

REGULAR VILLAGE OF BIRON BOARD MEETING

The June 11, 2012 the Regular Board meeting was called to order by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: PRESENT: Trustees: Tammy Steward, Dan Muleski, June Siegler, Doug Egge, Bob Walker and Susan Carlson. Also in attendance were Treasurer Pam Witt, Public Works / Water Superintendent Rick O'Keefe, Dan Borchardt from MSA Professional Services and three residents.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on May 14, 2012 and Board of Review held on May 16, 2012. **Motion** Muleski to approve the minutes from the May 14, 2012 Regular Board Meeting, seconded Egge. M.C. **Motion** Carlson to accept the minutes from the May 16, 2012 Board of Review, seconded Siegler. M.C.

PUBLIC COMMENT: Three residents from 31st Street North and 32nd Street North presented the board with a petition requesting to have the privacy fence put up by Midwest Cold Storage. The fence was part of the original plans. Plan Commission will meet soon to determine that the proper fence will be installed for privacy. The residents will be invited to the Plan Commission meeting to express their views.

FINANCE & BUDGET COMMITTEE: Chairperson Doug Egge 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. **Motion** Muleski to approve all bills and journal entries for the Village, Water and Wastewater Departments as recommended by the Finance Committee, seconded Walker. M.C. All bills and journal entries that were approved are on file in the office.

Budget Discussion - This will be reviewed after the first six months information is compiled. **Motion** Muleski to accept the Finance and Budget Committee report, seconded Evenson. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for May is \$31,828.56 and expenses were \$53,722.22. The checking account balance on hand May 31, 2012 is \$173,790.71. General checking account bills were paid on check #'s 15385-15448 and 6 auto pays to pay the State, IRS and Deferred Comp for payroll deductions. A list of all May bills was included for the board to review. Investment accounts through May: Village Non-Lapsing Fund \$315,764.78. **Water Utility:** Checking \$108,478.29, Money Market \$21,929.35, Non-Lapsing Fund \$70,946.76. Water bills were paid on check #'s 3316-3322. **Wastewater Department:** Checking \$64,363.24, Non-Lapsing Fund \$14,322.09. Wastewater bills were paid on check #'s 2573-2576. A list of all checks paid for the water & wastewater were included for the board to review. **Motion** Siegler to accept the Treasurer's report, seconded Egge. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Tammy Steward reporting. **Approve CMAR Report** – **Motion** Siegler to accept resolution 6-1 approving the submittal of the Wisconsin Department of Natural Resources NR 208 Compliance Maintenance Annual Report (CMAR), seconded Carlson. M.C. **Road Repairs** – Marsh Road needs to be re-graded. **Motion** Muleski to re-approve the 2011 budgeted amount that was not spent on Marsh Road last year to be used this year, seconded Steward. M.C. **Street Signs** – **Motion** Muleski to approve \$3500.00 to replace signs per DOT requirements, seconded Carlson. M.C. Each year some signs are replaced. All of the signs need to be updated to DOT regulations by 2015. **Snow Plow Blades** – Committee approved the purchase of 2 sets of snow plow blades for the new truck. **Discuss South Biron Drive Project** – Committee reviewed the project and would like to do all of South Biron Drive. **Review Budget Information** – Committee reviewed the budget and updated any account changes needed. **Motion** Muleski to accept the Public Works Committee report, seconded Siegler. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Bob Walker reporting. Committee has nothing to report at this time. Most of the updates will be done under the President's report by MSA. Committee will be meeting before the next board meeting. **Motion** Siegler to accept the Water Utility Committee report, seconded Walker. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. **Review Ordinance Violations and Complaints** - Committee reviewed ordinance violations and sent letters to the residents in violation of the ordinances. One resident requested a 30 day extension and it was granted. **Review Building Permits** – Building permits were reviewed. **Review Building Plans to Determine if a Variance is Needed** – Committee reviewed plans for an addition to a house on South Biron Drive, and a request for an accessory building. Both of these requests will be turned over to the Board of Appeals for a variance. **Ordinance**

Updates – Committee is working on updating chapters 1-4. **Motion** Walker to accept the Legislative, Ordinance & Zoning Committee report, seconded Siegler. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Sue Carlson reporting.

