

**REGULAR VILLAGE OF BIRON BOARD MEETING FEBRUARY 13, 2012**

The February 13, 2012 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, Susan Carlson, Dan Muleski, June Siegler, Doug Egge and Bob Walker. Also in attendance were Treasurer Pam Witt, Public Works Director / Water Superintendent Rick O'Keefe, three representatives from MSA Professional Services, Wendy Hack from Solarus, Keith Helmrick and one interested party.

**MINUTES:** Minutes were reviewed from the Regular Board Meeting held on January 9, 2012. **Motion** Carlson to approve the minutes from the January 9, 2012 Regular Board Meeting, seconded Muleski. M.C.

**FINANCE & BUDGET COMMITTEE:** Chairperson Walker reporting. **Review 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, seconded Carlson. M.C. **Audit Proposal – Motion** Walker to approve the audit proposal with Schenck at a \$500.00 reduced cost of \$7,300.00, seconded Muleski. Motion Carried. **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' including taxes is \$350,893.48 and expenses is \$369,785.45. The checking account balance on hand January 31, 2012 is \$567,350.58. General checking account bills were paid on check #'s 15108-15178 and 6 auto pays to pay the State, IRS and Deferred Comp for payroll deductions. Investment accounts through January: Village Non-Lapsing Fund \$315,715.77. **Water Utility:** Checking \$91,712.53, Money Market \$19,387.04, Non-Lapsing Fund \$70,946.76. Water bills were paid on check #'s 3290-3296. **Wastewater Department:** Checking \$6,775.08, Non-Lapsing Fund \$14,316.85. Wastewater bills were paid on check #'s 2557-2560. **Motion** Muleski to accept the Treasurer's report, seconded Siegler. M.C.

**PUBLIC WORK'S COMMITTEE REPORT:** Chairperson Steward reporting. **Discuss Snowplowing of Sidewalks on Highway 54 –** Crew is taking care of the sidewalks as time permits. **Storm Water on South Biron Drive –** Just informational at committee level. **Cracksealing Proposal and Road Ratings – Motion** Steward to have Fahrner Asphalt crack seal the roads up to a cost of \$4,500.00 for 2012, seconded Siegler. M.C. **Review DNR/UWSP/Comm Inventory and Management Plan for Urban Forestry –** A meeting will be held with the group that will perform the inventory and management plan. A representative from Public Works and Safety & Welfare Committee is invited to attend along with any other board members interested. **Shredding Truck Loader –** Committee is just reviewing options. **Possible Purchase of a Used Truck with Dump Box –** Committee reviewed the information on a 2008 Ford 350 Lariat. Rick O'Keefe, Public Works Supervisor does not intend to put a plow on this truck. The engine has been replaced and the box is new with hydraulics. L & L Motors is willing to extend the warranty for 3 additional years. This truck would replace the 2000 Ford F350 with snowplow, and the 1992 GMC 3500 Dump Truck. The 1980 Vactor Sewer Truck will also be sold. Funds to purchase this truck will be taken from the Non Lapsing account. **Motion** Muleski to purchase the truck for \$34,000.00 with the 3 years extended warranty, seconded Carlson. M.C. by roll call vote with Evenson against. The trucks being replaced, the 2000 Ford F350 with snowplow, the 1992 GMC 3500 Dump Truck and 1980 Vactor Sewer Truck, will be advertised for sale on a bid basis and sold as is. Bids will be accepted until 11:00 a.m. on 3/29/12. The trucks can be seen at 630 Center St. and any questions can be directed to Rick at 715-323-2001. **Motion** Muleski to accept the Public Works Committee report, seconded Walker. M.C.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Doug Egre reporting. **Review Cross Connection Ordinance and Private Well Ordinances for Possible Revisions** – After discussion the private well ordinance was referred back to committee. **Motion** Egre to accept the cross connection ordinance #1-12 which will replace existing ordinances 13.14 and 15.16, seconded Muleski. M.C. **Discuss MSA’s Proposed Projects** – see update under President’s report. **Water Superintendent’s Update** – Some meters were bought from Baraboo Water Utility department. **Motion** Siegler to accept the Water Utility Report, seconded Muleski. M.C.

**LEGISLATURE, ORDINANCE & ZONING COMMITTEE:** Chairperson Muleski reporting. **Review Building Permits** – Committee discussed building permits and the inspections. When a building permit is given, Bruce McMiller will be notified and he will need to respond that the inspection was completed to both Dan & Deb. The notice will be attached to the building permit and moved to a closed file. **Ordinance for Banning Concealed Weapons on Municipal Property** - **Motion** Muleski to amend the 9.02(2) ordinance with Ordinance #2-12, seconded Egre. M.C. **Motion** Walker to accept the Legislature, Ordinance & Zoning Committee report, seconded Steward. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE:** Chairperson Sue Carlson reporting. **Phone System** – The board discussed the proposal from Solarus to change the phone system. Wendy Hack a representative from Solarus gave a brief overview of the phone system and answered questions. Solarus will manage and trouble shoot the system. The phone plugs into the internet line and then the computer will plug into the phone. The router would be replaced and managed by Solarus. If the power would go down you could go to Solarus and hook up but it would be nice to have a backup generator. Calls could always be transferred to a cell phone if desired. The system would be the service to the phone, the equipment hardware and the managed service. **Motion** Carlson to purchase the phone system at a cost of \$4,733.88, plus the monthly managed service. The monthly charges and cost of the system would be split between departments. The motion was seconded by Steward. M.C. by roll call vote with Walker and Evenson against. **Generator Options** – A generator was discussed and a quick disconnect is being looked into. **Entry Doors** – The entry doors was discussed and modifications will be made. **Motion** Carlson to approve the expense to update the entry door system for handicap accessible at a cost of \$4,348.00 with Quality Door, seconded Steward. M.C. by roll call vote with Muleski against. The cost does not include the electrical wiring. **Shelter House** – No decisions have been made just looking for information yet. **Replacement of Kitchen Supplies** – Some of the kitchen supplies, 2 pots, some sharp knives and some utensils have been replaced at a cost of \$386.00. **Replacement of Hallway Tiles at M.C.** - The committee referred this item. **Date for Monthly Meetings** – If a meeting is needed, committee will meet on the 3<sup>rd</sup> Wednesday of the month at 1:30 p.m. A suggestion was made that the committee should look into a community wide garage sale for Biron. Committee will be happy to discuss this. **Motion** Muleski to accept the Public Safety & Recreation committee report, seconded Siegler. M.C.

**PERSONNEL COMMITTEE:** Chairperson Siegler reporting. **Review Handbook with Public Works Supervisor and Clerk** – Committee reviewed the handbook policy and resolved all the questions and concerns. **Motion** Muleski to accept the Personnel Committee Report, seconded Steward. M.C.

**WATER COMMISSION:** 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 February 2, 2012 meeting** - The minutes were included in the board packet for review and the plant is running good. The Wastewater Commission is requesting that they be informed about the developments in the business park. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Siegler. M.C.

**MULTI-METRO DEER MANAGEMENT:** Trustee Representative Muleski reporting. The multi-metro deer management report was included for review. 8 deer were taken from the Biron area. 52 deer were taken from all of the combined areas of Biron, Grand Rapids, Port Edwards and Wisconsin Rapids. The program is working and we will continue to support it. **Motion** Egre to accept the Multi-Metro Deer Management report, seconded Evenson. M.C.

**PRESIDENT'S REPORT:** President Evenson reporting. **Yard Waste Agreement with the City of Wisconsin Rapids** – This was discussed and turned over to the Public Works Committee for further review. **Updates from MSA– EPA Administration Amendment #2** – This was pulled from the agenda. **Highway 54/72<sup>nd</sup> Street Improvements** – 72<sup>nd</sup> Street Improvements – Lampert Lee is not approved for state highway engineering so MSA was requested to submit a proposal. **CDBG Planning Grant** – This is the application that will be submitted for the South Biron Drive project. There is an importance to try to get the application in soon as the grant will be changing. **Other TIF Tasks** is related to extra tasks that may be required for easement assistance etc. **Motion** Steward to accept the task order of \$27,500.00 for the 54/72 Street Improvements, CDBG\_PF Application and other TIF related tasks, seconded Carlson. M.C. **Wood County Business Park Marketing Study & Strategic Development Plan** – This would go along with the 25,000.00 grant that we have received. It is a 50/50 grant but the costs that have already been spent on Lampert Lee invoices could be used for Biron's 50 percent. This proposal would also start the marketing of the park. Marketing examples were distributed for review. Evenson stated that the business park is way beyond the planning stages and this year (2012) will be a construction year. It was also stated that our partner in this venture, Keith Helmrick from Classic Development, should have a say in how we plan and develop this marketing project. Keith Helmrick was asked if he had any input and he mentioned that planning has been ongoing and he would like to have time to review the paperwork submitted by MSA. He would like to talk to some other communities that have business parks and determine how their marketing strategies worked. The task order from MSA for the marketing strategy was not accepted at this time. MSA does not want to duplicate what has been done but would like to expand on what has been done. **Update on FONSI/EA** – This has been posted and is available at the library for review. It is open to a 30 day comment period. The comment period started today, February 13<sup>th</sup>. **Motion** Walker to accept the President's report, seconded Steward. M.C. **ADJOURNMENT:** **Motion** Siegler to adjourn the February 13, 2012 board meeting, seconded Siegler. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk