

REGULAR VILLAGE OF BIRON BOARD MEETING JANUARY 12, 2009

The January 12, 2009 Regular Board meeting was called to order by President Jon Evenson at 6:30 p.m. at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Trustees: Tammy Steward, June Siegler, Jan Gaber, Dan Muleski, Margaret Billman and Wayne Lambert attended by phone. Also in attendance were Public Works Supervisor Rick O'Keefe, Treasurer Joyce Komppa and three residents, Keith Helmrick - Classic Development and Lee Emmer - MSA Professional Services.

MINUTES: Minutes were reviewed from the Public Hearing on the Proposed Budget held on December 8, 2008, the Special Board Meeting held on December 8, 2008 to adopt the levy and approve water & wastewater budgets and the Regular Board meeting held on December 8, 2008. **Motion** Muleski to accept the minutes of the Public Hearing and Special Board Meeting held on December 8, 2008, seconded Siegler. M.C. **Motion** Muleski to accept the minutes of the Regular Board Meeting held on December 8, 2008, seconded Steward. M.C.

PUBLIC COMMENTS: It was questioned if the Board had looked into the impact that the closing of Greg Ellious Motors would have on the Village. This has not been reviewed as of yet but will be looked into.

FINANCE & BUDGET COMMITTEE: Chairperson Billman reporting. **Committee Minutes & Chairperson's Update:** Committee met, reviewed, and approved all the bills for the Village, Wastewater Department and Water Utility. The bill for insurance for the position bond which insures each position treasurer, clerk and utility clerk for payment collections will be split with water utility according to the schedule provided by the insurance company. **Motion** Muleski to pay all bills as recommended by Finance Committee, seconded Siegler. M.C. **Review Non-Lapsing Funds and Year End Deposits** – Committee recommends adding an additional \$70,000.00 into the non-lapsing funds to be distributed as follows: \$10,000.00 to the fire truck fund, \$25,000.00 to the public works equipment fund, \$30,000.00 to resurface streets fund, \$3,000.00 to shelter house fund and \$2,000.00 to heating and air conditioning fund. **Motion** Gaber to deposit the funds in the non lapsing accounts as recommended by the Finance & Budget Committee, seconded Siegler. Lambert requested that the payment to the shelter house fund be held out of the motion. Gaber amended her motion to deposit all the funds except for the funds to the shelter house fund according to the recommendation by Finance & Budget Committee, seconded Siegler. M.C. **Motion** Gaber to deposit \$3,000.00 into the shelter house non lapsing fund, seconded Siegler. M.C. with Lambert against. **Review Year End Account Balances** – Committee reviewed the year end balance on the general checking account and discussed the appropriate amount to have on hand as a beginning balance to carry us through the leaner months of the year. The general account balance at the end of 2008 was \$377,018.65 less the advance tax collections of \$284,800.36 left the end of year balance at \$92,218.29 which is a comfortable balance to begin the next year with. Committee will try to keep future end of year balances around this amount. **Discuss Tax Bill Process** – Wisconsin Department of Revenue is reviewing our tax bills to determine why the percentage change was so high. It appears that the residential class took the biggest hit of the tax burden as that class had some increase applied to it whereas the manufacturing was decreased due to the percentage of assessment change. Many different factors play into the tax bill scenario and both the Department of Revenue's Wausau office and Madison office have been reviewing this and will provide a clearer explanation after their review. **Motion** Muleski to accept the Finance and Budget Committee report, seconded Evenson. M.C.

TREASURER'S REPORT: Treasurer Komppa reporting. The report of expenditures and receipts was reviewed. The checking account balance on hand December 31, 2008 is \$377,018.65 which includes total receipts of \$377,018.65 which includes the tax collections of \$284,800.36 and expenditures of \$193,767.40. Investment accounts through December: Village Non-Lapsing Fund CD's \$388,687.92. **Water Utility:** Checking \$46,148.16, Money Market \$15,521.75, Non-Lapsing Fund \$301,948.26. **Wastewater Department:** Checking \$3,916.66, Non-Lapsing Fund \$10,792.03. **Motion** Muleski to accept the Treasurer's report, seconded Steward. M.C.

PUBLIC WORKS COMMITTEE: Chairperson Steward reporting. **Committee Minutes & Chairperson's Update on the following – 2009 Projects** – In March the crew will begin flushing the hydrants and following flushing the sewers will be cleaned. As time allows some of the older fire hydrants will be replaced as well as catch basins in the older section of the village. There are 3 or 4 wastewater manholes that still need to be replaced and then we will start on replacing the storm sewer manholes. A culvert needs to be replaced on Deer Street and companies for street sweeping service will be looked into. **Discuss Removal of Trailer 13 at 3151 Plover Road** – The crew will take care of the disposal of trailer 13. **Update on Shore Acres Road Project** – The bore markings have not been started yet. **Update on Manhole Rebuilding** – The scheduled repair on the manholes for 2008 was completed. The cost for wastewater manholes was \$9,440.00 plus castings of 1,020 and the cost for the one storm sewer manhole replaced was \$2,590.00. **Public Works Supervisor's Update** –

Lampert Lee performed the surveying services for Farmland Services and the required Digger's Hotline markings were done. A couple of letters were sent out to Highway 54 property owners where the sidewalks were not kept up. A relay was changed at lift station # 1 located in the area of the old hall (North Biron Drive) but the problem was electrical and seems to be fixed now. **Motion** Billman to accept the Public Works Committee report, seconded Gaber. M.C.