Shelter House Design & Fundraising – The board gave permission to have Lampert Lee start on the building plans and then those plans would be something we could present to the residents. A few questions were discussed such as the flying gable end and the cost associated with it and a shingled roof versus a metal roof. **Landscaping for the Front of the Municipal Center** – Some of the older damaged shrubs have been pulled and an area will be set up with benches and flowering shrubs.

Some discussion occurred on the number of benches that were ordered. Four benches were ordered since they were on a closeout and reduced in costs. Four benches provided an opportunity to work with the landscaping in the front and have sufficient benches on hand to do the project. Once the benches are gone we would not be able to get matching ones. It was questioned how many benches were approved and the minutes stated that three benches could be purchased not to exceed \$1200.00 but recollection from Muleski stated it should have read up to a total of three benches not to exceed \$1200.00. Committee will review the parking areas in the front of the municipal center that may be needed by the fire department. **Review Budget for the Municipal Center and Park** – This will be done next month after the ½ point of the year. Expenses will be monitored. **Update on Phone System** – The new phones are working well. **Motion** Muleski to accept the Public Safety & Recreation committee report, seconded Egge. M.C.

WASTEWATER COMMISSION: 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 June 6, 2012 meeting** - The minutes were included in the board packet for review. Commission members are looking into a new electric utility truck instead of gas at an approximate cost of \$11,000. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Siegler. M.C.

PRESIDENT'S REPORT: President Jon Evenson reporting. **Approval of Alcohol Beverage Licenses, Operator Licenses and Cigarette Licenses** - **Motion** Carlson to accept the application requests for combination Class B (Class “B” beer and “Class B” liquor) licenses for: Somewhere Else of Wisconsin Rapids, Inc, Robert Larsen Agent; Dennis Moon, Anchor Bay Bar & Grill LLC, David Slucas, CD Place Inc, Dave Slucas Agent; and a Class “A” beer license for Kwik Trip, Katie Sedall Agent, and the operator’s application as submitted and the cigarette license applications for Kwik Trip and Anchor Bay, seconded Steward. M.C. by roll call vote with Walker abstaining to prevent a conflict of interest. **Update on Regional Pool** – There is some renewed interest in a regional pool partly due to the new YMCA director. Bob Walker is the liaison for the Village of Biron and will attend the meetings and report to the board. **MSA Updates on all Biron Projects – Stewardship Funding Update Letter** – The Village board agreed verbally to the cross-section that was presented. The board also agreed that the trail should be on the river side of the roadway. The board also agreed to the roadway realignment # 2 and will call a Plan Commission meeting and contact Wellington to try to make the conceptual plan a reality. The DNR Stewardship grant funding is possible for the South Biron Drive trail. There are also federal funds that may be able to be used for this project. By December 31,2012, all acquisitions and easement agreements would need to be completed. The Village would also need to have a park plan and must specifically mention the proposed trail. Plan Commission will need to discuss the comprehensive park plan which is necessary for the Stewardship Funding. Wood County may also have to amend their comp plan to include a multi-use path. Other suggestions were given that would help make the application stronger. **Original Contract Amendment** – Amendment #1 is an amendment to the agreement dated 6/11/12 authorizing MSA to begin work on the Village of Biron Water Distribution System improvements. This amendment has no monetary changes but the wording of the original document was changed. Section C2.01 A.5 is replaced with “The Engineering services for this Base Contract include the items identified in item 1.a and 1.b. Item 1.a is authorized to proceed and 1.b may only proceed upon board authorization.” **Wisconsin Rapids and Biron Emergency Water Agreement** - MSA presented easement negotiation packages for residents impacted by the water main route and verbal approval was given to proceed with drafting of the permanent easement documents. This agreement was drafted and will be review by the Village’s attorney and the Cities attorney. **Motion** Muleski to accept the President’s report, seconded Steward. M.C.

ADJOURNMENT: **Motion** Steward to adjourn the June 11, 2012board meeting, seconded Walker. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk