



Village of Boyceville- Board Meeting Minutes Monday, August 17th-5:30 PM Village Hall-1233 Charlotte St, Boyceville, WI

Meeting was called to order at 5:30PM

Attendance: Megan Goodell, Jo Dormanen, Al Kelly, Jonathan Farrell, Brittany Halvorson, Joel Timblin, Brad Stevens, Sonya Zebro, Kallie Anderson, Greg Lamkin, Erik Evenson, Shawn Mittlestadt

Absent: Travis Burnett

Staff Reports – Reports from Village officers

- Airport Manager- Fuel sales were reported below the summer average. Regarding the recent aircraft crash, approximately 28½ staff hours were spent responding, and the aircraft is expected to remain secured for four to six months. It was noted that the incident was not fuel-related and the airport has been cleared. The Bureau Director made an unplanned visit to the airport after an email from Sam prompted Bureau staff to fly in. Results or additional information are anticipated within three to four weeks. Discussion was also held regarding progress on the Airport Master Plan. The planning group has been encouraged to move the project forward, with survey work expected to begin in early September. Long-range planning is anticipated to take place next year, with the number of airport operations expected to be a consideration in the planning process.
- Librarian- 4 summer reading programs completed, average 31 kids per program, 32 kids for t-rex party.
- Village Engineer-Zoning issues and provided recommendations for sewer utility ordinance.
- Public Works- Public Works submitted a written report. They reported completing street maintenance, including mowing ditches, repairs on Dump and Lauersdorf Roads, and repair of the crossing sign at Center Street and STH 170. Water system work included DNR compliance sampling and repair of a chlorine leak at Well No. 1. Collection system work included bringing Pump No. 3 online at Lift Station No. 2 and unplugging the ponds twice. Staff also trimmed trees at Freedom and Pafko Parks, sprayed weeds, removed two stumps at the pond entrance, and mowed and pushed up brush piles at the dump. Sludge removal remains in progress and is more than halfway complete.
- Police Chief-The Police Chief provided the July activity report, noting 168 total calls for service, with BPD handling 154 calls, issuing 23 citations and making 14 arrests. Updates were also provided on significant investigations, ordinance enforcement, training, staffing, community events and upcoming Picklefest activities. Year-to-date expenses remain below budget, with 41% of the 2026 budget expended through July
- Village Clerk-Treasurer-Clerk reported on preparations and activities for the August Election, including 168 voters on Election Day; park and Community Center rentals; utility billing, receipting and disconnects; special assessment requests; zoning matters, including mobile home ordinance updates and a Conditional Use Permit application; future park planning; and continued work on revisions to Title 9, Chapter 6 of the sewer ordinance pending attorney review.

Trustee Reports – Reports from Village Trustees.

- Village President-No report
- Trustees-Nope
- Fire/Ambulance District Representative-
- Library Board
- Community Education



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

- Expenses Review/Approval- JF motion to approve bills, SZ seconded. Motion carried.

Approval of Previous Meeting Minutes- 7-13 Board & 7-27 COTW- JD motion to approve minutes for board and COTW, AK seconded. Motion carried.

Public Comments – Kevin Woolhouse came to speak.

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

1. Consideration of a resolution authorizing the issuance and sale of a General Obligation Promissory Note, Series 2026A, in the amount of \$802,000- Ehlers presented the sale results for the Village's \$802,000 General Obligation Promissory Note, Series 2026A, to finance the sewer utility sludge project. Peoples State Bank submitted the financing at a 4.95% interest rate, with \$12,500 in issuance costs and total principal and interest of approximately \$1.117 million. The report also reviewed the Village's debt capacity and projected sewer utility debt service coverage. JF motion to adopt a resolution awarding the sale of \$802,000 General Obligation Promissory Note, Series 2026A, SM seconded. Roll call passed.
2. Amendment to extend Anderson Hill Addition Lots 9-25-Current contract is coming to an end. JD motion to approve contract extension, SZ seconded. Motion carried.
3. Appoint Kyle DeVries as Special Police Officer for Picklefest 2026- Senior trooper at WSP, this would be his 3rd year. Just for 3 days. SZ motion to approve Kyle as special police for Picklefest 2026, BS seconded.
4. Presentation by MSA regarding its preliminary review of the proposed Conditional Use Permit for 191 River Road, and discussion of the upcoming September 14, 2026 public hearing- MSA reviewed the proposed Conditional Use Permit for Honey Hue Haven LLC at 191 River Road and determined the home occupation appears generally capable of meeting Village requirements. MSA outlined required application information, review standards, and the public hearing process, and recommended confirming operational details and potential conditions before approval.
5. Fine and Fee Schedule- Needed to update references. JF motion to make requested changes to fine and fee schedule, SM seconded. Motion carried.
6. Letter from the DNR regarding cybersecurity risks to the Village's utilities-The Board was informed of a Wisconsin DNR cybersecurity advisory regarding ongoing cyber threats targeting Programmable Logic Controllers (PLCs) used in water and wastewater systems. The DNR recommends reviewing PLC equipment and security measures, eliminating direct internet exposure, updating security protections and credentials, and reporting any suspected cyber incidents. We are currently not at any risk due to age and technology of current equipment.
7. Sewer Utility "true up" numbers the auditor provided the Village-Village board is aware of this.
8. Ohly's August 3rd, 2026 email and letter-Ohly requested information regarding proposed changes to the Village's industrial wastewater rates and related charges, including Board meeting minutes, the proposed industrial rate structure and fee schedule, wastewater O&M costs for 2022–2025, and information regarding the calculation of any annual refund owed under the existing agreement. Ohly also requested continued discussion with the Village



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regarding the proposed rate changes and potential transition approaches to reduce the immediate financial impact. Clerk to propose meeting dates.

9. Manufactured and mobile home standards under Title 13, including the recently adopted age requirement and potential ordinance amendments-The Zoning Administrator raised concerns that the Village's recently adopted 15-year age restriction for mobile homes may conflict with state law and recommend considering design, appearance, and condition standards instead. Guidance was requested regarding how to proceed and how to address a pending mobile home purchase affected by the restriction.
10. Title 9, Chapter 6- No updates as we have not heard back from legal.
11. Consideration of convening into 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 governing body has jurisdiction or exercises responsibility: To continue review and possible action on results of the investigation of a complaint made against an employee. JF motion to go into closed session at 6:47PM, SZ seconded. Motion carried.
JF motion to accept and adopt the investigation as presented by outside counsel, dispose of the complaint as unfounded, and direct the Village Clerk to send notification of the disposition of the complaint to the complainant as presented, SZ seconded. Motion carried.
JF motion to come out of closed session, BS seconded. 6:53 PM
JD motion to adjourn, AK seconded. Meeting adjourned at 6:53 PM.

Brittany Halvorson- Village Clerk-Treasurer