

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 Tuesday, July 14, 2026, at *6:00 pm
at the Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817.**

*Denotes time change per Village President

MINUTES

Call meeting to order (Meeting is recorded)

Pledge of Allegiance-Recited

Roll call by Clerk: P r e s e n t - - R. VanGilder, B. Darkow, P Parkos, T. LeBrocq, and R. Seffinga

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

Discussion/Action Items:

1. Current agenda
 - a. Motion by VanGilder, 2nd by Seffinga to approve current agenda. Carried 5-0.
2. Public Comments
 - a. Citizen comments on agenda items only (limit 3 minutes per person)-Linda Zillmer voiced concern over #9-she commented that the Village should investigate an emergency shelter for the Village instead of spending money on renting the garage out. Item #7a-Zillmer suggested postponing voting on this because it doesn't specify what the Ordinance is about. Item #7b-LZ commented that the Clerk should not be allowed to approve the provisional license and it should be left as is.
3. Approval of Meeting Minutes
 - a. Motion by VanGilder, 2nd by Parkos to Approve Regular Board of Trustee meeting minutes-June 9th, 2026. Carried 5-0.
4. Department Reports
 - a. Law Enforcement-Absent
 - b. Public Works – Sewer, Water, Streets, and Parks-Strand reported that the plan to blacktop the road project is the 1st week of August. They are waiting until the plant is moved closer to cut hauling costs. The pickleball court will be paved the week before that to allow it to cure for 30 days before painting. Banners will be put up this week. Orchard project is dug out and ditches are done. Steve will be working on cleaning up goose droppings at Doolittle. House will be moved tomorrow. Strand is getting things ready for Blue Gill Fest. Ongoing equipment maintenance. Fee- project on the new road went well. Shutting off valves caused some issues in spots around town. 2 major leaks were fixed and there is one more that will be fixed next week. Sewer plant had extra water coming in for the last month and uptick on some levels-otherwise it's working well. Fee will do pressure testing when all the projects are done. Fee is starting to install the new meters.
 - c. BFCESD-Dewey reported that fire calls are down by 6 from last year. New radios are here for the brush truck. Fire/EMS will be helping with food at the Blue Gill Fest. Auction raised around \$25,000 which will be split between EMS and Fire. EMS has had 107 calls this year which is pretty close to last year. New ambulance is still on track for 2027. CPR classes are coming up. Life

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Jacket loaner board -waiting on the DNR. Girlie Ride Monday after Blue Gill Fest. Over 130 riders-Adam will help get them out of town. Community Appreciation Day is August 2nd from 1-4 at the Fire Station.

- d. Building Inspector/Zoning Administrator (June/July)-Beffa read report. Beffa mailed certified letters to properties with containers and no permits. Rurup completed the application. DeGross will need a Conditional use for a car wash. These will be discussed at the next Planning Commission meeting in August. Both were given an extension. Darkow voiced concern over properties that have dangerous areas that are not fenced off. VanGilder commented that if a Board member sees something, it needs to be addressed right away. VanGilder asked Strand to contact the property owners and tell them to put a fence up.

5. Municipal Finances (review/file only)

- a. Beffa reviewed and discussed 6-month financial review of revenue and expenditure compared to the year-to-date budget. Beffa explained that we are still waiting for tax payments to come in. The DNR PILT went down. Clerk fees are now included in the zoning fees. Doolittle revenue is up. Interest is down. The garage has not been rented this year. Beffa explained that we need to be careful with non-budgeted purchases. Expense report-Increase in Motorola expense (Adam)-Loader repair was an unexpected cost of almost \$35,000. Doolittle raft/buoy/survey were not budgeted items. LeBrocq stated that overall, we are only off by about 1% of our 2026 budget (around \$7000).
- b. Monthly Treasurer's Report-Beffa reported that all accounts are balanced.

6. Florie Peterson

- a. Request to adjust 2nd quarter sewer bill due to leak that did not go down sewer. Fee explained that he found an outside spigot on a timer that was leaking and didn't go down the sewer. Fee shut the water off to the spigot and instructed the resident to shut off when not in use. Motion by VanGilder, 2nd by Darkow to adjust the sewer bill to the average over the last year. Carried 5-0.

7. New Ordinance

- a. Ordinance Amendment 13-2026-

Consideration and possible approval of Ordinance Amendment No. 13-2026 readopting a 1991 ordinance that was previously adopted by the Village Board but inadvertently omitted from the codified Code of Ordinances and incorporating its provisions into the current Village Code. VanGilder explained that the Village, Town of Birchwood, and Town of Edgewater had a meeting with the DNR about the "No Wake" on Little Birch. This Ordinance is already on the DNR's approved list but somehow it was removed from the Village's list. This amendment is just to put it back in compliance. There are no changes being made. VanGilder explained that the next step is to get the entire Little Birch designated as No Wake, but because of the timeline needed for the DNR to approve it, it will not go into effect until 2027. The signs can be put up now, but the buoys will need to wait. Motion by VanGilder, 2nd by Parkos to approve Ordinance Amendment 13-2026. Carried 5-0.

