

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – JUNE 10, 2019**

The June 11, 2019 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, June Siegler, Bob Walker, Mark Honkomp, Dan Muleski. Also present: 8 guests

MINUTES: Minutes were reviewed from the May 13, 2019 Board meeting. Motion Honkomp, second Walker, to approve the minutes as printed. M.C.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. Walker presented a revised draft of proposed revisions to Village ordinances pertaining to financial controls and asset management for the Fire Department. The proposed ordinance changes are intended to bring the ordinances in line with policies the Village adopted in response to Fire Department internal theft incidents and significant structural weaknesses in the department's financial controls that were identified by auditors, while striving to maintain a spirit of ownership by the Fire Department over decisions affecting the use of money it raises through community fund-raising activities. The Committee recommends the inclusion of these ordinances into the comprehensive revision of all Village ordinances that is currently under way. Motion Muleski, second Honkomp to approve the bills for the Village and Wastewater Department, Water Utility and to approve the committee report. M.C

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for May 2019: \$69,284.80. Expenses: \$104,620.45. General checking account bills were paid on check # 21461-21535 with 4 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of May bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$924,087.81. Utilities Checking: \$188,190.28. Money Market \$355,006.70. Utility bills were paid on check # 4208-4223. Non-Lapsing Fund: \$14,432.80. 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.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. The utility clerk is retiring and the committee recommended temporary staff be hired through July 31 to allow completion of the hiring process. Motion by Honkomp, second Evenson to move into closed session pursuant to Wis. Stats Section 19.85 (1) (c), which reads: "Considering employment, promotion, compensation or performance, evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, for the purpose of considering separation compensation. The motion carried at 7:15 p.m. Roll Call vote: Aye: 7. Evenson, Carlson, Honkomp, Muleski, Siegler, Steward, Walker. The Board reconvened in open session. Motion Steward, second Muleski to approve the separation compensation as amended. M.C. Motion Evenson, second Siegler to approve the committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski. Zoning Board of Appeals met May 21 and granted a variance request from Biron Licensee Group LLC and Consolidated Water Power Company to create two non-conforming R-2 zoned residential zoned lots on North Biron Drive.

Applications were reviewed for alcohol beverage, cigarette and operators/bartender licenses. Applications have been made for Combination Class A Beer and Cider for Kwik Trip, Inc, Leon

Kosiec, Jr, Agent; Combination %Class B+for Anchor Bay and Grill, LLC, Dennis V. and Doris A. Moon, Agents; Class %A+Beer Loyal-Phant Market, Yer M. Yang, Agent; Combination %Class B+Liquor for Somewhere Else, Robert and Kay Larsen, Agents; and cigarette license applications for Kwik Trip Inc. and Loyal-Phant Market for over the counter sales only.

Operator license applications were received from Christopher Keith, Jr, Alexis Bean, Eric Adamski, Nanette Bornheimer, Gina Caldwell, Jeremy Papineau, Samantha Harvey, Vickie Lanzi, Steven Wiskerchen, Erich Edelblute, Trevor Miller and Tessa Gilbert for Kwik Trip; Stephanie Lecy, Katherine Griesbach, Megan Onesti, Colton Wolosek, Crystal Weight, Jonathan Ostrowski, Kathleen Tufte, Daniel Ripper, and Heather Liebenstein for Anchor Bay; Vang Lor for Loyal-Phant Market; Keith Anderson, Jean Amon, Zoe Olsen, Teresa Cattanaach, Sarajeon Brown, and Kendra Pallen for Somewhere Else.

Motion Honkomp, second Muleski to grant liquor licenses to Kwik Trip, Anchor Bay, Somewhere Else, and Loyal-Phant Market, cigarette licenses to Kwik Trip and Loyal-Phant Market, and operators licenses to the above named applicants all effective July 1, 2019. M.C.

Motion Honkomp, second Evenson to approve the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Public bids for a sanitary sewer lining project were opened May 15. Motion Steward, second Walker to recommend a bid of \$65,688.50 from Terra Engineering. Roll Call vote: Aye: 7. Evenson, Carlson, Honkomp, Muleski, Siegler, Steward, Walker. Motion carried; bid to be awarded to Terra Engineering. Funds to be paid from the non-lapsing account. Motion Walker, second Siegler to approve Resolution 19-07 approving submittal of the CMAR report for the fiscal year ending 12/31/2018. M.C. Motion Muleski, second Honkomp to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. The Clerk reported Kwik Trip is donating cookies for the city band concert. The municipal center was rented May 25 and left in poor condition and the War Service Club plaque was damaged. **Motion** Muleski, second Siegler to notify the renter their deposit will be forfeited due to excessive cleaning costs and damage repair costs. M.C. Motion Muleski, second Walker to approve the Public Property Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. Vruwink reported a valve at the well was not functioning and will be recalibrated. **Motion** Muleski, second Siegler 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.* No minutes were received from the city.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Kerkman submitted a written summary outlining training and emergency calls made in May. Motion Honkomp second Walker to approve the Fire Department report. M.C.

CLERK'S REPORT: Arndt reported receiving certification of results of election from the Wisconsin Employment Relations Commission. Village crew members voted to continue to be represented by the General Teamsters Union Local No. 662. Motion Honkomp, second Walker to approve the Clerk's Report. M.C.

PRESIDENT'S UPDATE:

The Village has three open grants for the trail development and boat launch improvements which expire June 30th. Evenson will contact the DNR requesting one year extensions for the three grants.

Roland Hawk, Wood County Highway Commissioner, addressed the board regarding the draft Memorandum of Understanding for Stormwater System Operation and Maintenance. Wood County always asks municipalities to maintain storm sewers where county roads are. Repairs are done and paid for by the county. The DNR requires sweeping be done at least twice annually.

Trustee comments: a majority of the corridor the Village is being asked to maintain is outside the Village limits. Pulp trucks travel on County Highway U to the mill and leave more than normal amounts of debris on the roads. They may need to be swept more than twice per year. Will the county reimburse the Village for road sweeping more than twice annually?

Evenson suggested revising paragraph G of the MOU . Maintenance activities agreed to by the Village include but are not limited to regular inspections at least two times per year *and not more than four times per year*, street sweeping, cleaning, flushing, or vacuuming storm sewer pipes, inlets, manholes retention structures at least one time per year *and not more than two times per year*. *Additional maintenance requirements beyond these limits shall result in the parties negotiating a modification to this agreement and possibility of compensation.*

This MOU document should also include the plans for the road construction project.

The county submitted final plans to the state in May. The DNR has to sign off by July 1 and this MOU needs to be signed prior to DNR approval.

Bridgewater Development area: There are two bid packages out now. Bid opening will be June 26 at 3:00 p.m. at the Municipal Center, with an award recommendation to the Board at the July 13 meeting. County Highway U and the road to the boat landing and parking lot are expected to be open by July 3.

Membrane Systems will be relocating to the Biron Business Park.

A public hearing will be July 24 at 6:00 p.m. to consider a resolution to amend a resolution procedure for special assessments for public construction projects. A special Board meeting will be convened upon closure of the public hearing.

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

ADJOURN: Motion Muleski, 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