

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES - DECEMBER 14, 2015**

The December 14, 2015 Regular Village Board meeting was called to order at 6:30 p.m. by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Trustees: Mark Honkomp, Tammy Steward, Bob Walker, Dan Muleski, Susan Carlson and June Siegler were present. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, MSA representative Daniel Borchardt, Mike Schoenholz, Keith Helmrick

MINUTES: Minutes were reviewed from the Public Hearing and Regular Board Meeting held November 9, 2015. **Motion** Muleski, second Carlson to approve the minutes as presented. M.C. Minutes were reviewed from the Public Hearing and Special Board Meeting held November 30, 2015. **Motion** Honkomp, second Muleski to approve the minutes as presented. M.C.

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. The committee met November 23 and December 9. All bills were in order. The Village has been insured by the Local Government Property Insurance Fund through 12/31/15. Spectrum Insurance Group submitted a bid for coverage effective 1/1/16 through 12/31/16. **Motion** by Walker, second Steward to accept a bid for \$23,921.66 from Spectrum as outlined in their bid. M.C. Chairperson Walker expressed thanks to Nancy and Anne for diligently working to correct account errors. All accounts are now balanced. **Motion** by Walker, second Honkomp to accept the Finance & Budget Committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: receipts for November 2015 were \$52,926.20. Expenses were \$83,405.31. General checking account bills were paid on check #~~q~~ 18162-18590 with 9 auto pays to pay the State, IRS, Deferred Comp and State retirement for payroll deductions. A list of all November bills was included for the board to review. Village Non-Lapsing Fund \$561,951.37. **Water Utility:** Checking \$93,473.02 Money Market \$426,874.15. Water bills were paid on check #~~q~~ 3740-3749. **Wastewater Department:** Checking \$57,331.99. Non-Lapsing Fund \$14,352.82. Wastewater bills were paid on check #~~q~~ 2789-2793. A list of all checks paid for the water & wastewater was included for the board to review. **Motion** by Honkomp, second Siegler to accept the Treasurer's report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Dan Muleski reporting. **Public Works Supervisor's Update** – The Public Works Supervisor reported 25 mile per hour speed limit signs have been installed on S. Biron Drive. A notice has also been posted on the village website. A ~~no~~ motorized vehicles+sign has also been installed on the new bike trail. **Motion** Evenson, second Honkomp to approve the Public Works Committee report. M.C.

WATER UTILITY UPDATE: Chairperson Susan Carlson reporting. **Water Superintendent's update** – The Water Superintendent reported the new water main on Hwy 54 to S. Biron Drive was not flushed long enough. Several residents reported a strong chlorine smell and taste in the water on Thanksgiving day. The main was flushed an additional five hours and many tests were made checking chlorine levels until the issue was resolved. A new relay transfer switch has been installed at the well. **Motion** Muleski, second Siegler to accept the Water Utility Committee report. M.C.

SAFETY & WELFARE COMMITTEE REPORT: Committee Chairperson June Siegler reporting. The committee met November 16. An update was given on the cranberry breakfast and receipts and expenses were reviewed. Several Trustees stated they received numerous positive comments from citizens about the breakfast and are looking forward to next year. **Motion** Honkomp, second Evenson to accept the Safety & Welfare Committee Report. M.C.

WASTEWATER COMMISSION REPORT: 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.* Minutes from the December 2, 2015 wastewater commission meeting were available for review. **Motion** Honkomp, second Muleski to accept the Wastewater Treatment Commission report. M.C.

MSA UPDATE: MSA stated that the Earth contract is 100% complete and recommended that the project be approved for final payment prior to the CDBG deadline 12/31/15 for final contractor payment for the Village to take full advantage of the CDBG grant discounted dollar. MSA recommended that all retainage be paid for this reason understanding Earth has a 1 year warranty on the contract work that needs to be up held. CDBG would not approve an additional time extension for this contract. With the final project

payment being approved the Village will leave approx. \$13,000 of unused grant money on the project that will not be used because the project came in under budget. Trustees asked about installing street lights on S. Biron Drive. Borchardt stated the village will be responsible for the entire cost of lights as they were not part of the original contract. The Public Works Committee will check into costs for future installation. Village crew members have installed reflector poles in the area. Conduit is already in place for lighting.

Earth Payment Requests

Motion by Walker, second Muleski to approve Earth's Change Order 1 including zero balancing the contract. M.C. Borchardt presented Amendment #10 requesting an additional \$7,500 for additional construction observation. After lengthy discussion Borchardt was advised more information be provided at a future meeting for Board consideration. **Motion** Muleski, second Steward to approve the Certificate of Substantial Completion with the understanding Earth will have restoration work to complete in the spring and uphold the contract warranty. M.C. **Motion** Evenson, second Muleski to approve Earth's pay Application 5 (Final) for \$763,753.07. M.C. Borchardt provided an update on the meeting earlier in the day with WDNR CME Bernie Robertson and that the DNR was satisfied with the project. MSA recommended to the Village signing the acceptance certification to start the closeout paperwork for the SDWL.

Janke Payment Requests

Motion Evenson, second Walker to approve Janke's Change Order 1 Project B. M.C. **Motion** Muleski, second Honkomp to approve Janke's Change Order 1 Project C including a time extension request for Project B and C. M.C. **Motion** Steward, second Carlson to approve Janke's Pay Application 2 Project B for \$90,347.88. M.C. **Motion** Walker, second Muleski to approve Janke's Pay Application 2 Project C for \$48,592.00. M.C. **Motion** Muleski, second Steward to approve Certificate of Substantial Completion for Project B (approved with the understanding that there is a 1 year warranty in the specifications just on the plantings from when they are planted and this Certificate only commences the warranty on the products installed) and C. M.C.

PRESIDENT'S UPDATE: Keith Helmrick of Classic Development Corp gave an overview of the Consolidated Water Power FERC application process. **Motion** Muleski, second Walker to submit a letter of support of the Consolidated Water Power FERC application. M.C. **Motion** Honkomp, second Walker to approve Resolution 12-15-1 naming Nekoosa Port Edwards State Bank as the Village bank depository for 2016. M.C. **Motion** Honkomp, second Steward to approve the appointment of Patricia Buzza, Dawn Weaver, Susan Carlson, Diane Gavin, Joan Gebert, and Maggie Muleski as election officials for 2016-2017. M.C. **Motion** Muleski, second Honkomp to approve the President's Update. M.C.

PERSONNEL COMMITTEE: Chairperson Tammy Steward reporting. The committee met November 16. **Motion** Muleski, second Honkomp to recommend 1% wage increase for all employees and no contribution toward health insurance at this time. M.C. **Motion** Honkomp, second Steward at 8:15 p.m. to go into closed session according to State Statutes 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. **Motion** Muleski, second Honkomp at 8:50 p.m. to go out of closed session. M.C.

ADJOURN – **Motion** Walker, second Muleski to adjourn at 8:50 a.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President