

Village of Birchwood
101 N. Main Street
PO Box 6
Birchwood, WI 54817



Ashley Beffa
ashley@birchwoodvillagewi.com
Phone: 715-354-3300
Fax: 715-354-7500

The **Caucus and Regular Monthly Board of Trustees Meeting** of the Village of Birchwood will be held on **Tuesday, January 9, 2024, immediately following the Caucus which is being held at 5:30 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, T. LeBrocq, R. Seffinga

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

Police Monthly Report: December update on Police work

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

BFCESD-Update

Public Comments and/or Correspondence – Limit 3 minutes

Discussion/Action Items:

1. Pledge of Allegiance
2. Roll Call By Clerk
3. Approve January 9th, 2024 Caucus and Regular Monthly Board of Trustees Meeting Agenda
4. Call Caucus to Order on January 9th, 2024 at 5:30 p.m.
 - a. Pursuant to s. 8.05(1)©, Wis.Stats., Chairperson of the board and the clerk are to serve as election officials. The Chairperson presides over the caucus.
5. Chairperson to announce the method to be used – nomination from the floor.
6. Chairperson to announce the method by which a tie will be broken should that occur – drawing of name(s).
7. Electors select 2 tellers to canvass the vote for each office.
8. Call for nominations for two Village Trustee positions.
 - a. Presiding Official requests nominations for the office of Village Trustee.
 - b. After nominations are made and seconded, the Presiding Official shall ask “are there any more nominations for Village Trustee?” And again repeated three times “are there any more nominations for Village Trustee?” (can have up to four names for the two positions)
 - c. After hearing none, the Presiding Official announces that nominations are closed for the office of Village Trustee.
9. Call for the closing of nominations.
10. Motion to adjourn January 9th, 2024 Caucus.
11. Call Regular Board of Trustee Meeting to order.
12. Approve Meeting Minutes
 - a. December 21, 2023- Public Hearing and Regular Board of Trustee meeting minutes
13. Approve Treasurer's Reports

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

Agendas are posted in three public places which are the Village Hall, Gary's Grocery and Birchwood United States Postal Service Office notice boards, and on the village website www.birchwoodvillagewi.com to comply with Resolution 175-15.



14. Birchwood School District 2024 Referendum
 - a. Conversation of Birchwood School District 2024 Referendum.
15. Corrosion Control
 - a. Change Order for Spring Lake for time extension on Corrosion Control Project. Requesting additional 30 days on their completion dates, due to equipment delivery timing.
16. Water Financial Review
 - a. Review Treasurer's financial report for Birchwood Municipal Waterworks for 2023 year-end and 2024 projected.
17. Sewer Financial Review
 - a. Review Treasurer's financial report for Birchwood Wastewater Treatment for 2023 year-end and 2024 projected.
18. Environmental Improvement Fund 2022 Audit Review
 - a. Review Department of Environmental Fund 2022 Audit Review. Village is not generating minimum level of sewer revenue to meet the debt service ratio requirement.
 - b. Refer to Public Works Committee for review and further discussion on necessary increase to reduce the existing deficiency in present rates.
19. Resolution To Amend 2024 Budget
 - a. Discuss and possibly amend 2024 Budget to include new revenue, expenditures, and applicable adjustments. (*garage rental lease, new supplemental municipal aid payment; cyber insurance, website contract, .gov domain, furnace, water/sewer/TID allocation, public official computer expense*)
20. Rescind Motion
 - a. Rescind the following motion made on December 21st, 2023, "Motion by VanGilder 2nd by Boatman to approve the adoption of the updated Village of Birchwood Comprehensive Plan.- Resolution 240-23- Carried 4-0.
21. Ordinance Amendment 22-2024
 - a. Ordinance to adopt the Village of Birchwood Comprehensive Plan 2023-2043
 - Chapter 2, Article III, Division 5 – Adoption of Comprehensive Plan
 - (1) AUTHORITY. Pursuant to §62.23(2) and (3), Wis. Stats., the Village of Birchwood is authorized to prepare and adopt a comprehensive plan as defined in §66.1001(1)(a) and (2), Wis. Stats.
 - (2) POLICY. The Village Board of Trustees, Washburn County, Wisconsin, has adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by §66.1001(4)(a), Wis. Stats.
 - (3) PLAN COMMISSION RECOMMENDATION. The plan commission of the Village of Birchwood, by a majority vote of the entire commission recorded in its official minutes, has adopted a resolution recommending to the Village Board the adoption of the document entitled "Comprehensive Plan of the Village of Birchwood", containing all the elements specified in §66.1001(s), Wis. Stats.
 - (4) HEARING. The Village has held at least one public hearing on this ordinance, in compliance with the requirements of §66.1001(4)(d), Wis. Stats.

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(5) PLAN ADOPTION. The Board of Trustees of the Village of Birchwood, Washburn County, Wisconsin, does, by enactment of this ordinance, formally adopt the document entitled, "Comprehensive Plan of the Village of Birchwood," pursuant to §66.1001(4). Wis. Stats.

22. Outdoor Recreation Survey

- a. Review and possibly refer to Public Works and/or Planning Commission for further review, planning, and delegation.

23. Adjournment

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