

**REGULAR VILLAGE OF BIRON BOARD MEETING OCTOBER 14, 2013**

The October 14, 2013 Regular Board meeting was called to order by President Jon Evenson at the Biron Municipal Center at 6:30 p.m. The meeting was properly posted according to Wisconsin State Statutes.

**PRESENT:** Trustees: Tammy Steward, Susan Carlson, June Siegler, Mark Honkomp and Bob Walker. Dan Muleski was pre-approved absent. Also in attendance were: Treasurer Pam Witt, Public Work's Supervisor Rick O'Keefe, Dan Borchardt from MSA Professional Service, Jim Mann from Ehlers & Associates, Greg McDonald and Attorney JP LaChapelle for Midwest Cold Storage, Keith Helmrick from Classic Development, Mike Schoenholz for the Biron Licensee group and one resident.

**MINUTES:** Minutes were reviewed from the Regular Board Meeting held on September 9, 2013 and the Special Board Meeting held on September 16, 2013. **Motion** Honkomp to approve the minutes from the Regular Board meeting held on September 9, 2013, seconded Steward. M.C. **Motion** Siegler to approve the minutes from the Special Board meeting held on September 16, 2013, seconded Carlson. M.C.

**FINANCE & BUDGET COMMITTEE:** Chairperson Bob Walker reporting. **Approve all bills, Non Lapsing Accounts and Journal Entries for the Village, Water and Wastewater Departments** – Committee reviewed bills, journal entries and non lapsing accounts and found them to be in order for all departments. **Auditor's Proposals** – Committee reviewed the two audit proposals and agreed to stay with Schenck. **Insurance Proposal for Sewer Backup insurance** – Committee decided not to go with the sewer backup insurance. **Motion** Walker to accept the Finance Committee report including approval of all bills, journal entries and non lapsing accounts for the Village, Water and Wastewater Department and to accept the audit proposal from Schenck and not to include the insurance proposal for sewer backup as recommended by the Finance Committee, seconded Carlson. M.C.

**TREASURER'S REPORT:** Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for September is \$2,284.30 and expenses were \$85,578.22. The checking account balance on hand September 30, 2013 is \$391,363.61. General checking account bills were paid on check #'s 164181-16546 with 6 auto pays, to pay the State, IRS and Deferred Comp and State retirement for payroll deductions. A list of all September bills was included for the board to review. Investment accounts through September: Village Non-Lapsing Fund \$428,737.51. **Water Utility:** Checking \$53,846.96, Money Market \$105,698.42, Water bills were paid on check #'s 3479-3489. **Wastewater Department:** Checking \$27,796.09, Non-Lapsing Fund \$14,336.45. Wastewater bills were paid on check #'s 2652-2656. A list of all checks paid for the water & wastewater was included for the board to review. **Motion** Walker to accept the Treasurer's report, seconded Carlson. M.C.

**PUBLIC WORK'S COMMITTEE REPORT: Public Works Supervisor reporting: Update** – The 2011 truck was purchased in Watertown for \$14,015.00. It seems to be a very good truck. It will replace the 1992 Dodge Dakota. **Motion** Evenson to allow the Public Work's Supervisor to use his discretion in getting rid of the old truck. Whether it be to junk it or sell it and whatever he would feel would be a reasonable offer, seconded Siegler. M.C. **Motion** Honkomp to accept the Public Works Committee report, seconded Siegler. M.C.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Susan Carlson reporting. **Business Park Water Utility and Borrowing** – Committee discussed information on bond issuance for the business park. **Water Budget** – Committee finished their budget for 2014 and is submitting to the Budget Committee for review. **Water Superintendent's Update** - The crew is  $\frac{3}{4}$  done with flushing of the storm sewers. The test wells in Grand Rapids will be pulled per the owner's request. **Motion** Honkomp to accept the Water Utility Committee report, seconded Steward. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE:** Chairperson June Siegler reporting. **Discuss Pull Down Screening for Shelter House** – No further information has been received so committee will keep checking and possibly have a cost for the next board meeting. **Update on Signs at the Park for No Bikes, No Skateboards and No Rollerblading** – Committee approved a sign that the Public Work's Supervisor came up with. The cost is \$20.00 per sign and one sign per the 5 gated areas would be needed. **Update on the Paint Issue on the Gate at the Park** – Public Work's Supervisor is working on this. **2014 Budget** – Committee has completed their budget and has turned it over for the Budget Committee to review. If possible committee would like to budget for the tennis court resurfacing, a court for the basketball hoops, and fixing the parking lot at the park and municipal center. **Public Works Supervisor's Update** - There are issues with the siren at the mill that will need to be taken care of. **Park Closure**– Weather permitting the park will close the last weekend of October. **Motion Honkomp** to accept the Public Property, Safety & Recreation Committee report, seconded Walker. M.C.

**WASTEWATER COMMISSION REPORT:** Commission Member 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.* - **Review Minutes from the October 2, 2013 Wastewater Commission meeting.** The minutes were available for the board to review. Commission members discussed the bids for the Clarifier project and stated that they were either incomplete or over the budgeted amount. A motion was made and seconded to re-bid this project next year. Commission members were provided a handout that illustrated the cost savings associated with the Jenbacher generator producing its own power vs. having to purchase the power from an outside source. **Motion** Honkomp to accept the Wastewater Treatment Commission report, seconded Evenson. M.C.

**PRESIDENT'S REPORT:** President Evenson reporting **Review the Deed for the Park & Determine if we Need to Update the Deed to Keep the Park Area as a Park for the next 50 years** - This subject is referred to the Safety & Welfare Committee for review. **Update on Midwest Cold Storage by Greg McDonald** – The cold storage units are about 2/3 full and the new section is about ½ full. 80-90 trucks a day are delivering to Midwest Cold Storage. The 2<sup>nd</sup> amended agreement was previously approved by the board but was signed at this meeting since Greg McDonald and his attorney JP LaChapelle were in attendance. **MSA Updates – on the 72<sup>nd</sup> Street, South Biron Drive Realignment** – 72<sup>nd</sup> Street is under construction – curb and gutter will be put in next week and by the end of the month we should have an entrance to the business park. **Discussion on the Progression of ROW Negotiations Review** There are twenty three parcels on the South Biron Drive project and payment has been made to six owners and the conveyances have been recorded. **Village President Request for Consolidated Property – Donation** - Consolidated Water has signed a donation waiver for the acquisition needed. **Motion** Honkomp to accept Consolidated Water Power donation on parcel #24, seconded Carlson. M.C. MSA reworked the alignment in front of parcel #3 (Pat Wolosek's) and determined that by moving the trail crossing back to the northern driveway for the Wellington Place, the road was able to be shifted 9 feet in front of his 24 inch tree. **ROW Plat Update** – MSA presented a modified plan #7 for South Biron Drive. Everything agreed to at the January special board meeting has been accomplished in the revisions of the modified plan #7 **Paul Gurtler correspondence with Barb Skibinski** - The items that were mentioned within the letters has been or is being addressed in the modified plan. Due to the fact that this area is already established the Village would not require a variance from the ordinance for setbacks. **Consolidated Property at Cranberry Ditch** – Tom Witt is questioning whether their property line goes to the shore line of the ditch or to the middle of the ditch. This will be checked on. MSA has provided two copies of the water map for the DNR and two copies for the Village in addition to a laminated water system map book. **MSA Task Order for CDA Creation** – MSA provided a handout on the Community Development Authority (CDA) and reviewed it with the board. A CDA does not affect the general obligation debt. **Motion** Evenson to approve the task order and scope of work in the amount of \$7,000.00 to create a CDA, seconded Honkomp. M.C. **Updated Cashflows for TID's 2 & 3 Discussion and Motion to Proceed with Water Revenue Bonds – Jim Mann from Ehlers – Motion** Siegler to authorize Ehlers to proceed with the creation of the water revenue bond financing not to exceed \$ 950,000, seconded Steward. M. C. Jim Mann was given further information that he could consider as he is preparing the bond financing.

**CLOSED SESSION** – **Motion** Honkomp to go into closed session according to State Statues 19.85(1)(e) which reads as follows:....deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”. The board will consider the nominal payment request along South Biron Drive., seconded Siegler. M.C. by roll call vote with all in favor. **IN CLOSED SESSION** a motion was made and seconded to return to **OPEN Session.** **Motion** Honkomp to accept the nominal payment parcel payment for parcel #23, seconded Carlson. M.C. **Motion** Walker to accept the plat revision dated 10/14/13, seconded Siegler. M.C. **Motion** Honkomp to accept the President's report, seconded Carlson. M.C.

**ADJOURNMENT:** **Motion** Honkomp to adjourn the October 14, 2013 regular board meeting, seconded Siegler. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk