



## Village of Boyceville- Board Meeting Minutes Monday, January 12th-5:30 PM Village Hall-1233 Charlotte St, Boyceville, WI

Attendance: Sonya Zebro, Jonathan Farrell, Megan Goodell, Brad Stevens, Kallie Anderson, Greg Lamkin, Jo Dormanen, Travis Burnett, Brittany Halvorson.

Meeting was called to order at 5:30 PM.

### Staff Reports – Reports from Village officers

- Airport Manager- not present
- Librarian-The Library Director reported that December 2025 circulation activity included 1,226 total transactions, with 800 checkouts, 972 check-ins, 426 renewals, 89 new items processed, and one new patron registered. Programming in December consisted of a Storytime session with 14 attendees, a monthly scavenger hunt with 40 participating children, teen coffee time with 10 attendees, and a family movie day attended by 17 people. For 2025 overall, total library attendance increased to 10,094 compared to 9,882 in 2024, and program attendance rose to 2,245 from 1,994 the prior year. While overall circulation saw a slight decrease from 2024, July was the strongest month with 1,873 circulation transactions. June and October led to new patron sign-ups with 17 each. The library hosted 97 programs during the year and expanded its collection by more than 840 items, including books, movies, video games, magazines, and audiobooks.
- Village Engineer- Not present.
- Public Works -Staff completed multiple maintenance and operations tasks, including plowing and sanding streets, clearing sidewalks, opening storm drains, cleaning pumps at lift stations 1 and 2, and removing over 55 gallons of sludge from lift station 3. Water system work included repairing a chlorine leak at Well 1 and replacing frozen meters. Additional work included library shelving installation, police station maintenance, support for community events, filling an open position, and routine equipment maintenance.
- Police Chief-The Police Department reported that in December 2025 there were 210 total calls for service in the Village, with Boyceville Police handling 194 (92%). Activity levels were higher than December 2024, resulting in 18 citations and 7 arrests, with no use-of-force incidents, pursuits, or mutual aid requests. For the year, total calls for service remained steady compared to 2024, while ordinance complaints increased due to proactive enforcement. The department issued 136 citations, made 65 arrests, reduced overtime by approximately 30%, and ended the year about 9% under budget.
- Village Clerk-Treasurer-Staff completed several administrative and financial tasks, including submitting completed TID extension paperwork to the Wisconsin Department of Revenue, providing year-to-date documents for the preliminary audit, and completing fourth-quarter utility billing. Property tax-related work included billing airport hangar rent and ground lease taxes, mailing dump passes, and sending trailer tax notices with updates coordinated through Kleven. Year-end activities were finalized, including unemployment and 941 filings, reconciliation of county tax payments, bank reconciliations, and payroll updates based on new health and dental quotes. New employee onboarding paperwork and required reporting were also completed. Ongoing items include continued work on the Lead and Copper project with the DNR, including required notices, the active audit process, and final review of W-2 and 1099 forms with anticipated distribution this week.

Trustee Reports – Nothing currently. EMS having a meeting this coming week



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

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

- Expenses Review/Approval—BS motion to approve bills, JD seconded. Motion carried.

Approval of Previous Meeting Minutes-12-8-2025, 12-22-2025- SZ motion to approve minutes, JD seconded. Motion carried.

**Public Comments** – No public in attendance.

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

1. Planning of new crosswalks-Police staff followed up with the DOT and received a preliminary permit. DOT indicated they would approve the crosswalk contingent upon the installation of curb stops, with sidewalks required in the future. The Board expressed minor interest in pursuing a crosswalk near SPC at this time. MSA provided a cost estimate of \$9,300. Item to be brought forward to the Committee of the Whole for further consideration.
2. State Highway 79 resurfacing project planning- MSA to bring some options about the potential force main project that would likely need to be completed before the DOT starts their project.
3. JF motion Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. To discuss compensation of Village employees. SZ seconded. Closed session at 6:13 PM

JF motion to come out of closed session, SZ seconded. 7:08 PM.

No action was taken in closed session.

SZ motion to adjourn, JD seconded. Meeting adjourned at 7:12 PM.

**Brittany Halvorson- Village Clerk-Treasurer**