

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – MARCH 12, 2018**

The March 12, 2018 Regular Village Board meeting was called to order at 6:30 p.m. by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Jon Evenson, Sue Carlson, Mark Honkomp, Dan Muleski, June Siegler, Tammy Steward, Bob Walker. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, 5 residents

MINUTES: Minutes were reviewed from the February 12, 2018 Regular Board Meeting.

Motion Siegler, second Carlson to approve the minutes as printed. M.C. Minutes from the February 19, 2018 Special Board Meeting were reviewed. **Motion** Muleski, second Evenson to approve the minutes as printed. M.C.

PUBLIC COMMENT: A resident reported effective today trees are being cleared in the Bridgewater project area.

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. Bills, non-lapsing accounts and journal entries were in order for Utilities and Village accounts. **Motion** Evenson, second Muleski to approve the Finance and Budget Committee report. M.C. The Clerk requested to attend WMCA Northern Training Days May 10 & 11 at an approximate cost of \$300 for registration, one night hotel stay, and mileage. **Motion** Evenson, second Walker to approve the training request. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for February were \$376,096.40. Expenses were \$619,934.40. General checking account bills were paid on check #~~2~~ 20431-20493 with 6 auto pays to IRS WRS, and Deferred Comp for payroll deductions. A list of all checks paid from the general fund was included for the Board to review. Village Non-Lapsing Fund: \$840,458.32. **Utilities Checking:** \$208,247.77. Water Non-Lapsing Fund \$470,891.50. Utilities bills were paid on check #~~4~~ 4004-4007. Wastewater Non-Lapsing Fund \$14,399.81. A list of all checks paid for utilities was included for the Board to review. M.C. **Motion** Evenson, second Muleski to accept the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson June Siegler reporting. There are currently two tiers for vacation benefits; those hired after 9/1/03 and before 9/1/03. The committee recommended eliminating the tier for those hired after 9/1/03, eliminate pro-rating of benefits, and awarding vacation January 1st instead of the actual employee anniversary hire date. The committee recommended amending the Years of Service award policy to replace a gift certificate with a bonus to be paid on the employee's paycheck. The bonus is taxable per IRS rules. The committee also added 25, 30, and 35 years of service to the bonus award. No Village sponsored lunch will be provided with years of service awards. These changes are effective immediately. The Board offered their thanks and appreciation to Village employees. **Motion** Muleski, second Steward to approve the Handbook Policy revisions. M.C. **Motion** Walker, second Muleski to accept the Personnel Committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Muleski reviewed the new shoreland-wetland ordinance that was approved at the public hearing earlier this evening. Muleski and the Clerk will be meeting March 14 with a local attorney to discuss ordinance codification. The Clerk reported contact with a citizen who wants to open an Asian market in the former Print Shop building. **Motion** Honkomp, second Carlson to approve the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: The Committee recommends purchase of a confined space monitor, two calibration tanks and regulator. **Motion** Evenson, second Honkomp to approve the purchase at a cost not to exceed \$3,000. The cost will be shared by water, wastewater, storm sewer and fire department budgets. M.C. Discussion held regarding extension sewer and water west of Huffman Road. This is not part of the Bridgewater project so the Village would be responsible for all costs associated. This was referred to the Water Utility Committee. Biron will forego engineering and design with OMNI Engineering for the seventy feet of road to be reconstructed between the cement slab at the easterly most railroad track to the Catalyst Paper mill bike path on South Biron Drive. Biron will contract directly with the construction company who will be performing the Eagle Road construction when the project begins in 2020. It was reported the manhole on South Biron Drive is lower than the road. Vruwink will monitor when the frost is gone. **Motion** Muleski, second Evenson to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Sue Carlson reporting. Vruwink reported he met with representatives from Water Works and Lighting and Focus on Energy in an effort to reduce lighting costs at the municipal center. It was recommended parking lot lights be changed to LED. Vruwink will obtain quotes. There are different billing rates available depending on time of day usage. The village will convert to a plan resulting in \$150 monthly savings. **Motion** Muleski, second Honkomp to approve the Public Property, Safety and Recreation Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Mark Honkomp reporting. Once the auditors file their report by the end of March with the Public Service Commission a simple rate case will be applied for to increase the water utility rate 3%, possibly effective in June. Vruwink received two quotes for engineering water main upgrade from the intersection of South Biron Drive and North Biron Drive north to Verso Technical Center as well as reconstruction of water mains at Deer and Buffalo Streets. The quotes also included insulating the 16 inch main from the water tower to Highway 54 when the reconstruction of Eagle Road takes place in 2020. The Village crew will be investigating the water valve size at Highway 54 to provide water to the new MidWest Cold Storage buildings. **Motion** Siegler, second Muleski to approve the Water Utility Committee report. M.C.

WASTEWATER COMMISSION REPORT: *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.* Minutes from the February 7, 2018 were available for review.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. Muleski reported two SCBA's were purchased from the City of Wisconsin Rapids at a significant cost savings. New software is being used for fire calls which will save the department approximately \$500. The annual review with the state will occur April 9. Ken Curry retired from the fire department in November 2017. A party will be held March 24 at Anchor Bay. **Motion** Evenson, second Steward to approve the Fire Department report. M.C.

CLERK'S REPORT: Arndt reported the spring election is April 3. Three Trustees are running unopposed. Arndt hosted the WMCA District 7 training conference on March 1. Positive comments were received about the municipal center and parking availability. Arndt has been assisting a local bar owner retiring and selling and new owners applying for a liquor license. **Motion** Honkomp, second Muleski to approve the Clerk's Report. M.C.

PRESIDENT'S REPORT: The annual reorganizational meeting will be held April 17, time to be determined. Trustees interested in moving to other committees should email President Evenson. The new incentive agreement with MidWest Cold Storage is being reviewed by the Village attorney, who will be drafting a single phase agreement, with the hope it will be available for review at the April 9 Board meeting. The revised developer agreement with Classic Development is also being reviewed by the Village attorney. **Motion** Honkomp, second Muleski to approve the President's report. M.C.

ADJOURN: **Motion** Siegler, second Muleski to adjourn at 7:45 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President