

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – MARCH 9, 2020**

The March 9, 2020 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, Tammy Steward, Sue Carlson, Mike Guillemot, June Siegler, Dan Muleski, Mark Honkomp. Also present: 9 guests

MINUTES: Minutes were reviewed from the February 10, 2020 Board meeting. Trustee Honkomp stated he was excused from the February meeting and the minutes should be corrected to reflect that. Motion Honkomp, second Muleski to approve the minutes as corrected. M.C.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Tammy Steward reporting. The committee met March 4. All bills, non-lapsing accounts and journal entries for the Village and Utility departments were in order. Motion Steward, second Evenson to approve payment of an invoice from MSC Boat Lifts and Docks for \$27,215.00 for the fishing pier installed at Gateway Park. Muleski stated he wants to retain partial payment of the invoice until ADA compliance issues between all involved parties have been corrected. Motion withdrawn. The invoice will be referred to the Public Property Committee for review with a recommendation to be made to the Board at the April 13th meeting. MSC will be asked to attend the Public Property meeting. Motion Muleski, second Siegler to approve all bills and journal entries for February. M.C. Motion Siegler, second Muleski to approve the Finance Committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for February 2020: \$530,626.83. Expenses: \$757,663.94. General checking account bills were paid on check #'s 22165-22231 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of February bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$959,673.93. Utilities Checking: \$192,694.19. Money Market \$362,303.95. Utility bills were paid on check #'s 4341-4350. Non-Lapsing Fund: \$14,459.81. A list of all checks paid for Utilities was included for the Board to review. Motion Muleski, second Honkomp to approve the Treasurer's report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Kerkman reported fourteen medical and three fire calls were made in 2020. Training included fire dynamics and vehicle familiarization. Current active department roster is at nineteen. The commercial washer for turnout gear has been installed. A station clean-up day was held February 22nd. Three houses owned by ND Paper will be torn down by various fire departments as part of a training exercise. Motion Evenson, second Honkomp to approve the Fire Department report. M.C.

PERSONNEL COMMITTEE REPORT: The Committee has not met.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Muleski reviewed a resident request for a variance to construct an additional accessory building. After review of the site plan it was determined the proposed building is actually a detached garage and no variance is needed. Muleski will review setback allowances and contact the

resident. Heart of Wisconsin Chamber of Commerce created an exploratory committee to create consistent signage for bike/foot trails throughout the area. Muleski volunteered to be on this exploratory committee as a representative of the Village. Ordinance codification continues with Chapters 17 and 20. Motion Honkomp, second Steward to approve the Legislative, Ordinance and Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Motion Honkomp second Muleski to accept a quote from Gerke Excavating for \$20,008.11 for construction of seventy feet of road from the new Eagle Road to the railroad tracks, to include a new water main connection. M.C. Vruwink reported when the intersection of Eagle Road and North Biron Drive is closed, ND Paper will be repairing the railroad tracks. A policy regarding wastewater procedure for water not entering the sanitary system was reviewed. M.C. Motion Honkomp, second Steward to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. Portage County Land Conservation Department requested use of the municipal center on a week night in April for an informational meeting to discuss what property owners can do on their own river properties, invasive plants they can be watching for, etc. Motion Muleski, second Honkomp to allow a one-time use of the municipal center for no charge. M.C. Renters of the municipal center March 7th damaged a banquet table. The Public Works Director examined the table and determined it is not repairable. Motion Evenson, second Honkomp to purchase a replacement 8 foot banquet table and provide a copy of the invoice to the renter and that amount will be deducted from the retainer fee. M.C. Vruwink reported he received quotes to install hand dryers at the restroom on North Biron Drive and will present the quotes at the next Public Property meeting. Evenson reported he received mail from the City regarding a donation to their aquatic park and a request from Scentral Bark requesting a donation of land for a dog park. Both items will be added to the next Public Property meeting. Motion Honkomp, second Steward to approve the Public Property Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. Motion Carlson, second Siegler to approve funding of the water main upgrade using \$117,000.52 from the Water non-lapsing account and the Village will borrow \$200,000 to cover the total cost of \$317,000.52. M.C. The Water Utility will pay back \$100,000 (plus the interest paid) to the Village after their commitment to the water bond loan is satisfied in 2026; over a three year period (last payment to be made in 2029). The Clerk reported she spoke with Nekoosa Bank and they have approved a loan of \$200,000. Loan terms yet to be determined.

Carlson reviewed an agreement for professional services submitted by Lampert-Lee and Associates to provide construction inspection, testing, reporting and as-built documentation for water main construction associated with the Eagle Road/CTH U reconstruction project; time and materials not to exceed \$12,500. Discussion was held on the need for an additional inspector when the county already has one on site.

Vruwink reported the well and pump valves have been rebuilt. The generator has been ordered.

Motion Muleski, second Siegler to approve the Water Utility Committee report. M.C.

WASTE WATER 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.* Motion Muleski, second Evenson to approve the February 5, 2020 minutes. M.C.

CLERK'S REPORT: Arndt reported Village turnout for the February 18th election was 25%; county wide turnout was 26.67%. Trustee meeting expense forms should be submitted to the Clerk by the first of each month for payment. A building key inventory was taken. Motion Muleski, second Steward to approve the Clerk's report. M.C.

PRESIDENT'S REPORT: A dock rental agreement was reviewed. 2020 dock rental fee is \$885 plus 5.5% sales tax (\$48.68) for a term of May 15, 2020 to October 15, 2020. On the "dock rental rules and regulations" page, #3 Maintenance, first sentence will be revised to read "The customer is responsible for any damage to the dock beyond normal wear and tear as determined by the Village and shall be the sole responsibility of the Customer". Add #6 "Proof of insurance required and must be submitted with signed agreement." Motion Evenson, second Honkomp to approve dock rental agreement as revised. M.C. Once the rental agreement is approved by the Board it must be published in the Wisconsin Rapids newspaper, per permit requirements.

Eagle Construction pay request #4 for \$36,812.50 for the Bridgewater Restroom and Shelter project was reviewed. Motion Evenson, second Honkomp to approve payment. M.C. There is a remaining project balance of \$90,208.65. It was noted on the Partial Waiver of Lien document, Eagle Construction stated the restroom and shelter was located in the City of Wisconsin Rapids; it is located in the Village of Biron. The Clerk will contact Larry Koopman of Lampert-Lee to get the correction made and new Waiver sent to the Village.

The annual Board meeting will be held April 21 at 6:30 p.m.

Motion Honkomp, second Muleski to approve the President's report. M.C.

ADJOURN: Motion Honkomp, second Guillemot to adjourn at 8:35 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President

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Anne Arndt, Clerk

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