



Village of Boyceville- Board Meeting Minutes **Tuesday, October 14th, 2025-5:30 PM** **Village Hall-1233 Charlotte St, Boyceville, WI**

Attendance: Brittany Halvorson, Greg Lamkin, Craig Dotseth, Kallie Anderson, Eric Barclay, Jo Dormanen, Megan Goodell, Jonathan Farrell, Shawm Mittlestadt

Absent: Sonya Zebro, Brad Stevens

Meeting was called to order at 5:41 PM

Staff Reports – *Reports from Village officers*

- Village Engineer- Started looking at Title 13 and will make some comments. MSA staffing, COTW to bring Erik Evenson back to talk transition.
- Public Works Director-The Public Works Department completed several maintenance and improvement projects over the past period. Street crews removed a dead tree from Village property on Center Street, cleared silt buildup from the Granbakken ditch to restore drainage, and replaced drainage grates and curb sections along Granbakken. At the Library, staff repaired the book drop box and a leaky toilet and built two new bookshelf units. Work at the Lift Stations and Treatment Plant included reconstructing the invert and floor of the manhole at Charlotte and Mobile, replacing the PLC at Lift Station #3, updating components of the UV disinfection system, completing three days of WET Chronic Testing at the wastewater treatment plant, and installing a new concrete driveway entrance at Lift Station #1. The 2025 flower baskets were retired and stored for next year. Crews also repaired a sinkhole in front of the Public Works Building, replaced a cracked urinal at the Freedom Park campground following inspection, and performed maintenance at the Recycling and Utility site, including pothole repairs and cleanup at the compactors and fee booth. Equipment maintenance included fixing the dump bed vibration unit on the Mack truck. In the parks, additional black dirt was placed, graded, and seeded near the new batting cage at Pafko Park, and drainage ditches were trimmed. Work is ongoing to update the draft rate and fee schedule.
- Police Chief-Chief Lamkin reported that the department handled 166 calls for service in September, similar to last year with small increases in traffic stops and ordinance complaints. Nineteen citations were issued, six arrests were made, and there was no use of force incidents or pursuits. Six investigations remain active, and year-to-date calls are down 14% from 2024, while ordinance complaints are up 24%. Expenses totaled \$17,762 for the month, consistent with last year, and overall spending remains within budget. The department assisted with school evacuation drills, homecoming events, and is preparing to launch a new .gov email domain and website.
- Village Clerk-Treasurer-The Clerk's Office reported a busy month focused on administrative and financial responsibilities. The RU Grant was submitted, and third-quarter utility billing and reporting were completed. Staff refreshed signage at the dump and continued extensive work on the 2026 budget. The Clerk also met with the Public Works Department Head in preparation for his upcoming retirement and developed a job description and posting for the position. Training activities included attending a three-day Wisconsin Elections Commission course, a Levy Limit workshop in preparation for tax season, and an Emergency Management class.

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



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- Expenses Review/Approval- JDormanen motion to approve bills, MGoodell seconded. Carried.

Approval of Previous Meeting Minutes- JD motion to approve 9-8 Board Meeting Minutes, MG seconded. Motion carried.

Public Comments – Trudy thanked Craig for power washing the memorial and inquired if there were any complaints of angled parking.

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

1. Final Sykora Lane Pay Application= Albrightson has completed their work, \$9,523.53 under bid. Zero change orders on this project. MG motion to approve final Sykora Lane pay application, SM seconded. Motion carried.
2. 3rd Quarter Board Per Diems- JD motion to approve 3rd Quarter Per Diems, MG seconded, motion carried.
3. 700 Main Street Easement- We have all reviewed the document outlining the sewer pipeline easement currently located on the property for Station 1. The property owners have also reviewed the agreement and expressed no concerns with the language. Given that the easement places certain restrictions on the property, consideration of compensation is recommended. The Public Works Director is requesting a one-time payment of \$1,500 to finalize the easement. JF motion to approve easement at 700 Main Street, SM seconded. Motion carried.
4. Public Works Director Vacancy- Discussed reporting structure and job posting details. The Clerk will serve as the primary point of contact. Dave will be approached on an as needed basis. SM motion for Brittany to be Point of Contact for public works employees. JF seconded.

JD motion to adjourn, SM seconded. Meeting adjourned at 6:24 PM.

Adjournment

Brittany Halvorson- Village Clerk-Treasurer