- b. Ordinance Amendment 14-2026-Discussion regarding amendment. Tabled until next month for additional information and clarification of requirements.

- i. Consideration and Approval of Ordinance Amendment 14-2026 – Provisional Retail Alcohol Beverage License, creating Section 8-67.5 of the Village Code to establish

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procedures for issuing Provisional Retail Alcohol Beverage Licenses pursuant to Wisconsin Statutes § 125.185, designating the Village Clerk/Treasurer as the issuing authority, establishing eligibility requirements, license term, revocation provisions, and amending Section 8-67 to add the provisional license fee classification.

8. Propane-Tabled until next month for more information.
 - a. Review and discuss propane purchasing options, including fixed-rate, pre-buy, and rate-cap programs. Evaluate the advantages, risks, and associated costs of each option, including service fees, hazmat charges, market conditions, and economic factors that may impact propane pricing and budgeting. Discussion on propane vendors that lock in a rate for a 3-year contract. Beffa will contact local providers to see what they offer.
9. Village Garage
 - a. Realtor Tammy Degraw to provide updates, concerns, options on village garage. Tammy explained that she has had the garage listed for 8 months and has had 37 inquiries about it. Most inquiries have had concerns over the \$1200/month rent. Strand commented that the other 3 stalls are used by the Public Works and PD departments. Tammy feels it may be a while before it rents. Tammy stated that the Village could create a condo association and sell them. She could advertise it both ways. She did have 4 individuals that expressed interest in buying it. The building would be sold "as is" with a disclosure. Tammy offered to sell it for her expenses only and take no commission. VanGilder asked Tammy to provide a proposal indicating what the selling price would be. VanGilder thanked Tammy for all her hard work.
10. Ahern
 - a. Review, discuss, and approve contract for 9-1-2026/8-31-2027-\$833.85. This contract is the annual fire protection inspection. Fee stated that there are some issues with the main diesel motor which will require a diesel company to come in. Motion by VanGilder, 2nd by Darkow to approve Ahern's contract for 2026/2027. Carried 5-0.
11. Doolittle Park
 - a. Request for refund from Michael Fox-from monthly to weekly refund of \$95. Fox was not able to come for the month due to work commitments. Fox requested refund within the stated timeline. Steve was able to rent the site out for the remainder of the month. Motion by VanGilder, 2nd by Darkow to refund \$95.00. Carried 5-0.
 - b. Discuss and set camping rates for 2027 camping season. VanGilder commented that we don't have sewer hookups, but we do have the lake. Beffa voiced concern over tent campers using sites that can accommodate campers. Sites 11-15 are designated as tent sites. She commented that if someone wants a different site for a tent, they should be charged \$45. Darkow commented that if a site isn't being used or reserved, tent campers should be able to use it. Fee added that there aren't that many tents or bikes that come in. Rates for 2027-Seasonal- \$2200, Monthly-\$700, Weekly- \$250, Daily-\$50, Tents-\$25. Discussion regarding boat lifts. VanGilder asked for clarification from the DNR on lifts. Beffa will contact the DNR.
 - c. Possible termination of Wil-Kil due to continuing price increases and discussion on alternative services. Adam researched the chemical that is being used and it is good for 3 months, so there is

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no need for monthly spraying. VanGilder explained that the Village will buy the chemical and spray it ourselves. Wil Kil will be discontinued.

12. Motion by Darkow, 2nd by LeBrocq to approve Temp Operator's license for Blue Gill Fest (July 17th-19th, 2026)-(see below) Carried 4-0 (VanGilder abstained from voting)
 - a. Jordan Clark, Carrie Schnacky, Rocky VanGilder, Jerry Kramer
13. Approve regular Operator's License-(Brunclik completed background checks.)
 - a. Motion by VanGilder, 2nd by Seffinga to approve license for Keigan Stockdale-Hayes for Jason Market. Carried 5-0
 - b. Motion by VanGilder, 2nd by Parkos to approve license for Jayda Groskreutz and Matthew Springer for Mary's Bluegill Bar. Carried 5-0
 - c. Motion by VanGilder, 2nd by Darkow to approve license for Julie Winberg, Morgan Small, Jack Anderson, Cathy Hallstrom for Den Tap and Pizza Den. Carried 5-0.
14. Adjournment-Motion Seffinga by 2nd by LeBrocq to adjourn. Carried 5-0.

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