



The **Public Hearing and Regular Monthly Board of Trustees Meeting** of the Village of Birchwood was held on **Thursday, December 21st, 2023, 5:30p.m.** at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817**

MINUTES

Call meeting to order (Meeting is recorded-recording had excess static)

Pledge of Allegiance: Recited

Roll call by VanGilder- Present- R. VanGilder, B. Boatman, S. Milligan, T. LeBrocq, Absent:-R. Seffinga.

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

-Monthly Law Enforcement Report: November update on Police work-Recording was inaudible

- Public Works Report -November report on Sewer, Water, Streets, and Parks-Strand finished rip rap and other projects at Doolittle. Equipment is ready for winter and he has obtained different sand. Strand is working on updating the streets/lights/etc. on Diamond Maps. The hall furnace quit and lost around 400 gallons of LP. Strand discussed the Village Hall/garage and thermostat settings. Fee had the heater at the well house replaced by Meyer Electric. Sewer plant is doing well.

- BFCESD-Update-VanGilder spoke with fire department. The BFCESD is checking with their insurance company to see if they can cap off the hydrant behind the building- because they don't plan on using it.

Correspondence – Zillmer sent an email regarding her displeasure with the Board-so VanGilder allowed her 3 minutes to comment on agenda items. She voiced concern over several agenda items. #9 concerns-VanGilder informed Zillmer that this item was being tabled. LZ voiced concern over #10b the Village website and is opposed to item #16.

Discussion/Action Items (No public comments allowed):

1. Current agenda
 - a. Agenda #9 will be tabled until a later date. Motion by VanGilder 2nd by Boatman to approve current agenda with #9 being tabled. Carried 4-0
2. Open Public Hearing for Public Comments on Updated Village of Birchwood Comprehensive Plan 2023-2043-Zillmer asked the Board to make sure all changes were made by NWRP. She voiced concern that the plan was not put on the Village website. LZ inquired about the Land-use map, zoning and lots listed as unimproved. Linda stated that lots on W. Elm were going to be rezoned. Emily (NWRP) responded that the maps were updated. VanGilder replied that the Plan Commission voted not to change the zoning on W. Elm. Zillmer questioned the process of adopting the new plan. VanGilder asked for additional comments or concerns. None noted.
3. Motion by VanGilder, 2nd by Milligan to Close Public Hearing. Carried 4-0
4. VanGilder opened the regular BOT meeting.
5. Motion by VanGilder 2nd by Boatman to approve the adoption of the updated Village of Birchwood Comprehensive Plan.-Resolution 240-23- Carried 4-0. VanGilder explained that the Plan Commission put a lot of work into the Comprehensive Plan. He also added that other than Linda Zillmer, there were no residents that showed up for any of the meetings or expressed any comments or concerns over updating the plan. VanGilder thanked the Commission and BOT members for their time and efforts in updating the Comprehensive Plan. Milligan stated he felt the Plan Commission worked hard on this over the last few months and made appropriate changes. Zillmer again voiced concern over the zoning on W. Elm.

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

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- VanGilder reiterated that the decision of the Plan Commission stands. VanGilder also thanked Emily (NWRP) for all the time and effort she put into this project.
6. Motion by VanGilder 2nd by Milligan to approve Meeting Minutes-November 16, 2023- Budget Hearing and Regular Board of Trustee meeting minutes. Carried 4-0
 7. Approve Treasurer's Reports
 - a. Motion by VanGilder, 2nd by Milligan to approve November 2023 treasurer report. Carried 4-0
 8. Doolittle Park camping fees.
 - a. Motion by Boatman, 2nd by Milligan to increase monthly camping fees from \$680 to \$690 which will include electric. Carried 4-0
 9. Tabled-Adopt 2024 Tax Incremental Expenditures (Public Comments Allowed)-
 - a. Adopt 2024 expenditures (assessment, zoning, administrative wages, and economic developments.)
 10. 2024 Contracts
 - a. NWRPC Comprehensive Outdoor Recreation Plan-VanGilder stated the \$8500 to complete this was not budgeted for. He questioned if we really need this. Motion by VanGilder, 2nd by Boatman to pass on the contract for this year and revisit during the 2025 budget talks. Carried 4-0.
 - b. Raney Day Web Administration-All agreed the website needs updating. The Village is currently grandfathered in at the lower rate for the annual fee. Motion by VanGilder, 2nd by Milligan to approve the Raney Day Web Administration contract. Carried 4-0
 11. Furnace Replacement
 - a. Discuss possible furnace replacement and proposals.-The fire department had to be dispatched to the Village Hall due to a gas smell and CO2. Paul's Sheet Metal confirmed that the furnace needed to be replaced. VanGilder informed the Board that the furnace replacement was approved earlier in the year, but that we were trying to get 1 more heating season out of it. Michael Lehnert's bid was approved last summer- but increased by \$200 to \$5700. Lehnert suggested the Village have Paul's Sheet Metal install the furnace because he did not have one available. Paul's installed a furnace the next day for \$5800.
 12. BFCESD-Ken George
 - a. Request to do a controlled burn for training purposes (to comply with Village ordinances)- Location: brush pile behind (south) of Rurup Metal Fab. Motion by VanGilder, 2nd by Milligan to approve the controlled burn as soon as snow pack is on the ground. Carried 4-0.
 13. Motion by Boatman 2nd by Milligan to set Caucus Date- 2024 for Jan 9th,2024. Carried 4-0.
 14. Plan Commission Committee Member
 - a. Clint Gargulak voluntarily stepped down for the remainder of his Plan Commission Committee member's term of December 21st through April 30th, 2026. Village President to appoint new committee member. VanGilder nominated Paul Parkos to take Clint Gargulak's place on the Plan Commission. 2nd by Milligan. Carried 4-0
 15. Wisconsin Election Workers for 2024-2025 Term-Motion by Boatman 2nd by Milligan to approve the following : Carried 4-0
 - a. 2024 Poll workers
 - i. Mary Kupper
 - ii. Joan Labahn

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Village of Birchwood
101 N. Main Street
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"The Bluegill Capitol of Wisconsin"

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- iii. Carol Wainz
 - iv. Bobbette Robotka
 - v. Karen Hayes
 - vi. Becky Darkow
 - vii. Mary Walters-
- b. 2024 Chief Inspector-Motion by Boatman, 2nd by Milligan to approve the following. Carried 4-0
- i. Mary Kupper
 - ii. Joan Labahn
16. Approve opening/closing roads for ATV/UTV use.-VanGilder stated that this is the 3rd year this has been before the BOT. VanGilder presented a map showing the proposed route. The County will only agree to open these if the Town of Birchwood opens their section as well. The benefit of this is for additional access to the Village and businesses.
- a. Motion by Milligan, 2nd by VanGilder to open Wise Road/County Road D from Hinman Dr. to County Road DD to the furthest Northern point of the Village boundary for ATV/UTV use. Carried 4-0
 - b. Motion by Milligan, 2nd by VanGilder to open Wise Road/County Road D from Hinman Dr to County Rd D to the furthest Northern point of the Village boundary for ATV/UTV use. Carried 4-0
 - c. VanGilder presented a map to show the area being discussed. The State requested this to be closed in order to reroute ATV/UTV traffic to the legal crossing by Paul's Pizza Den. Motion by VanGilder, 2nd by Milligan to close N. White Street to UTV/ATV use. Carried 4-0
17. Closed Session-None
- a. Pursuant to 19.85 (1)C and 19.85 (1) (b) WI statute which, if discussed publicly, would likely have a substantial adverse effect upon the reputation of any person (s) referred to in such data.
18. Open Session (if applicable)-None
- a. Matters discussed in closed session.
19. Adjournment-Motion by Boatman 2nd by Milligan to adjourn. Carried 4-0

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