

REGULAR VILLAGE OF BIRON BOARD MEETING OCTOBER 8, 2012

The Regular Board meeting held on October 8, 2012 was called to order by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Trustees: Tammy Steward, Dan Muleski, Doug Egge, Susan Carlson, June Siegler and Bob Walker. Also in attendance were: Treasurer Pam Witt, Public Work's Supervisor Rick O'Keefe, Dan Borchardt from MSA Professional Services and Biron Fire Chief Mike Wilke.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on September 10, 2012. **Motion** Egge to approve the minutes from the September 10, 2012 Regular Board Meeting, seconded Muleski. M.C.

FINANCE & BUDGET COMMITTEE: **Chairperson Doug Egge 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. **Motion** Walker to approve all bills and journal entries for the Village, Water and Wastewater Departments as recommended by the Finance Committee, seconded Muleski. M.C. All bills and journal entries that were approved are on file in the office. **Proposed Audit from Schenck** – Committee reviewed the audit proposal from Schenck. Costs are comparable to the last audit. The total cost including the utilities costs for the audit is \$7,600.00. There would be an additional cost of \$700.00 for preparation of Form C. If a single audit was required it would be an additional \$3,500.00. The single audit would only be applicable if needed. **Motion** Carlson to accept the audit proposal, seconded Steward. M.C. **Budgets** – Committee reviewed the Fire Department budget and adjusted the non lapsing account so 2012 and 2013 were equal. **Motion** Muleski to accept the Finance and Budget Committee report, seconded Siegler. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for September is \$125,815.97 and expenses were \$79,868.14. The checking account balance on hand September 30, 2012 is \$384,213.14. General checking account bills were paid on check #'s 15653-15703 and 8 auto pays to pay the State, IRS and Deferred Comp for payroll deductions. A list of all August bills was included for the board to review. Investment accounts through September: Village Non-Lapsing Fund \$318,857.52. **Water Utility:** Checking \$29,967.24, Money Market \$24,545.95, Non-Lapsing Fund \$71,233.76. Water bills were paid on check #'s 3359-3368. **Wastewater Department:** Checking \$6,593.45, Non-Lapsing Fund \$14,326.78. Wastewater bills were paid on check #'s 2589-2596. A list of all checks paid for the water & wastewater were included for the board to review. **Motion** Egge to accept the Treasurer's report, seconded Carlson. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Tammy Steward reporting. **Work on 2013 Budget** - Committee worked on the wastewater budget and discussed the transportation and maintenance costs that go to the City. It was budgeted for \$120,000 but costs came in around \$85,000 so some payment will be able to be made to the Village's general fund to cover expenses. **Solar Lights on Shore Acres** – Committee is still reviewing options for solar lights. **Public Work's Supervisor's Update** – Marsh Road was done by Wood County. The storm sewers have been cleaned. There have been some problems with the lift station at Kidney Island – the cost to fix will be \$2,500 - \$3,000 for a control part. **Motion** Muleski to accept the Public Works Committee report, seconded Siegler. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Bob Walker reporting. **FCC Tower & Well Communications** – The FCC is requiring a narrow-band communication system for this type of use by the end of the year. The references for B & M Technical Services were good. The cost will be around \$24,000.00. **Motion** Muleski to replace the communications system with B & M Technical Services located in Coloma, WI, seconded Walker. M.C. The money to replace this system will come out of the water non lapsing fund. **Water Budget for 2013** – Committee reviewed the budget and accepted it. **Motion** Muleski to accept the Water Utility Committee report, seconded Steward. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Sue Carlson reporting. **Update on Shelter House** – Committee worked on colors for the fascia and soffit and agreed to an almond / cream color. The color for the roof will be a green color – darker than the municipal center. **Motion** Muleski to accept the Public Safety & Recreation committee report, seconded Evenson. M.C.

PERSONNEL COMMITTEE: Chairperson Siegler reporting. **Discussion with Teamsters Union Rep on Union Employees Wages, Benefits & Concerns** – There will be an increase in insurance costs of 6%. There will be no employee co pay change. Wage benefit will be adjusted by the 2.96 CPI. A wellness program is included in the insurance benefit. **Discussion on Union and Non Union Employees Handbook Policy** – Committee changed a few sections in the employee handbook and the policy will be updated with those changes. **Motion** Siegler to accept the Personnel Committee report, seconded Walker. M.C.

LEGISLATIVE & ORDINANCE COMMITTEE REPORT: Chairperson Muleski reporting. **Review Ordinance Violations & Complaints** – Ordinance violations and complaints were reviewed. Our attorney will review a letter that will be written to a resident. This resident has received several letters in the past. So this letter will give them 30 days to comply and then fines will be issued. **Building Permits** – Committee reviewed the building permits and discussed the inspections on those projects. **Review Ordinances for Updates** – Committee is working on updating the ordinances. **Motion** Siegler to accept the Legislative & Ordinance Committee report, seconded Steward. M.C.

FIRE DEPARTMENT – The fire department bid on a fire truck and the price was \$13,000.00 plus a 9% handling fee with a total cost of \$14,439.59. The cost to fix the rust spots will be about \$3,000.00. The truck is a 1992 Pierce Lance and is being purchased from North Shore Fire Department. **Motion** Steward to approve the purchase of the truck and the body work for a cost not to exceed \$18,000.00, seconded Evenson. M.C. The motion was amended by Egge that the funds come from the fire department non lapsing account. All members were in favor of the change in the motion.

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 3, 2012 Commission meeting.** The minutes from the meeting were included in the packet for review. Basically the plant is running fine. There is some issues with Ocean Spray but it is being worked out. **Motion** Evenson to accept the Wastewater Treatment Commission report, seconded Siegler. M.C.

PRESIDENT'S REPORT: President Evenson reporting. **MSA Updates on the CDBG Grant, Water Distribution System Improvements and the South Biron Drive 2013 Reconstruction Project, Discuss Public Information Meeting and Project Schedule** – The Village of Biron was awarded a \$365,000 CDBG grand from the Wisconsin Economic Development Corporation. The Village has 60 days to accept this award and upon acceptance has 18 months to spend the grant money. A water sharing agreement is being prepared by Ruder Ware and a meeting was held with the City of Wisconsin Rapids to discuss the indemnification clauses that the City would like included in the document. The Village met with Beth Norquist about the Stewardship Funding application. The DNR is looking very favorable on Biron's application and feels the project construction has a great opportunity to be funded 100% with state and federal money. Wellington Place is considering the village's request to realign the roadway on their property and create a park along the river. A mock presentation on the South Biron Drive project will be held on October 15th for the board. The public information meeting will be held on October 29th. **Motion** Egge to accept the President's report, seconded Muleski. M.C.

ADJOURNMENT: **Motion** Siegler to adjourn the October 8, 2012 board meeting, seconded Walker. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk