

Village of Birchwood
101 N. Main Street
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Birchwood, WI 54817



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"The Bluegill Capitol of Wisconsin"

The Parks Committee meeting was held on
Monday, August 16th, 2021, at 10:00 Am, Birchwood Village Hall
101 N Main St, Birchwood, WI 54817.

MEETING MINUTES

Chairperson call meeting to order - Meeting will be recorded

Pledge Allegiance

Roll Call – B. Milligan, T. Fee, D. Greife, R. Strand, B. Hayes, A. Beffa

Public Notice – Posted at Birchwood Post Office, Village Hall, Gary's Grocery, and Village website.

Ashley Noted – Posting online did not include the time. Clerk noted in posting log.

Citizens Comments – Linda Zillmer: 3 agenda items are indirect. Village ordinance states online posting required. Time agenda was posted, after hours. Comparison of current office hours to now. Plan Commission to discuss turning Doolittle Campground back to community park. Drug testing for cause.

2.) Discussed 2022 Budget Needs and Long-Term Goals

- Ashley, Village Clerk/Treasurer gave overview of this year's budget process. Know where funds are spent; upcoming expenses to budget for 2022; how are things going to be handled and who is involved; current year needs and budget; next year needs and budget. New Accountant coming. Each committee meets for department needs to discuss current year, goal next year, 5 year goal to look forward for future expenses to assist in financing options.
- Doolittle Boat launch funds were supposed to be put in an outlay account.
- Greife states 80% of campers prefer water/sewer hookups; potential to increase \$800-\$1,000 more in revenue per site plus water/sewer revenue. Zillmer commented about public dumping their waste and filling up using Village water, subsidizing for surrounding campgrounds. Committee discussed the current honor system for park dump station. Further discussion dump hours was not favored by Strand and Greife. Milligan would like Fee to investigate a better system. Install a lock system where each camper receives a key or combination; add to next agenda. Only available to campers and residents only. Register with park attendant to dump. Water the same way. Need food grade hoses for water station.
- Previous discussion items to be budgeted for include phone and box, fire extinguisher box, and public notice board.
- Rest Park - No immediate needs
- Ball Field needs sanding and painting of benches
- Bluegill Fish shrubbery needs to be clipped and a 5 year plan to have landscaping re-done
- Bobcat Paw Park Welcome sign to go to Plan Commission for further discussion. Strand prefers not to be wood, perhaps concrete where local churches can add emblems
- School Playground is not maintained by village.
- Equipment Replacement needs to have an outlay account and a separate account
- Doolittle Park to have it's own account and a percentage stays in there and the rest to general.

The meeting is open to the public and is handicapped accessible.

Agendas are posted in three public places which are the Village Hall, Gary's Grocery and Birchwood United States Postal Service Office notice boards to comply with the provision of Sec. 2-183, Wis States §§ 19.84 and Wis. Stats §§ 19.81 and 19.89. Electronic Notices are also posted live at www.birchwoodvillagewi.com for your convenience but not required by law.

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- 5 year plan to include riprap, toilet re-anchored, mower, fishing dock, door frames for showers/bathroom, fans for shower/bathrooms. Beach Bash should be on next years budget again.
 - Community Events Committee to start this winter for community events; Beach Bash, Skatepark/Tennis Court, and Bluegill Festival.
- 3.) Hayes stated Lisa Damon great grandfather, 1st village president for 27-year, main instigator for Birchwood School, grandfather lived here many years. Her and the brother would help with memorial benches. Originally naming of a street after him was suggested by Hayes. A founder's park was also suggested by Hayes; use park owned by Village that is not being used. Milligan expressed concern about having park only as founders park as people have requested memorial benches. Suggested memorial bench be placed in Doolittle Park. Strand suggests park to include 4 car parking stall. Plan Commission to further plan. **No action.**
- 4.) Tennis Court is cracking. Replace vs crack filling discussed. If not replaced next year, caulk will be used to fill the cracks this fall to keep moisture out. Minimal cost but needed. Pins were stolen off posts last year. Posts and net will be taken down this year and post holes will be covered to prevent moisture. Pickleball lines potentially to be paid by donator. Need for estimate cost to resurface. Paid over \$51,000 for "band-aid" fix. Donation was given for skatepark to be upgraded and the rest to fix up the tennis court. The repairs helped but a new base will be required for long term fix. Bridget is requesting up-to date estimates. Bring estimate to donor to help determine potential donation amount. Board of trustees to review budget and determine outlay account for future replacement cost. Plans were for a grand opening and fundraiser prior to COVID. Ron prefers Monarch but will get at least 2 bids for estimated cost. Public bid will be posted to follow ordinance. Will need to determine if there are any community grants available; talk to the school as they do use it phy-ed programs, public Northwest Regional Plan Commission (CEDs), and community awareness. Strategic planning for joint effort from other municipalities. Separate bank account for outlay. Will purchase caulk to fill the cracks this year. Bob Hayes made comment about sidewalk cracks and who is responsible for maintenance. Ordinance will be reviewed and referred appropriately. Can't pay for the labor and liability for things that are not village responsibility. Assessed on taxes or pay upfront. Main Street project was not charged to business owners. Tony Hawk skateboarder to assist with fundraiser. **No action.**
- 5.) **Number of seasonal sites and rates was tabled until the next meeting.**
- 6.) Pavers and railing estimates presented by Strand. Total 84" wide 40' long goes to edge of west wall by men's bathroom out to north entrance. Tides \$433, stairs \$350 in treated lumber, rod irons \$50-120, lifetime is 100 years and maintenance 2 per year; alluminum\$40-70 per foot, lifetime 50 years; steal \$30-80 per foot, lifetime 25 year. Strand suggest aluminum, better because it will not rust. \$307 rough estimate for 27' railing with 16'. Visual was displayed on TV, photos taken by Strand. Cody Rurup could make aluminum railings to be more in compliance for long term liability. Tides still needed to keep square with some landscaping. Pavers \$16 each at 150. Approximate cost \$3,500. Hayes presented Menards Design & Buy Deck, 2x4 treated lumber option for walkway and railing. Bench on the end for seating, 25-year life expectancy, every few years treat it, saves times, \$500 cheaper, eliminate culvert, and easier construction. Estimate \$3904.40 minus 11% discount totals \$3474.92. Due by May 1st, 2022. Tucker suggested having stairs come off walkway next to the building rather than railing running there. This would eliminate stairs on

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the hill. Could build up the ditch to make it work. **Motion by Strand, seconded by Greife to accept Bob Hayes quote to redo with wood. Carried 5-0. Motion by Hayes, seconded by Greife to prep railings and stairs this fall. Carried 5-0.**

- 7.) Doolittle Beach Bash was a success. 400 people estimated. A business owner who made adonation was upset and would not support event next year because was not recognized in Birchwood News article. Explained the Village does their own article in the paper. We are waiting to finalize numbers to write donation check for photo with Timber Bay. Good for village staff and elected officials to interact with community. Raised little less than \$7,000 total. Stayed in budget with village expense of \$500. Basketball court resurfacing cost will be paid with remaining funds from previous years fundraiser and this year's funds. This event brings a positive publicity for the Village of Birchwood; we are family and kid friendly community, awareness of our campground and is sites are full during the Beach Bash weekend, supports local businesses, and radio station advertisement.
- 8.) Closed session – Motion to go into closed session by Milligan, second by Strand. Carried 5-0.
- 9.) Open session – No actions.
- 10.) Motion to adjourn by Milligan, second Strand. Carried 5-0**

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