



## **Village of Boyceville- Board Meeting Minutes Monday, August 11th, 2025-5:30 PM Village Hall-1233 Charlotte St, Boyceville, WI**

Attendance: Sonya Zebro, Jonathan Farrell, Luke Montgomery, Megan Goodell, Shawn Mittlestadt, Brad Stevens, Brittany Halvorson, Kallie Anderson, Greg Lamkin, Craig Dotseth, Eric Barclay, Jo Dormanen

### **Meeting was called to order at 5:30PM**

#### **Staff Reports –**

- Librarian-In July, the library recorded 1,376 checkouts, 1,494 check-ins, 497 renewals, and a total circulation of 1,873, with 93 new items processed and nine new patrons added. Programming highlights included the summer reading finale party, which drew over 140 attendees and featured a mobile planetarium and petting zoo. Additional events included four story time sessions with 116 participants, teen coffee time with 15 attendees, and weekly Story Seekers and Maker Mondays averaging 15 participants each. The monthly scavenger hunt engaged 62 participants, while special programs included Bruce the Bug Guy with 81 attendees and the Science Heroes presentation with 62 participants.
- Village Engineer-Sykora Lane is pretty much wrapped up. Couple zoning requests.
- Public Works Director-The Public Works Department reported several completed tasks this month. Street maintenance included installing new parking restriction, Jake Brake, and ATV signage at village entrances, removing plastic from manholes after chip sealing, completing ditch mowing, and ordering a replacement light pole for Main Street. Water system work involved repairing the fall arrest system at the water tower and submitting the July water report to the DNR. At the wastewater facilities, staff delivered Acute WET samples to the lab, cleaned UV system bulbs, and repeatedly cleared rag plugs from lift station #1. Preparations for community events included replacing 16 flags on Main Street and ongoing work for Pickle Fest. Additional projects included replacing the door stoop at Village Hall, servicing and repairing the John Deere tractor and ditch mower, and addressing electrical and lighting issues at Freedom Park and Pafko ball fields. Routine mowing and trimming were also performed to prepare for upcoming festivities.
- Police Chief-In July 2025, BPD handled 156 of 176 calls for service, issued 5 non-traffic citations, and made 2 arrests. No accidents, pursuits, or use-of-force incidents occurred. Notable cases included a workplace suspension requiring private security, a high-risk stop of an armed subject, harassment/stalking incidents, and a juvenile cited for harassment. Two felony investigations are ongoing. Year-to-date calls are below last year but above the three-year average; reduced numbers are partly due to officer leave and training. Budget use is at 51%, with overtime down 30% and operational costs \$1,000 lower than 2024. Other activities included hosting National Night Out, preparing for Pickle Fest with extra patrols, and adjusting crossing guard coverage for the new school year.
- Village Clerk-Treasurer-The Village Clerk reported several key updates this period. The property transfer for the Peoples State Bank parking lot has been officially recorded, finalizing the change in ownership. Staff continue working with the realtor to complete disclosures and agreements for the Sykora lots. Utility disconnect notices were issued as part of routine collections, with 86 notices sent this quarter out of 525 active accounts. All required quarterly reports were submitted to the State on time to ensure compliance. Preparations for Picklefest are progressing with coordination between departments and updated information provided to the public. Efforts to secure a surveyor for the 804 2nd Street easement remain ongoing, with outreach extending beyond the immediate area to complete the process.



## **Village of Boyceville- Board Meeting Minutes Monday, August 11th, 2025-5:30 PM Village Hall-1233 Charlotte St, Boyceville, WI**

### Trustee Reports – Reports from Village Trustees.

- Village President-answered question of NNO, progress of termination letter, review Sykora progress meetings, notified of public safety activities.
- Fire/ Ambulance District Representative- Brad reports things are going well and had a nice showing at National Night Out.
- Finance Reports – Expenses Review/Approval- SZebro motion to approve bills, BStevens seconded. Carried.

Approval of Previous Meeting Minutes- July 14<sup>th</sup> & 28<sup>th</sup> Board Meetings- BStevens motion to approve minutes, SZebro seconded. Carried.

**Public Comments-** No public comments

### **Action/Discussion Items**

1. Legislative Review of Administrative Action (4-1-13) - Dangerous Animal Designation by Police Department (7-1-8)- Chief Lamkin gave a synopsis of events. Owners of the dog were present and were willing to put up a 6-foot fence, muzzle the canine when outside and add a kennel. Various discussions were held, ultimately leading the board to table to decision to the next board meeting for further review.
2. Sewer Line Easement at 700 Main Street- Craig has prepared the necessary language to accompany the image. The Village does not currently have rights to access the property, and no significant work can be completed because the existing clearance is approximately 32 inches from the door. The proposed plan includes a new driveway on the west side of the building and a rear door. This action would simply establish the right for the pipe to remain in place. Once the details are confirmed, a complete package will be prepared and presented to the property owner. JDormanen motion to move forward presenting with property owners at 700 Main, SMittlestadt seconded. Carried.
3. Sykora Lane
  - a. Listing Contract with Rassbach Realty- SMittlestadt motion to sign with Rassbach Realty for Sykora Lane lots, SZebro seconded. Motion carried.
  - b. Pay Application for Albrightson's- Might come in just under budget. Eric recommends payment, SMittlestadt motion to approve pay application, BStevens seconded.
  - c. Designation of Clerk's Office to sign land sales contracts for Sykora Lane- SZebro motion for clerk's office to sign land sales contracts for Sykora lane, SMittlestadt seconded. Carried.
  - d. Ribbon Cutting at Sykora Lane was completed.

**SMittlestadt motion to adjourn, SZebro seconded. Meeting adjourned at 6:52 PM  
Brittany Halvorson- Village Clerk-Treasurer**