

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  
will be held on **Tuesday, March 14<sup>th</sup>, 2023,**  
**at 6:00 pm**  
at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817**

### AGENDA

Call meeting to order (Meeting is recorded)

Pledge of Allegiance

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

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

-Police Monthly Report: February report

- Public Works Report -February report on Sewer, Water, Streets, and Parks

- BFCESD-Update on construction of new station

Correspondence –

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

#### **Discussion/Action Items (No public comments allowed):**

1. Current agenda
  - a. Approve current agenda March 14<sup>th</sup>, 2023.
2. Approve Meeting Minutes
  - a. Regular Board of Trustee meeting minutes-February 13<sup>th</sup>, 2023.
3. Financials
  - a. Approve Bills, Payroll, and acceptance of Treasurer's Reports-February 2023
4. Wellhouse Corrosion Control and Water Tower Rehab Project
  - a. Bidding schedule for Wellhouse Corrosion Control project
5. Water Tower Rehab Project
  - a. Project Status Update
  - b. Upcoming Items for Consideration
    - i. The color, color scheme, and lettering of the water tower.
6. S & K Lease Agreement-Updated contract
  - 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.
7. PSC -Water and Sewer
  - a. Possible change in overdue utility balance procedures-Disconnect water services vs. assess tax roll in lieu of disconnection.
  - b. Approval of updated Disconnection Notice (dependent on 7a. motion).
  - c. Chuck Barkley-Standby Charges

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

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- i. Scott Hayes to speak on Chuck Barkley's standby water charge back bill and ongoing charges.
      - ii. Determine separating back bill and ongoing charges; create and put on property owner account.
    - d. Standby Water Charges - Ongoing
      - i. Determine if charges be separated; create and put on property owner account.
        1. Renters vs owners
        2. Water shutoffs
8. Appoint new Planning Commission Committee Member
  - a. New chair member to be appointed due to Chuck Barkley resigning.
9. Revised Fee Schedule
  - a. Changes made to reflect new application fees and bulk publication fees.
10. Hall Rental/Use
  - a. Door code
  - b. Deposit or fee to use hall. (Currently not charging).
  - c. Permitted uses
  - d. Approve updated agreement form with changes, if applicable.
11. Doolittle Park Pavilion Contract
  - a. Review and approve contract-conditions per Parks Committee recommendation.
12. 2023 Office Closed Holiday Schedule
  - a. Approve schedule.
13. Clean Up Day
  - a. Approve date-April 29, 2023 for refuse only
  - b. Approve date – September 16<sup>th</sup>, 2023for refuse and recycle
  - c. Use Republic Services for Spring Clean Up and agree to rates quoted in March 9<sup>th</sup>, 2023 email.
14. Clerk-Treasure's Continued Education
  - a. Ashley Beffa request to become a Certified Municipal Treasurer of Wisconsin
  - b. Ashley Beffa request to become a Certified Municipal Clerk of Wisconsin
15. Sick Leave Donation
  - a. Request from Ron Strand to donate/transfer 32 hours of sick leave to Melissa Warner.
16. Closed session – 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.
  - a. Employee request to use sick leave in advance of accumulation, if needed.
  - b. Insurance claim on stand by water charge
17. Open Session -
  - a. Matters discussed in closed session.
18. Adjournment

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