve going with Spectrum. Carried 3-0
3. S & K Land lease
  - a. Discuss and approve current and past due annual lease amount-VanGilder stated there is a verbal agreement that is being reviewed by their attorney. Our attorney will review when we receive it. It will be on the BOT meeting for the public comment before being approved. VanGilder gave an overview of the past agreement that is currently expired. From 2009/2015 the amount owed was \$5250. From 2015-2022 \$500/year. 2023/2025 = \$1000/year. The total of the current and next 3 years would be \$8250. The agreement is for them to pay \$2750.00 for the next 3 years which would cover back fees and current rent through 2025. The contract will be renegotiated in 3 years. Hayes asked what area this covers. VanGilder stated it will be specified in the agreement. He also asked S & K to clean this area up. Beffa will send out a notice to property owners prior to the meeting where this will be discussed.
4. Birchwood Four Corners Emergency Services District
  - a. Approve 2023 BFCESD Budget and Assessments for Fire Dept and Ambulance Services Resolution #227-22-VanGilder said the amounts are exactly what's listed on the budget. Zillmer requested the Board include the dollar amounts in their motion. Motion by VanGilder 2<sup>nd</sup> by Boatman to approve Resolution #227-22 for the 2023 Fire Dept Assessment in the amount of

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\$6497.09 and the 2023 Ambulance Service Assessment in the amount of \$37,097.89. Carried 3-0.

5. 2022 Employee vacation carryover request- Motion by Boatman, 2<sup>nd</sup> by Milligan to approve below requests. Carried 3-0
  - a. Melissa Warner-request 33 hours to be carried over to 2023
  - b. Tucker Fee-request 40 hours to be carried over to 2023
  - c. Ronald Strand-request 40 hours to be carried over to 2023
6. Village Fee Schedule
  - a. Review of current Village Fee Schedule and make changes necessary- Beffa went over the current fee schedule and voiced concern that certain items do not cover the cost incurred by the Village. Clerk requests changes listed below. Motion by VanGilder 2<sup>nd</sup> by Boatman to approve the changes listed below. Carried 3-0
    1. Liquor license-Change administration fee from \$10 to \$25
    2. Publication fee for license-Change from \$10 to actual cost
    3. Tax information request-no change
    4. Special Assessment letter-no change + any additional cost
    5. Certified Survey Map Review-\$25 per application plus any additional fees that apply- such as legal fees.
    6. Add fee for Public Hearing of \$500.
    7. Add fee for Special BOT meeting of \$500
    8. Sign permit-Depends on where, what kind, etc. Increase from \$5 to \$25 for anything over 2 ft by 2 ft per application.
7. Debt Financing- Beffa discussed Strands request to change the plow purchase for the truck to be the same as the other plow. If they are interchangeable, this will be a help to the Village. L & L estimate for Edenharter was around \$24,000. Monarch's estimate was less than expected, but Strand would still like to request the \$75,000 to make sure we are covered. This will be put out on bids. VanGilder referenced the removal of the plow from the 2022 F250 quote and replacing it with the Boss Plow Ins 9-2. Zillmer stated item #9 needs to be discussed before #8. She is concerned about the BFCESD Building amount and the squad. She feels there was money set aside during previous years for these items so is concerned why they are being financed. VanGilder stated the squad funds ended up being used for other items. Beffa stated there was overspending this year which was discussed at previous meetings. Beffa said the budget was more detailed this year than prior years and we are working to be better with the budget. Zillmer voiced concern over last year's levy. Beffa stated that was due to the TID. These properties have since sold.
  - a. Approve financing through Dairy State Bank for the following:
    - i. Edenharter Road \$75,000, 10-year term, 4.95% (Subject to Public bids)
    - ii. BFCESD Building \$75,472, 10-year term, 4.95%-Motion by VanGilder, 2<sup>nd</sup> by Milligan to approve. Carried 3-0
    - iii. Purchase of 2023 Chevy Tahoe Police Squad \$55,000, 3-year term, 4.50%-Motion by VanGilder 2<sup>nd</sup> by Boatman to approve. Carried 3-0
    - iv. Purchase of 2022 F250 Municipal Truck \$43,000, 3-year term, 4.50%-Motion by VanGilder, 2<sup>nd</sup> by Milligan to approve. Carried 3-0
    - v. Purchase of Boss Plow Inst 9-2 DXT Steel and remove old from F350 Municipal Truck \$8,550, 3-year term, 4.50%- Motion by VanGilder, 2<sup>nd</sup> by Boatman. Carried 3-0

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- vi. Purchase of Boss Plow Inst 9-2 DXT Steel new F250 Municipal Truck \$8,300, 3-year term, 4.50%-Motion by VanGilder, 2<sup>nd</sup> by Milligan to approve. Carried 3-0
  - vii. Birchwood Welcome Sign \$5,600, 3-year term, 4.50%-Motion by VanGilder, 2<sup>nd</sup> by Boatman to approve. Carried 3-0
  - viii. Bluegill Fish Landscaping \$2,900, 3-year term, 4.50%-Motion by VanGilder, 2<sup>nd</sup> by Boatman to approve. Carried 3-0
  - ix. New Country Clipper XLT \$5,995, 3-year term, 4.50%-Motion by VanGilder, 2<sup>nd</sup> by Milligan to approve. Carried 3-0
  - x. New LS Rotary Broom for LS Tractor \$4,695, 3-year term, 4.50%-Motion by VanGilder, 2<sup>nd</sup> by Boatman to approve. Carried 3-0
8. 2022 Municipal Levy-Will be approved at BOT meeting-Proposed Tax levy of \$128,078. Previous agenda items were adjusted which will leave the levy at that amount. Beffa gave an alternative proposal that would lower the levy if items were allocated to other departments. Doing this would lower the proposed tax levy to \$116,814. Zillmer stated she didn't see this on the public notice. VanGilder asked for clarification on how this proposal would work. Beffa gave an overview of how we would split the debt between the different departments (general, water, and sewer) that are using the equipment, etc. Beffa stated the water department is doing good, but we have some big projects coming up that will affect this. Motion by Boatman, 2<sup>nd</sup> by Milligan to lower the levy to \$116,814 by allocating the debt to the appropriate departments. Carried 3-0 Beffa will change the levy through allocations.
9. 2023 Budget
- a. Update and balance proposed budget based on approved agreements and other applicable changes. (Note: The Budget Worksheet will be visible, and changes will be applied.) Zillmer voiced concern over the following items: Village President compensation, Village employee raises. She recommends the Trustees and Presidents wages should be left as they were. Election Clerks should keep their training hours and be paid at \$15. Cost of living should be 6% instead of 10% for employees. Beffa stated there was notice of closed session regarding wages and meeting minutes reflect this. Village President wages were also discussed during the Budget Workshop. Beffa stated VanGilder is working on things outside of the regular Board meetings. This was discussed at the October 25<sup>th</sup>, 2022, meeting and approved. The revised sheet discusses the insurance difference. There is an increase in Doolittle Park maintenance to reflect the savings.
10. Adjournment-Motion by Boatman 2<sup>nd</sup> by Milligan to adjourn. Carried 3-0

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