WATER UTILITY COMMITTEE: Chairperson Siegler reporting. **Committee meeting minutes and Chairperson's Update on the following – Revise Ordinance for Delinquent Water Payments to Allow for Shutting Off Service –** Committee reviewed the current ordinance and recommends adding a couple of lines to allow for shutting service off to residents who do not pay their utility bills. Currently those charges are going on the residents' tax bill. **Motion** Margaret to revise the ordinance to allow for disconnecting the service, seconded Lambert. M.C. **Review the Possibility of a Payment Drop Box –** Committee has decided against a payment drop off box. Currently payments can be made by mail, at the municipal center or at Baker Street IGA. **Water Superintendent's Update –** The 2009 summer projects include replacement of fire hydrants especially in the old part of the village. A fire hydrant needs to be replaced on Shore Acres by the park but that will be part of the Shore Acres road project. The fluoride equipment is in and running. **Motion** Muleski to accept the Water Utility Committee report, seconded Gaber. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Jan Gaber reporting. **Committee Minutes & Chairperson's Update on the following – Planning for Chili Cook-Off and Chocolate Challenge –** This event will be held on February 28, 2009. Prices are: adults \$5.00, Children ages 6 – 10 \$2.50 and ages 5 and under is free for chili only. Hot dog plates will be available for \$2.00 and extra hot dogs are \$1.00. Canned soda will also be available at \$1.00 per can. Contestants will need to prepare their chili at the municipal center. **Motion** Siegler to accept the Public Property, Safety & Recreation Committee report, seconded Steward. M.C.

WASTEWATER COMMISSION: Commission Member Tammy Steward reporting. *Note: The Waste Water Treatment Plant is operated & staffed by the City of Wisconsin Rapids. One member of the Village of Biron Board of Trustees is an acting member of the Commission.* - At the December 10, 2008 meeting the expansion project which is underway was discussed. The Treatment Plant will no longer be accepting sludge from campers during the construction phase. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Siegler. M.C.

PERSONNEL COMMITTEE: Chairperson Wayne Lambert reporting. **Non-Union Employees Wages & Benefits –** **Motion** Lambert to give the part-time employees performing the security and cleaning and waxing services a 2.75 percent wage increase for 2009, seconded Muleski. M.C. with Steward abstaining to avoid a conflict of interest. **Motion** Lambert to give the non-union, full-time employees being the clerk, utility clerk and Public Works Supervisor/Water Superintendent a 2.75 percent wage increase for 2009 and the Public Works Supervisor will receive a one-time merit bonus of \$345.00 and continue to receive his \$400.00 vision coverage and the clerk and utility clerk will receive a \$400.00 vision coverage to allow them the same health benefits that the crew has had for the past six years, seconded Steward. M.C. The \$400.00 vision coverage is a lump sum payment for 2009 and future years. **Motion** Lambert to accept the Personnel Committee report, seconded Steward. M.C.

PRESIDENT'S REPORT: President Evenson reporting. **Lee Emmer, MSA Professional Services, Economic Stimulus Infrastructure Suggestions and Report -** Lee Emmer discussed TIF #1 & 2 amendment process. The annexation will occur concurrently with the TIF amendment process. **Motion** Evenson to appoint Tom Schneider and Dan Muleski as joint review board members, seconded Gaber. M.C. Lee Emmer also discussed various grants that are available to apply for and the timeline, process and requirements of applying. It was requested that Lee Emmer, MSA Professional Services, submit a proposal for services to apply for these grants and necessary work to be included in the grant requests and design and planning services for phase 1A. Plan Commission will review the proposal and then make a recommendation to the board. **Report on Meeting Activity –** Muleski & Evenson attended a meeting on possible grants and Evenson attended the Wood County meeting on Dec. 16th when the Intergovernmental Agreement was approved. **Candidates that have Filed Candidacy Papers for Local Elections to be held on April 7, 2009 -** Non-Candidacy papers were filed by Treasurer Joyce Kompka and Trustee Wayne Lambert. Jon Evenson filed candidacy papers for president and candidacy papers were filed for three trustee positions by Margaret Billman, Tammy Steward and Tim Krause. Those with filed candidacy papers will appear on the ballot on April 7, 2009. **Motion** Gaber to accept the President's report, seconded Siegler. M.C.

ADJOURNMENT: **Motion** Muleski to adjourn the January 12, 2009 board meeting, seconded Gaber. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk