

REGULAR VILLAGE OF BIRON BOARD MEETING MARCH 11, 2013

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

PRESENT: Trustees: Tammy Steward, Dan Muleski, Susan Carlson, June Siegler, and Doug Egre. Bob Walker was pre-approved absent. Also in attendance were: Treasurer Pam Witt, Public Work's Supervisor Rick O'Keefe, representative from MSA Professional Services - Dan Borchardt, and Greg McDonald, Midwest Cold Storage.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on February 18, 2013. **Motion** Steward to accept the minutes from the February 18, 2013 regular board meeting, seconded Carlson. 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, journal entries and non lapsing accounts and found them to be in order for all departments. **Motion** Muleski to approve all bills, journal entries and non lapsing accounts for the Village, Water and Wastewater Departments as recommended by the Finance Committee, seconded Steward. M.C. **Motion** Muleski to accept the Finance Committee report, seconded Egre. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for February is \$90,916.66 which includes tax collections of \$39,656.30 and expenses were \$842,896.56 which includes taxes paid to taxing entities. The checking account balance on hand February 28, 2013 is \$513,246.50. General checking account bills were paid on check #'s 16015-16083 with 6 auto pays to pay the State, IRS and Deferred Comp for payroll deductions. A list of all February bills was included for the board to review. Investment accounts through February: Village Non-Lapsing Fund \$353,596.78. **Water Utility:** Checking \$70,051.24, Money Market \$99,566.52. Water bills were paid on check #'s 3414-3420. **Wastewater Department:** Checking \$11,491.92, Non-Lapsing Fund \$14,331.29. Wastewater bills were paid on check #'s 2618-2621. A list of all checks paid for the water & wastewater were included for the board to review. **Motion** Siegler to accept the Treasurer's report, seconded Egre. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Tammy Steward reporting. **Public Works Supervisor's update** –. The crew has been plowing snow and opening the intersections and the catch basin in anticipation of rain. They are also in the process of making barricades for road closings. **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** - Lane is here to paint the aeration tank. This process takes about two weeks. **Motion** Muleski to accept the Water Utility Committee report, seconded Carlson. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Sue Carlson reporting. **Update on Shelter House, Financials & Items that Still Need to be Purchased** – The electricity is on. Items needed to be purchased yet are recycling bins, garbage cans, a notice board and the vending machines will need to be put in. **Shelter House Rental Fees on Holidays** – When a holiday falls on a week day the same rental fees for the weekend will apply. **Discussion on Entrance Gate to the Park** – Committee recommended that the board accept the bid from BDT of \$2,605.55. This is \$500.00 less than the other bid received from Shopmaster. **Motion** Steward to accept the BDT bid for the gate of \$2,605.55, seconded Egre. M.C. The funds will come from the non-lapsing park fund. **Shelter House Grand Opening in the Spring** - Committee will continue discussion on this at the next committee meeting. It will depend on the weather as to when the floor can be sealed. **Maintenance at Municipal Center** – Committee is reviewing options for painting and flooring in the office and entry area at the municipal center. Evenson feels that the carpeted areas should be replaced with carpet for noise control. Committee will look at some samples of carpeting. **Public Works Supervisor's Update** - The picnic tables are in and assembled and look very nice. **Motion** Muleski to accept the Public Safety & Recreation committee report, seconded Siegler. M.C.

PERSONNEL COMMITTEE REPORT: **Discuss the Possibility of Hiring a Part or Full Time Employee for the Municipal Center and Park** - This will be talked about sometime in the future if needed. **Consider Auditors Request to have the Base Pay on Record in the Minutes when Approving a Pay Raise** - Wage increases will be reviewed at the next board meeting to allow for base wages and compensation amount to be recorded in the minutes. **Discuss Comp Time or Meeting Pay for Employee** – The employee is satisfied with his current compensation and meeting pay so no action was considered. **Discuss an Increase in Pay for Part Time Security and Cleaning**

Personnel - Committee recommends that the security and cleaning personnel receive a 2.7% increase in compensation which will bring their base wage of \$9.25 to \$9.50. **Motion** Carlson to approve this pay increase with the effective date of March 1, 2013, seconded Egre. 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 March 6, 2013 Wastewater Commission meeting.** The minutes from the meeting were included in the packet for board members to review. The members discussed hauler and testing fees. The haulers do not like to pump into the system and would prefer a gravity flow. The info will be reviewed at the next meeting when commission members should have enough information to reach a conclusion on the septic rates. A RFP was sent out for the purchase of a new Jet/Vactor truck. A decision could be made at the next commission meeting. Rudolph has been having pumping problems but it is felt they should make a gravity connection and begin pumping soon. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Carlson. M.C.

PLAN COMMISSION REPORT: Update – Commission members met and continued work on the comprehensive plan. The updated land use plan map was presented by Gary Popelka, Wood Planning & Zoning. A few minor modifications were suggested to complete the land use map. The comprehensive plan was presented at a public informational meeting which was held on 2/27/13. **Request from Greg McDonald, Midwest Cold Storage for an Amendment to TID 2 Development Agreement between the Village of Biron and Midwest Cold Storage** – Commission members reviewed the original TID documents along with the documents for Amendment 1. Commission members agreed that phase 3 should receive 50% of the remaining money from the original agreement that has not been spent. Phase 4 and phase 5 would each receive 25% of the remaining money. **Motion** Muleski to accept the Plan Commission recommendation for phase 3 of 50% of the remaining money, seconded Carlson. M.C. Greg McDonald will have a draft amendment (#2) done by his attorney for Plan Commission to review.

PRESIDENT'S REPORT: President Evenson reporting. **MSA Updates**-On April 3, 2013 the 3rd CORP meeting will be held. Beth Norquist from the DNR will attend to discuss the stewardship application. On April 8th at 6:00 p.m. Plan Commission will meet to consider a resolution that recommends to the Village Board approval of the Comprehensive Plan. Following the Plan Commission meeting the Village Board will hold a public hearing starting at 6:30 pm. Following the public hearing a regular board meeting will be held to consider the resolution from the Plan Commission. The ROW process has started and residents will be notified of their legal rights throughout the process. A cost analysis is being assembled for the Village's wetland options. Concerning the State Highway 54 and 72nd street intersection improvements, MSA has submitted the plans and specifications to the DOT for project review. DOT expressed concerns about the intersection lighting that was proposed and asked for a reduction in the lighting to maintain consistency to other low volume intersections along Highway 54. **Motion** Muleski to accept the President's report, seconded Egre. M.C.

ADJOURNMENT: Motion Steward to adjourn the March 11, 2013 board meeting, seconded Muleski. M.C.

Respectfully Submitted,

Debra Eichstadt, Clerk