

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – APRIL 10, 2017**

The April 10, 2017 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, Mark Honkomp, Bob Walker, Tammy Steward, Dan Muleski, June Siegler and Sue Carlson. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, Joe Terry, Joe Eichsteadt, John Martin, Bill and Shirley Carpenter, Mike Schoenholz, Tom Haferman, Gary Phillips, Dennis Moon, Tom Spranger, Keith Helmrick

MINUTES: Minutes were reviewed from the March 13, 2017 Regular Board Meeting. **Motion** Honkomp, second Steward to approve the minutes as printed. M.C.

PUBLIC COMMENT: John Martin, director of Wood County Head Start, thanked the Board for their work to rezone the small parcel. A new survey was completed to combine their two parcels to one.

Joe Terry and Joe Eichsteadt from the city of Wisconsin Rapids Engineering Department presented a draft Intergovernmental Agreement for certain improvements to be performed in the Village of Biron. The infrastructure is to begin in a few weeks. Discussion was held on the danger of creating even more narrow roads for bicycles and pedestrians. The Board felt there is a need for more time to study the intergovernmental agreement draft due to receiving it at tonight's meeting. This item will be added to the April 17 Board meeting agenda.

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. Bills, non-lapsing accounts and journal entries were in order for the Wastewater Department, Water Utility and Village with the exception of a Menard's purchase. A pizza oven was purchased by a Village employee and charged to the Village without consulting his supervisor. The Finance Committee is unhappy with the intent. **Motion** Evenson, second Walker to approve payment for the pizza oven on a one time basis with the understanding all future purchases such as this be discussed with the supervisor and approved in advance. Evenson requested a roll call vote: Evenson . yes; Honkomp . no; Siegler . no; Carlson . yes; Walker . yes; Muleski . yes; Steward . no. Motion carried with 4 yes and 3 no votes. **Motion** Muleski, second Evenson to approve the March bills and journal entries. M.C.

Keith Helmrick of Classic Development gave a synopsis of the Bridgewater Development project, as originally proposed in 2003. In November 2016 FERC approved Consolidated Water Power Company's license amend-ment. The next steps include updating project costs and new assessed value projections and to perform financial analysis of TID #3 based on updated projections. Lampert-Lee & Associates submitted an agreement for professional services to update construction cost estimates for all projects required by the DNR order and the FERC order to facilitate the land exchange. This will include the relocated CTH U, local streets, shoreline improvements and utilities to serve the lots along the new streets and the shoreline improvements. Their quote for time and materials is not to exceed \$2,500.00. **Motion** Muleski, second Walker to approve the agreement as submitted. M.C.

Village staff recently met to discuss project options and financing options. Ehlers & Associates was contacted to assist in cost modeling, finance options, and development agreements. **Motion** Honkomp, second Muleski to approve working with Ehlers. M.C. A meeting will be scheduled later this month.

Motion Walker, second Muleski to approve the Finance and Budget Committee report.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for March 2017 were \$1,722.29. Expenses were \$221,277.26. General

checking account bills were paid on check #~~ç~~ 19731-19805 with 7 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of all March/April bills was included for the Board to review. Village Non-Lapsing Fund \$722,654.31. **Water Utility:** Checking \$138,786.43. Money Market \$460,633.41. Water bills were paid on check #~~ç~~ 3875-3882. **Wastewater Department:** Checking \$65,678.22. Non-Lapsing Fund \$14,380.06. Wastewater bills were paid on check #~~ç~~ 2867-2869. A list of all checks paid for water & wastewater was included for the Board to review. **Motion** Honkomp, second Steward to accept the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson June Siegler reporting. Siegler provided the Board with copies of revised job descriptions for the clerk, utility clerk, and public works director. President Evenson recommended creating a policy that performance reviews of all employees will be conducted annually. **Motion** Honkomp, second Walker to take action on the revised job descriptions at the April 17 Board meeting. M.C. **Motion** Muleski, second Evenson to approve the Personnel Committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Muleski reviewed zoning drawings submitted by U.S. Cellular for their new communications tower. The clerk emailed a conditional use permit to them April 3. **Motion** Honkomp, second Walker to approve the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. New street lights are installed in S. Biron Drive and no parking stencils have been painted along the bike area on South Biron Drive. Vruwink requested funds to pay the final invoice for street light installation on S. Biron Drive and Shore Acres Drive. **Motion** Steward, second Walker to move \$5,302 from the Shore Acres street lights non-lapsing account to the general fund to pay the invoice. M.C. **Motion** Muleski, second Walker to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Sue Carlson reporting. Vruwink researched government pricing for trash receptacles and none is available. He will provide cost information at the April 17 Board meeting. The crew built a split rail fence at the beginning of the bike trail at Gateway Park for safety. The kidney island area is being cleaned up by the crew. **Motion** Muleski, second Walker to approve the Public Property, Safety and Recreation Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Mark Honkomp reporting. Honkomp reviewed a letter that will be mailed to all residents explaining water and wastewater rate increases and changing to monthly billing. **Motion** Honkomp, second Evenson to accept 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 April 5th meeting were available for review. **Motion** Evenson, second Muleski to approve the Wastewater Commission report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. Catalyst filed an open records request for training and certifications of the Biron fire department and all the reports from the last four years of calls the Biron fire department has responded to at the Biron Mill. Engine #1 had electrical issues repaired and the cost exceeds what was budgeted. **Motion** Walker, second Carlson to transfer \$1,593.05 from the Fire Truck non-lapsing account to the general fund to pay the invoice. M.C. A state audit will be conducted April 27. A street dance will be held August 12 at the Municipal Center. **Motion** Honkomp, second Evenson to approve the Volunteer Fire Department report. M.C.

CLERK'S REPORT: The Clerk reported on the April 4th Spring Election, which is the last election to be held in 2017. The Board of Review will meet May 23 at the Municipal Center. City of Wisconsin

Rapids compost site tags are for sale at the Municipal Center for \$50 each. **Motion** Walker, second Honkomp to approve the Clerk's Report. M.C.

PRESIDENT'S UPDATE: The annual Organizational Meeting will be Monday, April 17 at 5:00 p.m. at the Municipal Center. Committee appointments and Committee programs of work will be discussed and approved at this meeting. **Motion** Honkomp, second Walker to accept the President's report.

ADJOURN: **Motion** Honkomp, second Walker to adjourn at 8:15 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President