



**Village of Boyceville- Board Meeting**  
**Monday, May 12th, 2025-5:30 PM**  
**Village Hall-1233 Charlotte St, Boyceville, WI**

**Meeting was Called to Order at 5:31**

- Pledge of Allegiance
- Attendance: Sonya Zebro, Jonathan Farrell, Brad Stevens, Megan Goodell, Shawn Mittlestadt, Jo Dormanen, Luke Montgomery, Brittany Halvorson, Greg Lamkin, Joel Timblin, Kallie Anderson, Eric Barclay, Peter Meidal-Ehlers

**Staff Reports** – *Reports from Village officers*

- **Airport Manager-** Joel reported that he spent two days at the Wisconsin Bureau of Aeronautics and met with two engineering firms regarding the airport master plan. An aerial survey is scheduled for this summer. Also met with an aircraft owner to discuss a proposed hangar construction project. General maintenance included garbage pickup and weed control. Noted that the east end lights are currently not functioning; replacement parts are under warranty, and the repair company is scheduled to be on-site Tuesday.
- **Librarian-**In April, the library recorded a total circulation of 1,791 items, including 1,347 checkouts, 1,183 check-ins, and 444 renewals. Staff processed 79 new items and registered 6 new patrons. The programming included four story time sessions with a total attendance of 51, a family movie night with 6 attendees, teen coffee time with 10 participants, and a monthly scavenger hunt that drew 38 participants. Additionally, 9 people attended the book club, and 13 took part in an egg decorating craft activity.
- **Village Engineer-** Sykora lane is ongoing. MSA in holding pattern with industrial user meetings. Not a lot of forward momentum for wastewater. Bid awards have passed. Need to get a timeline established for meeting.
- **Public Works Director-** Reported a busy month with storm drain cleaning and new signage ordered for DOT roads. Submitted April and May water reports, provided PSC data, repaired a water leak on 1st Street, and installed seasonal meters. Completed GIS training and assisted with flushing and sampling on Sykora Lane. Noted improvement at Lift Station #1 due to the "No Wipes in Pipes" effort. At the treatment plant, repairs and seasonal maintenance were completed. Library cleared leftover sale books. Equipment maintenance included mower repairs and generator testing. Park work included drainage improvements, refinished picnic tables, flag replacements, and field rolling.
- **Police Chief-** In April, 138 service calls were recorded, with BPD handling 86%. No use of force or pursuits occurred. Year-to-date calls are down, though ordinance calls rose 41%. Issued 20 citations, made 7 arrests, and responded to one mutual aid request. Officer Vodenlich is attending training; firearms training is planned. A DOT permit was received for crosswalk signals. Work continues on signage updates, utility fee schedule, and surplus equipment acquisition. The golf cart ordinance was implemented, and a CIB audit submitted.
- **Village Clerk-Treasurer-** This past month was especially busy with day-to-day tasks taking up more time than usual. We spent a lot of time working through various audit requests, which came in steadily and required quite a bit of coordination. I also completed and submitted the RU Annual Report, which took a fair amount of data gathering and review. We attended the League of Wisconsin Municipalities Insurance Spring Conference, which was a great opportunity to connect with others and stay current on important topics. I also met with the realtor to talk about plans for



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future lot sales and continued making progress on the PSC report. Overall, it was a full month with a lot of moving parts.

### Trustee Reports – *Reports from Village Trustees.*

The Village President's report focused primarily on the Wastewater Treatment Facility (WWTF) plant. The Fire District Representative noted that Brad has been addressing complaints; Lee serves as chair and Brad as vice chair. The Ambulance District Representative reported that the new ambulance has not yet arrived. No updates were provided from the Trustees, Library Board, or Community Education.

### Finance Reports – *Monthly report on the Village's finances.*

- Expenses Review/Approval-SZ motion to approve bills, BS seconded.
- Overtime Review-OT continues to trend downward.

Approval of Previous Meeting Minutes- 4-14 Board SZ motion to accept minutes as written, MG seconded.

**Public Comments** – Trudy wondering about lots for sale and if people are calling me. Wondering about what the stake is for in the Friendship garden.

### **Action/Discussion Items** – *Items for discussion and possible action by the Board.*

#### 1. Airport

- a. Prairie Grass restoration- Requesting approval to proceed with tilling approximately half of the expired prairie grass. The growing schedule and biological considerations have been reviewed and accounted for. All grass seed, tilling, and equipment are being provided through donations. LM motion to approve the prairie grass restoration, SZ seconded.
- b. Boyceville Air Services is proposing a series of improvements to the two buildings at 801 Airport Drive (formerly 719 Airport Park Road). The company, which currently employs one full-time, one part-time, and two seasonal staff in addition to Becky and Joel, plans to invest in facility upgrades to support its operations. Key improvements include installing an upgraded paint booth with a pit inside the 801 building (estimated cost: \$65,000–\$75,000), relocating operations between hangars, implementing snow abatement measures, and potentially adding awnings over entry doors. In 2026, they plan to replace windows and doors, followed by the installation of new heating systems in 801 in 2027, with similar upgrades to 803 anticipated soon after. In return for this investment, Boyceville Air Services is requesting to renew the current lease and enter into a new 20-year lease agreement. BS motion to approve the paint booth and switch buildings, SZ seconded.

#### 2. Sykora Lane

- a. Sykora Lane Project Update with MSA- Project progress is on track. All underground work has been completed and successfully tested. The project is now transitioning from the below-ground phase to above-ground construction. Significant earthmoving is underway to prepare the roadbed and bring in gravel. The target for curb installation is the last week of May, with overall project completion anticipated by the end of June.



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- b. Pay application 1 for Sykora Lane- Pay application 1 is for beginning of project. Lots of water main, sanitary sewer to be paid. Eric has no issues with it. LM motion to approve pay application 1 for Sykora Lane, JD seconded.
  - c. Consideration of a resolution awarding the issuance, sale, and delivery of a \$859,000 General Obligation Promissory Note Series- Peter with Ehlers was present to review details. JF motion to approve resolution awarding the issuance, sale, and delivery of a \$859,000 General Obligation Promissory Note Series, SZ seconded. Roll called, all in favor.
  - d. Selling of lots- BStevens motion to use lot sales of Sykora to pay down loan, JDormanen seconded.
3. Commercial Lots for sale- The commercial lots on Charlotte Street get a few requests a year if buyers could put up storage lots. Clerk looking for directions on if she can issue a blanket no. LM motion to put no storage lots on prime commercial real estate, SZ seconded.
4. Smokey the Bear Sign relocation- The fire department would like to relocate the fire danger sign to be more visible. It currently is in front of the Fire Station, where visibility is limited. SZ motion to approve moving the sign to Freedom Park, BS seconded.
5. Emergency Operations Plan Update- Police Chief Lamkin updated the EOP to include new board members and fire staff. JF motion to approve EOP, SZ seconded.

SZ motion to adjourn, BS seconded. Meeting adjourned at 6:33 PM.

**Brittany Halvorson- Village Clerk-Treasurer**