

REGULAR VILLAGE OF BIRON BOARD MEETING MARCH 12, 2012

The March 12, 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, a representative from MSA Professional Services, and Matt Riebe, a High School student studying Civics.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on February 13, 2012.

Motion Muleski to approve the minutes from the February 13, 2012 Regular Board Meeting, seconded Carlson. 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 Steward. M.C. All bills and journal entries that were approved are on file in the office. **Consider Options for Approval of Invoices –** Committee is reviewing options for approval of invoices. This will be discussed further at the April or May committee meeting. **Discuss Audit Exit Interview –** Committee member Doug Egge attended the exit interview with the auditors. The auditors will give a full report at a future board meeting. **Motion** Siegler to accept the Finance and Budget Committee report, seconded Carlson. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for February is \$614,393.74 and expenses were \$801,486.88. The checking account balance on hand February 20, 2012 is \$380,257.44. General checking account bills were paid on check #'s 15179-15242 and 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 \$315,727.51. **Water Utility:** Checking \$66,814.52, Money Market \$20,016.02, Non-Lapsing Fund \$70,946.76. Water bills were paid on check #'s 3297-3303. **Wastewater Department:** Checking \$11,997.68, Non-Lapsing Fund \$14,318.27. Wastewater bills were paid on check #'s 2561-2565. 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 Egge. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Steward reporting. **Discuss Street Lights on Shore Acres –** Committee will be sending a letter to residents on Shore Acres to determine the need and desire for additional lighting for that area. **Options on Selling Extra Equipment –** Ads were placed in the Buyer's Guide, the League website, Rural Water's website and Craig's list. The ad reads "*Village of Biron is requesting sealed bids for a 2000 Ford F350 with snowplow, a 1992 GMC 3500 Dump Truck and a 1980 Vector Sewer truck. Trucks will be sold as is. Sealed bids will be accepted until 11:00 a.m. on 3/29/2012. Bids can be sent to TRUCK BIDS, 451 Kahoun Road, Wis. Rapids, WI 54494. Village of Biron reserves the right to refuse any or all bids. Trucks can be seen at 630 Center Street. Questions call 715-323-2001*". **Motion** Egge to allow Public Works Committee to award the bids if it is going to the highest bidders. If there is a question on who the bid offer should be awarded to the bids should be brought before the board. Village of Biron reserves the right to refuse any and all bids. Motion was seconded by Steward. M.C. **Options for Grass & Leaf Pickup and Compost Agreement –** The compost agreement with the City of Wisconsin Rapids was approved. The cost for residents to purchase a permit is \$35.00. This allows Biron residents to use the Wisconsin Rapids recycling areas for yard waste and compost. Biron's grass, leaf and brush pickup may start earlier than the second week of April due to the nice weather this year. Initially grass & leaf pickup will be Tuesday through Friday's but after the initial rush the crew will only pick up on Tuesday's and Thursday's. **Public Work's Supervisor's Update -** Students involved in the DNR/UWSP/Comm Inventory and Management Plan for Urban Forestry were in the area over the past weekend. **Motion** Muleski to accept the Public Works Committee report, seconded Siegler. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Doug Egre reporting. **Review Private Well Ordinance** – New language from the DNR was reviewed. **Motion** Carlson to accept ordinance 3-12 for revisions to the Private Well Ordinance, seconded Steward. M.C. **Water Superintendent's Update** – Rick O'Keefe updated the board on some of the projects that he is working with MSA on. **DNR Safe Drinking Water Loan (SDWLP) & Clean Water Fund Program** – The scoring on this grant should be completed by March 15, 2012. **Wisconsin Rapids Emergency Water Connection Agreement** – Rick met with the WR Municipal Water Commission Director and reviewed examples of cooperative agreements. Rick will follow-up with a revised draft agreement and letter requesting that the agreement be executed by the June 30, 2012 SDWLP deadline. **CDBG-PF (Community Development Block Grant Public Facilities)** The income survey was sent out to the South Biron Drive residents living in the target area for this project. The minimum requirement of 51% low and moderate income was exceeded to average out to 62%. Paperwork was prepared for the watermain easement request for the proposed Highway 54 to South Biron Drive loop. **Motion** Muleski to accept the Water Utility Report, seconded Siegler. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Sue Carlson reporting. **Phone System** – Committee discussed the phones and reduced the number that should be installed. Solarus will meet with the clerk later this week to discuss the phone types needed in each area. **Generator Options** – No cost updates have been received for the quick disconnect. Looking at another used generator that is reasonable priced. **Entry Doors** – The entry doors was discussed and will be put on hold until the modifications needed to operate efficiently is reviewed. **Replacement of Kitchen Supplies** – Silverware was purchased at a cost of \$149.16. **Replacement of Hallway Tiles at M.C.** - The committee referred this item and will replace with the identical grids and tile that is currently there. **Discussion on a Village Wide Rummage Sale** – Committee will discuss further at the next meeting. **Security Window for Front Desk and Treasurer's area** – Committee needs to review the proposals. **Hall Rental Policy and Monitoring of Kitchen Utensils** – Committee put a 2 hour minimum on the small event rentals to cover costs. The utensils will be monitored and if anything is missing the party renting the facility will be billed for the cost of the item. **Shelter House & Playground Update** – Committee Chairperson Carlson met with the Building Inspector for the City of WR and discussed the plans for the shelter house with him. **Motion** Siegler to accept the Public Safety & Recreation committee report, seconded Carlson. 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 March 7, 2012 meeting** - The minutes were included in the board packet for review and the plant is running good. The Village of Rudolph should be hooking up in May. **Motion** Siegler to accept the Wastewater Treatment Commission report, seconded SCarlson. M.C.

MULTI-METRO DEER MANAGEMENT: Trustee Representative Muleski reporting. The multi-metro deer management coordinator shared the thank you note that is being sent to the land owners that allowed hunting on their property. The test date for the open shoot held to recruit new hunters is April 21, 2012. **Motion** Carlson to accept the Multi-Metro Deer Management report, seconded Evenson. M.C.

ADJOURNMENT: **Motion** Steward to adjourn the March 12, 2012 board meeting, seconded Walker. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk

FIRE DEPARTMENT UPDATE - *The fire department update was not part of the meeting agenda but is attached.* **BURINING REGULATIONS** are also attached for your review.

GRASS & LEAF PICKUP - *STARTS APRIL 11TH AND GOES UNTIL MAY 13TH. After the initial couple of weeks of collection, grass & leaves will only be picked up on Tuesday's and Thursday's.* **BRUSH PICKUP** - *is the last week of each month from April through October.*