

Village of Boaz
Board of Trustees
Regular Meeting
Tuesday, January 13, 2026
Boaz Community Building
6:00 p.m.

Present: President Jean Nicks, Trustee Judy Adrian, Trustee Kathy Hansen

Absent: N/A

Others: Kaela Townsend (Clerk/Treasurer), Susie Hauri (Deputy Clerk/Treasurer), Kathryn Swanson (resident), Brian Swanson (resident), Gladys Anderson (resident), Tony Dougherty (Rural Mutual Insurance), Gaylord Hooker (Boaz Area Lions Club), Cindy Latimer (Boaz Area Lions Club), Dave Jones (resident), Mindi Jones (resident)

President Nicks called the meeting to order at 6:00 p.m. She noted that the meeting had been posted at the Boaz Community Building and online at <https://boazwi.gov/meetings>. Proper notice to news media (*The Richland Observer* and *The Sunlight Report*) had been given.

Trustee Hansen made a motion to approve the agenda; seconded by Trustee Adrian. Motion carried.

Trustee Adrian made a motion to approve the December regular meeting minutes; seconded by Trustee Hansen. Motion carried.

There were no requests for the scheduling of park events.

There were no requests for Temporary Class "B" Retailer's Licenses or Temporary Operator's Licenses.

Rural Mutual Insurance Company Agent Tony Dougherty explained the 2026 insurance package to the Board and answered questions. President Nicks will let Dougherty know when the new playground equipment is in place in the park. President Nicks will also submit a Certificate of Insurance to Rural Insurance for the Boaz Fun Daze group. Boaz Lion Gaylord Hooker explained to Dougherty and the Board an addition they would like to add to the Boaz Lions Club Legacy Building. Hooker gave the Board and Dougherty a rough blueprint of the proposed addition. Trustee Hansen made a motion to approve the Lions Club Legacy Building addition; seconded by Trustee Adrian. Motion carried.

Public comment: Mindi and Dave Jones addressed the Certified Letter sent to them by the Board. They indicated the vehicle had been moved and the refrigerator door is secure.

Carson Hackett of Davy Engineering emailed about contacting 2 residents for water quality trading projects. President Nicks will talk to one resident and will ask Kerry Gies to talk to the other resident.

Boaz Sewer Utility repairs – Current inventory: new-style pumps – 1 rebuilt, 1 at ASI to be repaired; alarm boxes – 0 new; cables – 2 new (have wrong ends). President Nicks ordered more receptacle connectors, and she will find out when and where they will be/were delivered. President Nicks also ordered 2 new pumps, 2 cords, and 2 boxes. The Board will work with maintenance to have a consistent inventory list from here on out.

There was no update for the fence repairs at sewer ponds.

Park maintenance list – items completed: . Items needed: trench for drainage by ball diamond, remove remainder of old climbing playground equipment, small picnic table in the shelter by the

ball diamond will be dismantled in the spring and replaced with a bench in memory of Robert Drogsvold.

Village maintenance list – items completed: . Items needed: 911 sign installations, decals needed for the Village pickup truck.

Community Building maintenance list – no items needed at this time.

The Board determined that there were not enough maintenance tasks to keep a person with a 10-pound lifting restriction employed by the Village. President Nicks will write a letter and retrieve the maintenance keys.

The item to adopt a Boaz Community Building Rental policy was not acted upon and will be added to the February meeting agenda.

President Nicks reported that Michael Reuter of Wisconsin Municipal Building Inspections would be sending out certified letters concerning the dilapidated dwelling on Main Street. This letter has yet to be received at the Clerk/Treasurer's office. President Nicks will follow up with Reuter.

The public nuisance on Main Street (unlicensed vehicle on street and unlocked refrigerator) has been abated. Two members of the audience offered to assist the property owners with additional cleaning up. The Board will review the situation again after the May Clean-up.

Deputy Clerk/Treasurer Hauri sent an email message to the Village attorney about creating a driveway ordinance November 7, 2025 and is waiting for a reply.

Clerk/Treasurer Townsend confirmed camera inventory is 6. She asked where the Board would like the camera placed. The Board stated they would like to see a 360-degree view of the park if possible. Kerry Gies was given CAT6 cable to connect the remaining cameras.

President Nicks reported that Michael Reuter agreed to remain as Unified Dwelling Code Inspector for one more year while the Village finds a replacement. Richland County contracted with GEC out of Portage, Wisconsin, and President Nicks will contact the company. If GEC is a suitable replacement, the Village will contract with GEC instead.

Trustee Adrian made a motion to amend the 2025 General Account budget by moving \$1000, to General Administration and \$100 to Financial Administration from Garbage/Recycling and to amend the 2025 Sewer Account budget by moving \$300 to Wages and \$800 to Lab Testing from Pumps/Parts/Repairs; seconded by Trustee Hansen. Motion carried. The Amended Budget appears at the end of these minutes.

Deputy Clerk/Treasurer Hauri presented the December financial reports for the Sewer Utility Account and General Account. Trustee Hansen made a motion to approve the financial reports; seconded by Trustee Adrian. Motion carried.

Trustee Adrian made a motion to approve the payment of bills; seconded by Trustee Hansen. Motion carried.

The Board reviewed the 2024 Wisconsin Department of Revenue Debt Margin Report. Debt for the Village of Boaz is currently \$0.

Trustee Hansen made a motion to renew the 6-month Equipment Replacement Fund (Sewer Utility) certificate of deposit for the same term; seconded by Trustee Adrian. Motion carried.

Trustee Hansen made a motion to update wages & stipends of the following positions: Village Board, Board of Review, Plan Commission, Chief Maintenance, and the Park & Community Building Cleaner; seconded by Trustee Adrian. Motion carried.

After reviewing the application and background check, Trustee Hansen made a motion to grant an operator's license to Gracie A. Dreier-Schultz of Mill Creek Pub & Grill; seconded by Trustee Adrian. Motion carried.

A new EMS Contract with Richland County was drafted for the following municipalities: City of Richland Center, Town of Richland, Town of Henrietta, and the Village of Boaz. President Nicks signed the updated contract, and it will be sent to the County and the Village Attorney.

There is no need for a February Primary. A Deputy Clerk/Treasurer will need to be appointed for the August Primary, as Clerk/Treasurer Townsend will be out of state for the August Primary.

Reminder: The special meeting to audit the financial records for the Village of Boaz is scheduled for January 22, 2026 at 1:00 p.m. at the Boaz Community Building with phone conference capability.

The next regular meeting was confirmed for February 11, 2026 at 6:00 p.m. at the Boaz Community Building with phone conference capability. (Please note that this is a Wednesday.)

Trustee Adrian made a motion to adjourn at 8:43 p.m.; seconded by Trustee Hansen. Motion carried.

Submitted by Kaela Townsend, Clerk/Treasurer

General Account #191

Budgeted Expenses

GENERAL GOVERNMENT

Legislative 118-51100	4,500.00
(Board wages/FICA, WTA meetings Board/WTA dues)	
Legal 118-51300	1,750.00
(Eileen Brownlee, Attorney)	
General Administration 118-51400	10,500.00
(1/2 CT salary/FICA, elections, office supplies, background checks, computer, phone, website, postage, legal notices)	
Financial Administration 118-51500	5,100.00
(1/2 CT salary/FICA, assessor, BOR, GCS software)	
General Buildings 118-51600	12,750.00
(CB/UB expenses, CB wages, all maintenance FICA)	
Insurance 118-51938 (including bonds)	7,500.00
	<u>42,100.00</u>

PUBLIC SAFETY

Fire Protection 120-52200	2,400.00
Ambulance/EMS 120-52300	1,700.00
	<u>4,100.00</u>

PUBLIC WORKS

Street Maintenance 122-53311	7,400.00
(all street expenses plus street wages; no FICA)	
Street Lighting 122-53420	5,500.00
Garbage/Recycling 122-53620/	15,900.00
122-53635	28,800.00
	<u>28,800.00</u>

RECREATION

Park 126-55200	23,600.00
(all park expenses and park wages; no FICA)	
	<u>23,600.00</u>

OTHER

Other	0.00
(any expenses that do not fit in the above categories)	
	<u>0.00</u>

Designated/Future Expenses

To Designated/Future Expenses	21,000.00
(added to checking account balance - see right)	
	<u>21,000.00</u>

TOTAL EXPENSES 119,600.00

Anticipated Revenues

STATE

County & Municipal Aid 103-43410	58,363.13
Supplemental County & Municipal Aid	32,908.58
2% Fire Dues 103-43420	250.00
General Transportation Aid 103-43531	6,015.00
	<u>97,536.71</u>

COUNTY

Grants 103-43790	600.00
(park aid & recycling grants)	
	<u>600.00</u>

VILLAGE

Taxes (Levy) 100-41110	13,560.00
Business Licenses 105-44100	500.00
(Class B and Operators)	
General Gov't Charges 109-46100	30.00
(copies and liquor license publication fees)	
Park Fees/Donations 109-46720	700.00
Community Building Use 109-46743	2,750.00
Interest and Dividends 113-48110	2,500.00
Miscellaneous 113-48900	1,423.29
(Richland Grant Telephone, Premier Coop, Town of Dayton; flag donations 113-48500)	
	<u>21,463.29</u>

TOTAL REVENUES 119,600.00

DESIGNATED/FUTURE EXPENSES

Covered by 2024 Checking Account Balance (\$31,605), amount budgeted from left (\$25,000), and 6 mo. sealcoat CD (\$50,000):

Years 1-5 sealcoating (2019-2023)	50,000.00
Year 6 sealcoating (2024 for 2028)	10,000.00
Year 7 sealcoating (2025 for 2028)	10,000.00
Street/Drainage Improvement Acc't	4,000.00
Park Improvement Account	15,000.00
Storm Response Account	13,600.00
Fire Numbering Signs	4,000.00
	<u>106,600.00</u>

Covered by Certificates of Deposit:

Contingency Reserve Fund (approx. 6 months' normal operating expenses)	\$40,000.00
Building & Equipment Reserve Fund	\$55,000.00