



**The Regular Monthly Board of Trustees Meeting of the Village of Birchwood
was held on Tuesday, July 8, 2025, at 5:30 pm
at the Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817**

MINUTES

Pledge of Allegiance-Recited

Roll call by Clerk: Present--R. VanGilder, B. Darkow, T. LeBrocq. Absent—P. Parkos and R. Seffinga

Public Notice: Posted at the Birchwood Post Office, Village Hall, Pioneer Market & Deli, Village Website

AGENDA ITEMS:

1. Call Regular Board of Trustees Monthly Meeting to Order
2. Public Comments on Agenda Items Only (Limit 3 Minutes)-Linda Zillmer requested a discussion on the Tuscobia Trail be added to the next agenda. Zillmer is opposed to item #7a and b. Zillmer suggested charging more fees at Doolittle Park to increase revenue. Tim Schroeder requested a discussion on grass clippings be added to the next agenda.
3. Motion by VanGilder 2nd by Darkow to approve current agenda. Carried 3-0
4. Meeting Minutes-
 - a. Motion by VanGilder, 2nd by LeBrocq to approve minutes from June 10, 2025 -Regular Board of Trustee meeting. Carried 3-0
5. Finances
 - a. Motion by VanGilder, 2nd by Darkow to approve June 2025 financial reports. Carried 3-0.
6. Department and Committee Reports
 - a. Department Reports
 - i. Law Enforcement - None
 - ii. Public Works- Strand reported. Brush pile has been burned. A stop sign was installed at Algoma and E. Park. Slow wake signs put in. Parking issues at 213 Hinman addressed. Continued Village maintenance. Strand filled in for Fee and was called in for lift station issues. Strand will follow up on tree removal. Clutch needs adjusting on the black truck. Fee reported - Issue with sewer plant addressed. Fee will order more chemicals for well. DNR reports have been finalized. Fee is working on getting rid of weeds in the sewer ponds. Fee is continuing to work on credits for DNR.
 - b. Committee Reports
 - i. BFCESD-VanGilder reported the golf outing was a success. They raised about \$20,000 to put towards the new ambulance.
7. Ordinance Amendment
 - a. Motion by Darkow, 2nd by LeBrocq to approve Ordinance Amendment 15-2025 Standby Sewer Service. Carried 3-0.
 - i. VanGilder explained that Public Works recommended implementing the charge. The owner of each lot or equivalent parcel of land shall pay a charge for sewer facilities

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

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available but not connected. This is the same concept as the Standby water charge. LeBrocq stated that he felt the Village needs to do this to help offset the sewer rate increase. The DOA has given the Village an extension until January 1st, 2026, to complete the changes. Beffa added that the fee will be determined during the Sewer Rate case study. Beffa explained that a lot needs to be buildable and fronted by a sewer line in order to be assessed the standby charge.

b. Ordinance Amendment 16-2025 Vacant Building Registration Program

The purpose and intent of this ordinance is to prevent the blighting influence and nuisances caused by residential and commercial structures that are condemned, abandoned, or vacant and to ensure the integrity of our community's health, safety, welfare, and value. Darkow voiced concern over attorney fees the Village will incur to enforce this. VanGilder explained that after notice is given, if they don't comply, there will be a surcharge assessed. Beffa added that this fee can be added to their taxes or put on as a lien. VanGilder added that this is a way to encourage people to take care of their property. Motion by LeBrocq, 2nd by Darkow to approve Ordinance Amendment 16-2025 Vacant Building Registration Program. Carried 3-0. Motion Rescinded (see below)

8. Municipal Rates

a. Discuss rates for Vacant Building Registration Program. VanGilder suggested charging \$2000. Beffa explained that the initial registration is free. This gives them 12 months to comply. Darkow voiced concern over the verbiage in the Ordinance Amendment that may allow a loophole. Darkow also questioned other items in the Amendment and asked that changes be made. Motion by VanGilder, 2nd by Darkow to rescind the motion above to approve Amendment 16-2025 and table it until next month. Carried 3-0. Changes will be made to the Ordinance Amendment and fee schedule before the next meeting.

9. S & K TV

a. Discussion and possible action on upcoming contract renewal effective Jan 1, 2026. Darkow suggested leaving the rate the same as the current contract. Motion by Darkow 2nd by LeBrocq to approve contract as it stands for the term of 3 years. Carried 3-0.

10. Operator's License Approval-Adam completed background checks.

- a. Motion by VanGilder, 2nd by LeBrocq to approve Cathy Hallstrom-Paul's Pizza Den-Regular License. Carried 3-0.
- b. Motion by VanGilder, 2nd by Darkow to approve Jerry Kramer-Blue Gill Fest—Temp License-July 18th, 2025-July 20,2025. Carried 3-0.
- c. Motion by VanGilder, 2nd by LeBrocq to approve Jordan Clark-Blue Gill Fest—Temp License-July 18th, 2025-July 20,2025. Carried 3-0.
- d. Motion by VanGilder, 2nd by Darkow to approve Carrie Schnacky-Blue Gill Fest—Temp License- July 18th, 2025-July 20,2025. Carried 3-0
- e. Motion by VanGilder, 2nd by LeBrocq to approve Kari Jezierski-Dollar General-Regular license. Carried 3-0.

11. Adjournment- Motion by LeBrocq 2nd by Darkow to adjourn. Carried 3-0.

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