

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



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The **Public Hearing and Regular Monthly Board of Trustees Meeting** of the Village of Birchwood  
will be held on **March 12, 2024 at 5:30 pm**  
at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817**

**AGENDA (amended 3/11/2024)**

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.

Monthly Reports (no discussion/comments):

Law Enforcement

Public Works

Clerk-Treasurer

BFCESD

Public Comments **on Agenda Items Only** (limit 3 minutes per person)

**Discussion/Action Items:**

1. Approve Current Agenda.
2. Call Public Hearing to Order
  - a. Public Comments for zoning ordinance amendments/additions for the following:
    - i. Ordinance Amendment 24-2024 Compliance
      1. Sec. 28-8 – Compliance [amend]
        - a. Amend text from 12 months to 24 months
      - ii. Ordinance Amendment 26-2024 Dimensional Requirements
        1. Sec. 28-74 – Dimensional requirements.
          - (2) Lot Size. [amend]
            - (a) Amend text from 10,000 square feet to 7,000 square feet.
            - (b) Amend text from 80 feet to 50 feet.
        - iii. Ordinance Amendment 27-2024 Temporary Uses
          1. Sec. 28-652 – Temporary Uses [add]
            - a. Addition regarding shipping containers and uses
    3. Close Public Hearing
    4. Call Regular Board of Trustees meeting to order
    5. Approve Meeting Minutes
      - a. February 13, 2024 - Regular Board of Trustees Meeting
      - b. February 29<sup>th</sup>, 2024 – Special BOT
    6. Approve Treasurer Report - February 2024
    7. Zoning Ordinance and Amendments/Additions for the following:

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

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- a. Ordinance Amendment 24-2024 Compliance
    - i. Sec. 28-8 – Compliance [amend]
      1. Amend text from 12 months to 24 months
  - b. Ordinance Amendment 26-2024 Dimensional Requirements
    - i. Sec. 28-74 – Dimensional requirements.
      - (2) Lot Size. [amend]
        - (a) Amend text from 10,000 square feet to 7,000 square feet.
        - (b) Amend text from 80 feet to 50 feet.
  - c. Ordinance Amendment 27-2024 Temporary Uses
    - i. Sec. 28-652 – Temporary Uses [add]
      1. Addition regarding shipping containers and uses
8. Neighbor to Neighbor
- a. Neighbor to Neighbor User Agreement and extended hours.
9. Ordinance Amendments
- a. 34-2024 Direct Sellers
    - i. Text Amendment - Change Direct Sellers permit to only allow direct sellers during special events.
  - b. 35-2024 Wellhead Protection
    - i. Remove current ordinance No 26-340, Section 1 through Section 10 dated 2/10/2011 and add Sec. 26-340 through section Sec. 26-349; recommended changes proposed by Building and Zoning Administrator to Section 1 through Section 10 dated 2/10/2011.
  - c. 36-2024 Cross Connection Control
    - i. Current ordinance Sec. 26-278 through 26-283 dated 1989 is to be replaced with 26-258 through 26-264.
10. Fee Schedule
- a. Resolution to adopt the revised Village Fee Schedule to include all special meetings be charge actual cost not just the Board of Trustees fee.
  - b. Discuss and possibly change vendor fee.
11. Repair or replacement of defective sidewalks
- a. Village Board to order by Resolution 244-24 the following property owners, per Village Ordinance Sec. 20-116, to replace sidewalks that are unsafe, defective or insufficient.
    - i. Birchwood Post Office
    - ii. Northlakes Community Clinics
    - iii. Bear Tracks
    - iv. Dairy State Bank
12. Farmland Lease Agreement
- a. Lease agreement between the Village of Birchwood (“Lessor”) and Paul Borofka (“Lessee”), a portion of Lot 1, approximately 7.8 acres, Parcel Number: 65-106-2-37-10-25-5 05-002-001010 for a cost of \$500 per year.
13. Animal Nuisance

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*"The Bluegill Capitol of Wisconsin"*

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- a. Determine how animal nuisance, such as skunks, bears, racoons, etc. are to be handled in the future by our residents, Birchwood Community Cat volunteers, and Village of Birchwood.
- b. Permitted amount for animal nuisance removal without board approval.
14. Intergovernmental Snow Removal Agreement
  - a. Drafted Intergovernmental Snow Removal Agreement for the Village providing snow plowing and ice mitigation services through its Public Works Department.
15. Sewer Rate Increase
  - a. Resolution 243-24 amending wastewater user rates in accordance with the Village of Birchwood Code of Ordinances; increase of 8%.
16. Banner Sponsorship
  - a. Sponsorship banners advertising local businesses on Doolittle Park Pavillion.
17. Doolittle Park
  - a. Park Supervisor to determine the opening date of Doolittle Park, annually, dependent on weather.
18. Defibrillator
  - a. Where and how the Village would like to mount the defibrillator within the Village Hall.
19. Board of Review
  - a. Set date and time of Board of Review and Open Book
20. 50/50 Raffle (included in amended agenda)
  - a. Birchwood Community Cat requesting approval to do a 50/50 raffle from May 1<sup>st</sup> through July 20<sup>th</sup>. Winner to be announced at Bluegill Festival Parade July 21<sup>st</sup>. 50% to go to winner, 50% to go to Birchwood Community Cat TNR program.
21. Credit Card
  - a. Change from Visa Business Reward Credit Card to Visa CommUnity Credit card with rewards through Dairy State Bank. A \$99 annual fee applies. This will remove personal liability on Rocky VanGilder, Village President, and place full liability on the Village of Birchwood.
22. Conventional Rate Case
  - a. Discussion and possible action on filing PSC Water Rate application, presentation by Ehlers.
23. Adjournment

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