

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES - MAY 8, 2017**

The May 8, 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, Bill Carpenter, Shirley Carpenter, Thomas Witt, Mike Schoenholz, Tom Spranger

MINUTES: Minutes were reviewed from the April 17, 2017 Organizational Board Meeting. **Motion** Honkomp, second Siegler to approve the minutes as printed. M.C.

PUBLIC COMMENT: None

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. **Motion** Walker, second Honkomp to approve the April bills and journal entries. M.C.

Motion Walker, second Steward to approve \$250 for sponsorship of a Wisconsin Rapids City Band concert and program ad. M.C.

Purchase Order Policy was referred to the Personnel Committee.

Bike Trail Update: Village officials met with representatives from the City of Wisconsin Rapids Engineering Department to discuss costs associated with connecting Biron's bike trail to the City's that will be part of the First Street reconstruction. The Board had approved \$20,000 for the project. President Evenson made that offer to the City but they have not yet accepted.

Bridgewater Project: Updated cost figures are being developed and will be combined with revenue projections to determine feasibility of the project. No action can be taken without a cost analysis, which is being completed by Ehler's.

The Clerk presented information on a Visa business cash card offered through Nekoosa Port Edwards State Bank. The card will replace the current card from US Bank. **Motion** Walker, second Muleski to authorize the Clerk to apply for the card and to approve the Credit Card Policy, Agreement for Use, and card sign-out forms the Clerk developed. M.C.

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 \$74,574.04. Expenses were \$324,534.32. General checking account bills were paid on check # 19806-19881 with 7 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of all April/May bills was included for the Board to review. Village Non-Lapsing Fund \$716,121.53. **Water Utility:** Checking \$90,200.57. Money Market \$460,633.41. Water bills were paid on check # 3883-3891. **Wastewater Department:** Checking \$25,200.62. Non-Lapsing Fund \$14,380.06. Wastewater bills were paid on check # 2870-2874. 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 reported new job descriptions have been signed by employees and herself. The Committee will meet May 22. **Motion** Muleski, second Evenson to approve the Personnel Committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Head Start has informed the Clerk they will be filing a petition to begin the process to vacate the parcel located on Center Street. Registration with the WI Department of Agriculture, Trade and Consumer Protection is mandatory for premises where poultry is kept. The form will be available on the Village website for residents needing to register. **Motion** Muleski, second Siegler to approve the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Vruwink reported the crew has been cleaning sanitary sewers. Crack filling has been completed on certain Village streets. Hydro Klean will be televising Village street sewer pipes in early June. **Motion** Muleski, second Honkomp to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Sue Carlson reporting. Trash cans and a handicap accessible picnic table are will be installed at Gateway Park. Carlson has applied to the National Wildlife Federation to designate Gateway Park as a certified wildlife habitat. **Motion** Muleski, second Siegler to approve the Public Property, Safety and Recreation Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Mark Honkomp reporting. Vruwink reported a Village business owner inquired about having water and sewer extended to an outbuilding he would like to rent out. Vruwink will continue to monitor. **Motion** Evenson, second Honkomp 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.* Revised minutes from the April 13th meeting were available for review. **Motion** Honkomp, second Muleski to approve the Wastewater Commission report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. An annual audit was held April 27 and the fire department is in compliance. Pump testing on Engines 1 and 2 was favorable. SCBA testing will be done May 10. A firemens picnic and fundraiser will be held August 12 at the Municipal Center. **Motion** Honkomp, second Walker to approve the Volunteer Fire Department report. M.C.

CLERK'S REPORT: Board of Review and Open Book will be May 23 at the Municipal Center. The Clerk met with Solarus and secured a new five year contract with significant cost savings. Trustees will have new Village email addresses as a result and they will be posted on the Village website. State of WI Municipal Clerk's Week is May 7-13. WSAW-TV will present *Our Town Wisconsin Rapids* to air June 15-21. President Evenson will be the contact person for interview and will focus on the new Gateway Park and recreation trail and cranberry marshes located in the Village. **Motion** Muleski, second Evenson to approve the Clerk's Report. M.C.

PRESIDENT'S UPDATE: Committee appointments were reviewed. **Motion** Walker, second Muleski to approve reappointment of Pete Wolter to the Plan Commission for a 3 year term beginning May 2017 and Jan Gaber as an alternate to the Board of Appeals for a 2 year term beginning May 2017. M.C. Cost estimates from Lampert-Lee & Associates for public facilities, road, and utility infrastructure expansion were provided to the Board for information. **Motion** Honkomp, second Walker to accept the President's report.

ADJOURN: **Motion** Muleski, second Steward 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