

**REGULAR VILLAGE OF BIRON BOARD MEETING MAY 13, 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, Mark Honkomp and Bob Walker. Also in attendance were: Treasurer Pam Witt, Public Work's Supervisor Rick O'Keefe, representative from MSA Professional Services - Dan Borchardt, and 2 interested parties.

**MINUTES:** Minutes were reviewed from the Regular Board Meeting held on April 8, 2013 and the Re-organizational meeting held on April 15, 2013. **Motion** Honkomp to accept the minutes from the April 8, 2013 board meeting, seconded Siegler. M.C. **Motion** Steward to accept the minutes from the April 15, 2013 Re-organizational meeting, seconded Carlson. M.C.

**FINANCE & BUDGET COMMITTEE:** Chairperson Bob Walker 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 Siegler. M.C. Committee will continue reviewing the bills in the format that the previous Finance Chairperson, Doug Egge, had set up. **Motion** Muleski to accept the Finance Committee report, seconded Siegler. M.C.

**TREASURER'S REPORT:** Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for April is \$45,700.19 and expenses were \$114,719.05. The checking account balance on hand April 30, 2013 is \$317,217.76. General checking account bills were paid on check #'s 16145-16214 with 7 auto pays to pay the State, IRS and Deferred Comp for payroll deductions and two manual checks that were voided and re-issued – check #15652 and 15948. A list of all April bills was included for the board to review. Investment accounts through April: Village Non-Lapsing Fund \$353,615.18. **Water Utility:** Checking \$94,056.12, Money Market \$101,148.72. Water bills were paid on check #'s 3429-3440. **Wastewater Department:** Checking \$54,195.11, Non-Lapsing Fund \$14,332.85. Wastewater bills were paid on check #'s 2625-2630. A list of all checks paid for the water & wastewater were included for the board to review. **Motion** Honkomp to accept the Treasurer's report, seconded Muleski. M.C.

**PUBLIC WORK'S COMMITTEE REPORT:** Chairperson Dan Muleski reporting. **Phase II South Biron Drive Funding – North of Bauer St** - Committee held a discussion with MSA on the MSID (municipal street improvement program) This needs to go through Wood County Highway Dept. After meeting with the Highway Dept. it was determined that there is still too much debt in Biron's account from the reconstruction of 32<sup>nd</sup> St to be considered for the MSID at this time. **Repairs made to the Lift Station by the Old Hall** – A pump at the lift station by the old hall location was replaced with a new one at a cost of \$3,200.00 plus shipping and labor. **Tree Planting** – The village has been working with UW Stevens Point on the evaluation of trees in Biron. A 50/50 start up grant was applied for in the amount of \$5,000.00. The DNR will match our \$2,500.00. The village purchased 54 – six foot potted trees and will be looking for volunteers to plant the trees at the park and around the municipal center. The Public Works Supervisor will meet with the DNR on Wed. May 15<sup>th</sup> to learn how the DNR would like the trees planted. **Storm Sewer Repair** - The storm sewer across from the mill entrance will need to be replaced. **Motion** Carlson to accept the Public Works Committee report, seconded Evenson. M.C.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Susan Carlson reporting. **Water Superintendent's Update** - There has been graffiti painted on the water tower that will need to be taken care of. **Motion** Muleski to accept the Water Utility Committee report, seconded Steward. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE:** Chairperson June Siegler reporting. **Municipal Center Upgrade – painting and carpeting** - Committee presented the estimates and recommended going with Rapids Floor Mart. After discussion a **Motion** was made by Steward, seconded by Honkomp to replace all the carpeted areas with carpet from Rapids Floor Mart at a cost of \$8,500.00. M.C. with Walker opposed. **Municipal Center Landscaping** – Committee is recommending that landscaping on the other side of the fire department door between the fire department and main doors of the municipal center be done in the same fashion as the landscaping from the fire department door to the mailbox. **Public Works Supervisor Update** –The park has been sprayed for weeds and dandelions and the ball field is ready. The sidewalk from the park entrance to the shelter house will be

done in the next couple of weeks. The floor has been painted twice in the shelter house bathrooms. **Motion** Muleski to accept the Public Safety & Recreation committee report, seconded Carlson. M.C.

**PERSONNEL COMMITTEE REPORT:** Committee Chairperson Tammy Steward reporting – **Discussion on what the Public Works department needs are concerning extra help** – Committee discussed the options for the public works department whether a full time or part-time employee was needed. It was decided that a full time position would be advertised for. **Motion** Muleski to accept the Personnel Committee report, seconded Honkomp. 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 May 8, 2013 Wastewater Commission meeting.** The minutes from the meeting were included in the packet for board members to review. Commission members are considering a new radio communication system for the lift station alarm systems. The WWLC Conservation manager has been working to improve the performance of the generator. The utility operating costs have continued to decrease each month. **Motion** Siegler to accept the Wastewater Treatment Commission report, seconded Muleski. M.C.

**PRESIDENT'S REPORT:** President Evenson reporting. **MSA Updates-** MSA presented the final Comprehensive Outdoor Recreation Plan. **Motion** Honkomp to accept to accept resolution # 13-7 adopting the comprehensive outdoor recreation plan for the Village of Biron, seconded Siegler. M.C. **S. Biron Drive and Bridgewater Stewardship applications, Recreational Boating Facilities grant application** – MSA has submitted the two Stewardship applications and the RBF/SFR applications for the Village. **Water Distribution System Improvements and South Biron Drive Project Data Book Review and Approval** - The project data book is ready for the Village to review and approval. Once the project data book is approved, MSA will then prepare the nominal payment parcel report. **Motion** Evenson to accept the project data book referenced as project #3622023 compiled by Compass Land Consultant dated May 1, 2013, seconded Muleski. M.C. **Water Sharing Agreement** – The water sharing agreement will need to be discussed again with the City of Wisconsin Rapids. **State Highway 54 & 72<sup>nd</sup> Street Intersection Improvements** – The bid opening for this project was held on May 2, 2013. The low bidder was Earth at \$254,582.00 but because the bids came in higher than the amount allowable for municipal contracts the contractor will have to pay state wage rates for this project. The effect on the bid from Earth would be an additional \$14,262.00 for an amount of \$268,844.00. The board will review financials before awarding the bid. A financial analysis will be done to determine what our GO capacity and project costs are. **Update on Bridgewater Project** – This will be done at a separate meeting – possibly June 3, 2013. **Motion** Muleski to accept the President's report, seconded Walker. M.C. **ADJOURNMENT:** **Motion** Walker to adjourn the May 13, 2013 board meeting, seconded Steward. M.C.

Respectfully Submitted,

Debra Eichstadt, Clerk