

**VILLAGE OF BIRON REGULAR BOARD MEETING  
MINUTES – October 12, 2020**

The October 12, 2020 Regular Village Board meeting was called to order at 6:36 p.m. by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

**PRESENT:** Jon Evenson, Tammy Steward, Sue Carlson, Patty Gapen, Mark Honkomp, Mike Guillemot, and Dan Muleski. Also present: 3 guests

**MINUTES:** Minutes were reviewed from the September 14 Regular Board meeting. Motion Honkomp, second Muleski to approve the minutes as printed. M.C.

**PUBLIC COMMENT:** None

**FINANCE & BUDGET COMMITTEE:** Chair Patty Gapen reporting. The committee met October 7. All bills, non-lapsing accounts, and journal entries for the Village and Utility departments were in order. Motion Guillemot, second Honkomp to approve all bills and journal entries for September. M.C. Discussion was held regarding a bonus for staff covering duties until a new Public Works Director is hired. Motion Evenson, second Guillemot to pay each Village employee a \$250 bonus each 15<sup>th</sup> of the month until a new director is hired. The Finance Committee will review monthly. The bonus will be paid on a separate check. M.C. Evenson stated he and the Clerk are developing the 2021 budget and will have it for Finance to review on November 4 and the Board to review November 9. The budget hearing will be November 23.

**TREASURER'S REPORT:** Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for September 2020: \$49,349.14. Expenses: \$463,563.92. General checking account bills were paid on check #'s 22637-22688 with 9 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of September bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$945,040.19. Utilities Checking: \$243,450.24. Money Market \$247,893.06. Utility bills were paid on check #'s 4432-4444. Non-Lapsing Fund: \$14,473.21. A list of all checks paid for Utilities was included for the Board to review. Motion Honkomp, second Steward to approve the September Treasurer's report. M.C.

**BIRON VOLUNTEER FIRE DEPARTMENT REPORT:** Chief David Kerkman reporting. September training was on ladders and vertical ventilation. The house burn drill on N. Biron Drive did not occur as the owner did not file an asbestos abatement report with the DNR. It is hoped to be rescheduled for Spring 2021. There were 3 emergency calls and 3 fire calls in September. Current department roster is at 19. Members of the apparatus committee toured other community fire departments that recently purchased new fire trucks. They will be working on a spec sheet to present to the Public Property Committee. Motion Honkomp, second Guillemot to approve the Fire Department report. M.C.

**PERSONNEL COMMITTEE REPORT:** Chairperson Mark Honkomp reporting. The committee will be reviewing applications for the Public Works Director position and scheduling interviews in the future. Motion Evenson, second Muleski to approve the Committee report. M.C.

**LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT:** Chairperson Dan Muleski reporting. Muleski reported he continues to monitor ongoing ordinance violations with the clerk and

building inspector. Ordinance codification is complete and a public hearing will be held November 23. Motion Honkomp, second Guillemot to approve the Legislative, Ordinance and Zoning Committee report. M.C.

**PUBLIC WORKS COMMITTEE REPORT:** Chairperson Tammy Steward reporting. Seals at the Bauer Street lift station went out. Repair cost is approximately \$5,600. Two pumps at the lift station on kidney island are leaking. Cost of two pumps, fittings, check valves (all stainless) is approximately \$30,000. Motion Muleski, second Steward to repair both lift stations with funds to be taken from the Storm/Sanitary Sewer Replacement non-lapsing fund. M.C. The lift station on North Biron Drive is also in need of repair/replacement. Xylem will be contacted to provide a quote. Motion Muleski, second Carlson to approve the Public Works Committee report. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT:** Chairperson Mike Guillemot reporting. UV air purifiers were installed on the two newer furnaces at the municipal center. Memorial items at Village parks were discussed. Total cost needs to be determined prior to contacting interested donors. Discussion held on possibly hiring a summer helper to mow, empty trash, etc. The Clerk will contact the Teamsters representative to obtain parameters. Guillemot stated No Wake buoys are needed around the Bridgewater area boat launch. He will be contacting CWPCo as those may be their responsibility to install. Quotes were obtained for a generator for the municipal center; approximate cost is \$55,000. The Clerk will contact Emergency Management to ask about grant availability. Municipal Center and Parks 2021 budgets were completed. Motion Honkomp, second Muleski to approve the Public Property Committee report. M.C.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Sue Carlson reporting. The 2021 budget is completed. The Water Revenue Bond loan for the Business Park that is TID related was discussed. The Committee asks the Village to pay the principle 75,000.00 and interest amount 16,125.00 for a total amount of \$91,125.00 in 2021. There is currently around \$3,000 in water revenue that customers are delinquent on for greater than 61 days. The first possible date for disconnection of service if a customer has not paid a bill in full and if the utility and customer have not reached agreement on a deferred payment agreement is after November 1, 2020. After November 1, 2020, water utilities may disconnect service to customers due to non-payment in compliance with notice requirements by the Public Service Commission. Motion Muleski, second Honkomp to approve the Water Utility Committee report. M.C.

**WASTE WATER COMMISSION REPORT:** *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.* Motion Muleski, second Evenson to approve minutes of September 2, 2020. M.C.

**CLERK'S REPORT:** Trick or Treat hours were discussed. Motion Muleski, second Honkomp to approve Trick or Treat hours of 5:00 p.m. to 7:00 p.m. on Saturday, October 31. Due to the pandemic, the village asks that all participants help prevent the spread of COVID-19 by practicing safe social distancing. PPE masks are not required but are encouraged. For those wanting to pass out candy, it is highly recommended to place the candy in a bucket or table on the front porch. No in-person contact is recommended. For those not wanting to pass out candy, turn your porch light off. Trick-or-treaters should also respect those who have their lights turned off.

Arndt reviewed General Election procedures in place for November 3<sup>rd</sup>. Arndt applied and received three election-related grants for a combined total of over \$19,000. Motion Honkomp, second Evenson to approve the Clerk's report. M.C.

**PRESIDENT'S REPORT:** Evenson reported he along with Rich Schaetz did a walk-through of the vegetation and buffer area. Vegetation growth will be re-evaluated in Spring 2021. Motion Muleski, second Guillemot to approve the President's report. M.C.

**ADJOURN:** Motion Honkomp, second Evenson to adjourn at 7:55 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
Jon T. Evenson, President