

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 **Monday, February 13th, 2023**
at **5:00 pm**
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: R. VanGilder, B. Boatman, S. Milligan, P. Parkos by Zoom. Absent: B. Milligan

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

-Police Monthly Report: January report- None

- Public Works Report -January report on Sewer, Water, Streets, and Parks-Tucker gave report. Snow has tapered off. They've been pushing back banks and scraping slush. The new mower and sweeper are in. Sewer plant is going well. He had to adjust the chemicals last week and is wondering if something got dumped last week. Plocharski had a sewer issue which was fixed by L & L this week. We've had no freeze-ups this year.

- BFCESD-Update on construction of new station-Dan reported that the they've been making progress on the building. They've made a few changes such as canopies for the doors and partitions to the meeting room. Epoxy will be used on the floors. The Jon Sleik Memorial Golf Tournament will be held on May 21st at Tagalong.

Correspondence – Scott Roppe-Charles Barkley-Brian Beffa regarding standby/back bill water charges.

Citizen Comments on Agenda Items Only (Limit 3 minutes per person)- Bob Hayes feels some people are getting charged for standby charges that shouldn't be. He thinks some lots are ½ lots and should not be charged. VanGilder stated that a lot of these lots are being combined in 2023 and they won't be charged again. A. Beffa said that all complaints are being looked into individually and handled appropriately. The office has worked with anyone that has had concerns with the standby/ back bill process.

Discussion/Action Items (No public comments allowed):

1. Current agenda
 - a. Motion by Boatman, 2nd by S. Milligan to approve current agenda February 13th, 2023.
Carried 4-0
2. Approve Meeting Minutes
 - a. Motion by Boatman, 2nd by S. Milligan to approve the regular Board of Trustee meeting minutes-January 10th, 2023. Carried 4-0
 - b. Motion by Boatman, 2nd by S. Milligan to approve the Caucus minutes January 17th, 2023.
Carried 4-0
3. Financials

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

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- a. Motion by VanGilder, 2nd by S. Milligan to approve Bills, Payroll, and acceptance of Treasurer's Reports-January 2023. Carried 4-0
4. Republic Services-Jim Whittinghill gave the background and history of Republic.
 - a. Village garbage service-Whittinghill stated that the Village is in very good hands with Republic. Republic appreciates the Village's business.
 - b. Whittinghill addressed resident concerns regarding garbage pick-up during inclement weather, etc. He stated when there are multiple days with inclement weather, it is very hard to add another day for pick up. Jim said they don't want to compromise anyone's safety. Boatman asked if there was a way to do mass notifications to residents. Beffa asked if her number could be used in the event of an emergency.
5. Wellhouse Corrosion Control and Water Tower Rehab Project -Nick gave an update on the contract amendment. The previous cost given to the Village was actually less than the cost that MSA incurred.
 - a. MSA Well 1 Corrosion Control letter and proposed contract amendment, initially presented in January. Motion by VanGilder, 2nd by S. Milligan to approve the project for the Village Corrosion Control Treatment Design Bidding and Construction services with MSA for \$11250. Carried 4-0
6. Water Tower Rehab Project
 - a. Project Status Update-Nate (MSA)
 - i. MSA has begun work on the grant application. MSA team has begun the funding process.
 - ii. MSA is working with KLM on the review of the specifications. -MSA to meet with Tucker.
 - iii. MSA is planning to meet with Tucker for a water tower site visit & discussion.
 - b. Upcoming Items for Consideration
 - i. The color, color scheme, and lettering of the water tower will require decisions at future date. Question for the Board, "Should discussions regarding this from MSA be made to the board, to a committee, or other designee of the board?" VanGilder stated that the Board will be making the decisions.
 - ii. Before the safe drinking water loan is closed and funds from the SDWLP are available to the Village, the Village want to consider how they want to finance interim invoices, whether the Village will want to secure interim financing elsewhere or utilize current Village funds. Nate reiterated that he didn't see any reason why the Village wouldn't receive a loan. He also feels the Village has a good chance of getting a grant.
7. Village PSC tariff-Standby and Back bill Charges
 - a. Update on process-Beffa informed the Board that Melissa has been working with Joe Atwood on concerns regarding buildable lots. These are being handled on a case-by-case basis. Melissa has been adjusting the bills accordingly. Payment arrangements are being set up for customers who need additional help. Beffa is working with the insurance companies regarding the claim against the municipal clerk's bond for the billing error.
 - b. Board to act upon Charles Barkley's appeal regarding Zoning Administrator's decision on buildable lots for 400 S. Vance Street -Tax IDs with Standby/Back bill are 28957/28955.

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- Motion by VanGilder, 2nd by Boatman to send to Board of Appeals Charles Barkley's appeal of the zoning administrators' decision. Carried 4-0.
8. New Alcohol Beverage License Application- (February 14th, 2023- June 30th, 2023) S. Milligan abstained from voting. Motion by Parkos, 2nd by VanGilder to approve "Class C" Wine license for Bakery & Coffee House LLC-Agent: Bridget A. Milligan. Carried 3-0
 9. Operator's License- (Effective Feb-14th, 2023 through June 30th, 2023-S. Milligan abstained from voting.
 - a. Bakery & Coffee House LLC-primary place of employment
 - i. Motion by Boatman, 2nd by Parkos to approve Bridget A Milligan operator's license. Carried 3-0.
 10. S & K Lease Agreement-VanGilder has not heard back regarding how many satellites. Hayes asked about the need for a port a potty. VanGilder will check into this. No action taken.
 - a. S&K TV Systems to lease the land on the west end of the parcel where the Village water tower is presently located for three years for the purpose of constructing a TV antenna tower together with necessary satellite antennas and equipment or structures necessary for the operation of the Birchwood Cable TV System.
 11. Closed session (if applicable)- 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.
 12. Open Session (if applicable)- None
 - a. Matters discussed in closed session.
 13. Adjournment-Motion by Parkos 2nd by S. Milligan to adjourn. Carried 4-0

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