

REGULAR VILLAGE OF BIRON BOARD MEETING FEBRUARY 18, 2013

The Regular Board meeting was called to order by President Jon Evenson at the Biron Municipal Center at 6:45 p.m. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Trustees: Tammy Steward, Dan Muleski, Susan Carlson, June Siegler, Doug Egre and Bob Walker. Also in attendance were: Treasurer Pam Witt, Public Work's Supervisor Rick O'Keefe, representative from MSA Professional Services - Dan Borchardt, Lampert Lee representative - Larry Koopman, Keith Helmrick and Mike Schoenholz.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on January 14, 2013 and February 4, 2013.

Motion Carlson to accept the minutes from the January 14, 2013 regular board meeting, seconded Steward. M.C.

Motion Egre to accept the minutes from the February 4, 2013 special board meeting, seconded Muleski. M.C.

FINANCE & BUDGET COMMITTEE: Chairperson Doug Egre reporting. **Approve all bills, Non Lapsing Accounts and Journal Entries for the Village, Water and Wastewater Departments** – Committee reviewed bills and journal entries and found them to be in order for all departments. **Motion** Walker to approve all bills and journal entries for the Village, Water and Wastewater Departments as recommended by the Finance Committee, seconded Steward. The general fund non lapsing accounts were worked on with Trustee Egre and a consensus was achieved on how to adjust for the year end expenses. The revised non lapsing account worksheet was reviewed by the board. **Motion** Evenson to transfer general funds to the non lapsing funds in the amount of \$34,701.45, seconded Siegler. M.C. Egre gave a short recap of the information from the audit exit interview. The auditors would like a notation marked on the check register when checks are out of date order. It doesn't happen often but a notation is all that is being requested. Wage rates should be documented in the minutes and some controls should be placed on the water utility department so one person isn't in charge of billing, entering and depositing. **Motion** Muleski to accept the Finance Committee report, seconded Walker. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for January is \$951,804.01 which includes tax collections of \$932,791.96 and expenses were \$399,878.03. The checking account balance on hand January 31, 2013 is \$1,299,925.85 which includes tax collections that will need to be paid to taxing entities by February 15th. General checking account bills were paid on check #'s 15932-16014 with 8 auto pays to pay the State, IRS and Deferred Comp for payroll deductions. A list of all January bills was included for the board to review. Investment accounts through January: Village Non-Lapsing Fund \$318,887.94 (not adjusted for yearend). **Water Utility:** Checking \$66,462.82, Money Market \$98,748.84. Water bills were paid on check #'s 3405-3413. **Wastewater Department:** Checking \$7,270.00, Non-Lapsing Fund \$14,330.46. Wastewater bills were paid on check #'s 2614-2617. A list of all checks paid for the water & wastewater were included for the board to review. **Motion** Muleski to accept the Treasurer's report, seconded Walker. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Tammy Steward reporting. **Urban Forestry Grant** – A grant was approved for \$5,000.00 which will be a \$2,500 match from Biron and the DNR. **Street Lights on Shore Acres** – Committee is still working on this issue. **Road Closed Signs** – Committee reviewed a request to allow the crew to make four (4) road closed signs like Wood County has. The cost would be around \$400.00 for all four. Committee gave the approval to have those signs made by the crew. **Replacement of Street Signs** – All the signs need to be replaced by 2015. The crew, with board approval, has been replacing some signs for the last couple of years and would like to continue to replace some more this year. Committee gave the approval to keep replacing the signs as needed. **South Biron Drive Project – North of Bauer Street** - Committee discussed this area but has not come up with a recommendation for the board to approve yet. **Public Works Supervisor's update** – New blades have been purchased for snow plowing. **Motion** Muleski to accept the Public Works Committee report, seconded Siegler. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Bob Walker reporting. **Water Superintendent's Update** - The alarm that warns that the generator is running will be fixed in the spring. The painting of the aeration tank will be scheduled for this spring. **Motion** Carlson to accept the Water Utility Committee report, seconded Egre. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Sue Carlson reporting. **Update on Shelter House** – The picnic tables are here. The stainless steel countertop has been installed. There is some minor work that needs to be completed yet. The floor needs an epoxy coating put on which can only be done when the floor temperature reaches 65 degrees. **Motion** Muleski to accept the Public Safety & Recreation committee report, seconded Steward. 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 February 6, 2013 Wastewater Commission meeting.** The minutes from the meeting were included in the packet for board members to review. Commission members denied accepting CWD at the Cranberry Creek Landfill. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Siegler. M.C.

MULTI METRO DEER MANAGEMENT PROGRAM: Trustee representative Muleski reporting. **Update** - There have been no complaints about this program so we have registered again for 2013. In 2012 there were 13 deer harvested in Biron. Most of the venison is donated to the food pantry. The total harvest from starting this group to date in all the areas they are hunting in -Biron, Town of Grand Rapids, Village of Port Edwards and City of Wisconsin Rapids is 529 deer and that amounts to 21,160 pounds of venison donated to area families. This amounts to 84,640 meals provided.

PLAN COMMISSION REPORT: **Update** – Commission members met and continued work on the comprehensive plan.

PRESIDENT'S REPORT: President Evenson reporting. **MSA Updates Approval of ROW plat and legal descriptions, Approval of Relocation Order** – **Motion** Muleski to approve the right of way plat, construction project #3622023 regarding South Biron Drive plat of right of way for South Biron Drive reconstruction, seconded Steward. M.C. **Motion** Siegler to approve the relocation order, seconded Carlson. M.C. **Approval of CORP flyer** – The board discussed how to get the information concerning the informational meeting on the comprehensive plan to residents. **Motion** Steward to mail the CORP flyer to all residents, seconded Muleski. M.C. The mailing should go out on Wednesday. It will also be placed on the website and notices sent to the tribune and public access channel. Gary Popelka will present a power point presentation on the Village's comprehensive plan and be available for questions. **MSA amendment #5 including approval of roadway alternative analysis, ROW negotiations and SDWL re-submittal, final design** – **Motion** Muleski to accept amendment #5 which includes the roadway alternative analysis, ROW negotiations and SDWL re-submittal and final design services of \$137,600 for the project, seconded Steward. M.C. **Street lighting selection for State Highway 54 and 72nd intersection lighting design** - Three lights were brought before the board. After discussion, the board decided to go with an Altitude light which is a LED fixture. The LED fixture will be more expensive to install in the beginning but will be a more cost efficient lighting in the long run. **Motion** Muleski to accept the President's report, seconded Steward. M.C.

ADJOURNMENT: **Motion** Siegler to adjourn the February 18, 2013 board meeting, seconded Egge. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk