

REGULAR VILLAGE OF BIRON BOARD MEETING FEBRUARY 14, 2011

The February 14, 2011 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, Tim Krause, Dan Muleski, Bob Walker and June Siegler. Also in attendance were Public Works Supervisor Rick O'Keefe, Treasurer Pam Witt, one interested party and Kirk Skoog from MSA Professional Services.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on January 10, 2011. **Motion** Muleski to accept the minutes from the January 10, 2011 Regular Board Meeting, seconded Siegler. 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, non lapsing accounts and journal entries and found them to be in order. **Motion** Walker to pay all bills for the Village, Water Utility and Wastewater Departments as recommended by the Finance & Budget Committee, seconded Muleski. M.C. **Review Proposal for Audit** – The audit proposal was originally quoted at \$8,700.00 but was reduced to \$7,000.00 by removing the State Municipal Financial Report from the quote. **Motion** Krause to accept the audit proposal for audit services from Schenck SC at a cost of \$7,000.00 seconded Steward. M.C. **Motion** Krause to accept the Finance and Budget Committee report, seconded Steward. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The checking account balance on hand January 31, 2011 is \$558,337.94. The balance includes total receipts of \$503,762.32 which includes tax collections of \$426,915.63 and expenditures of \$368,440.09. Investment accounts through January: Village Non-Lapsing Fund CD's \$363,246.71. **Water Utility:** Checking \$135,225.73, Money Market \$31,719.77, Non-Lapsing Fund \$70,087.70. **Wastewater Department:** Checking \$5,533.34, Non-Lapsing Fund \$14,302.05. **Motion** Muleski to accept the Treasurer's report, seconded Walker. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Steward reporting. **Capital Projects** – Committee discussed projects but referred to the next committee meeting. **Wastewater Letter for Non-Compliant Discharge of Sump Pumps** – This letter was sent to residents with non-compliant systems for a June 1, 2011 compliance date. **Replacement of Informational and Regulatory Signs** – Some signs up to a value of \$800.00 have been purchased and installed. 2015 is the deadline for being compliant with the new regulations on signs. **Proposal for GIS Asset Management Program** – **Motion** Muleski to continue with the GIS Asset Management Program with MSA Professionals at a cost of \$1200.00, seconded Steward. M.C. The \$1200.00 includes a one time upgrade cost of \$300.00. **Public Works' Supervisor Update** - There was fly ash on Eagle Road from trucks hauling - this was referred to NewPage. The sweeper is fixed and the garage floor was painted. The F-350 with the plow needs constant repairs. This truck seems to be working extra hard with the plow on it. **Motion** Krause to accept the Public Works Committee report, seconded Steward. M.C.

WATER UTILITY COMMITTEE: Chairperson Krause reporting. **Capital Projects** – A list of projects was compiled by committee. **Discuss Fluoride in Water System** – There has been some discussion on the optimal level for fluoride due to the extra fluoride that is in dental health products. Nationally there may be some movement toward lowering the standard. **Discuss Maintenance at Well** – The last DNR inspection report mentioned that the well pumps should be regularly inspected. The proposal for testing is \$3,960.00 and additional repairs if necessary could cost between \$1,000.00 and \$4,000.00. **Motion** Muleski to spend up to \$8,000.00 for pump maintenance and repairs on well #2, seconded Krause. M.C. **Water Superintendent's Update** – There is a \$125.00 annual fee for high capacity wells, payable to the Department of Natural Resources. High capacity wells are capable of pumping over 100,000 gallons per day. Some of the new meters have been installed and training will be held in March. **Motion** Walker to accept the Water Utility Committee Report, seconded Steward. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Carlson reporting. **Capital Projects** – Committee submitted a list of projects for the fire department, municipal center and park. **Banners with Village Logo** – Committee discussed this and felt it was not necessary. **Garbage Receptacles for Municipal Center** – Committee agreed to purchase a waste receptacle and a snuffer at a cost not to exceed \$500.00. The waste receptacle is \$224.00 and the snuffer is \$217.00. **Painting Exterior Doors at Municipal Center** - Public Work's Supervisor Rick O'Keefe will look into the cost and the various paint that could be used to paint these doors. **Update on Bathroom Sink and Vinyl Material for Hall doors** – A second sink has been installed in the women's restroom and the vinyl for the hall divider doors has been received. **Article Concerning Safety of Driveway Sealant** – Committee has referred this to a future meeting. **Update on Furnance Repairs** – A new furnace to heat the entryway was installed. **Motion** Siegler to accept the Public Property, Safety & Recreation Committee report, seconded Evenson. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE: Chairman Muleski reporting. **Update on Shoreland-Wetland and Floodplain Zoning Ordinance** – There has been some correspondence between the DNR, County Planning and Zoning and the Village on the Shoreland – Wetland Ordinance. There is a new DNR model ordinance that committee could review and adopt. **Review Ordinance Complaints and Violations** – The only complaint was on a temporary driveway that was installed for construction purposes. This driveway will be monitored. **Building Permits** – The 2010 building permits were reviewed and found to be in order. **Update on Ordinance Books** – This is being coordinated with the new website. **Motion** Steward to accept the Legislative, Ordinance & Zoning Committee report, seconded Siegler. M.C.

WASTEWATER 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, 2011 meeting** - Minutes were distributed for review. The new plant expansion project is done. The sewer use ordinance is being updated. Urbans Cranberry Company is expanding and is expecting to add 25 more jobs. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Krause. M.C.

URBAN DEER MANAGEMENT: **Update** – Urban Management members have not held any meetings the correspondence has been by e-mail. In Biron 11 deer were harvested out of a total of 56 deer in all.

PRESIDENT'S REPORT: President Evenson reporting. **Update from MSA Professionals on the EPA Grant and Task Order Amendment** – The time frame of the original contract with MSA for EPA grant administration has expired. An amendment to this contract was submitted. This will provide grant administration through the end of 2011. The storm water plans could not be completed until the TIA was done. Since the TIA is almost done the storm water plan can be submitted along with the environmental benefit. The EPA grant is for sewer, water and storm water infrastructure. It cannot be used for streets. **Motion** Krause to approve amendment No. 1 to MSA project No. 146009 at a cost of \$17,700.00, seconded Carlson. M.C. **Update from MSA Professional Services on the Capital Improvement Plan** – The submitted project lists will have cost values applied. A meeting will then be called to place the projects in a timeframe. **Update on the Traffic Impact Analysis** – A meeting was held with the DOT, Wood County and Portage County to discuss the traffic impact analysis. The cost sharing of projects was accepted. There will be one more meeting held to get a consensus on the memorandum of understanding before it is presented to the village board. **Engineering Update on the Business Park** – Updated maps of the business park were distributed. The storm water pond is shown along with the zoning of the various parcels. The zoning is set up to get the maximum benefit of the area. **Approval of Sanitary Sewer Easements and Agreements** – An agreement for sanitary sewer agreements will be hand delivered and explained to the owners of the area involved in the extension. **Appoint Board of Appeals Member to fill Unexpired Term** – **Motion** Evenson to appoint Maggie Muleski to fill the Board of Appeals position starting immediately and ending on April 30th 2011, seconded Steward. M.C. with Muleski abstaining. **ADJOURNMENT:** **Motion** Muleski to adjourn the February 14, 2011 board meeting, seconded Krause. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk