

## REGULAR VILLAGE OF BIRON BOARD MEETING AUGUST 10, 2009

The August 10, 2009 Regular Board meeting was called to order by President Jon Evenson at 6:30 p.m. at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

**PRESENT:** Trustees: Tammy Steward, Jan Gaber, Dan Muleski, Tim Krause, Margaret Billman and June Siegler. Also in attendance was Public Works Supervisor Rick O'Keefe, Treasurer Pam Witt, 25 residents and/or interested parties.

**MINUTES:** Minutes were reviewed from the regular board meeting held on July 13, 2009. **Motion** Krause to accept the minutes of the Regular Board meeting held on July 13, 2009, seconded Muleski. M.C.

**PUBLIC COMMENT:** Public comment was open for any issues outside of the Shore Acres Road Project. Hearing no comments on other issues the order of agenda was changed to cover the Public Work's Committee Report first.

**PUBLIC WORK'S COMMITTEE REPORT:** Chairperson Steward reporting. – **Review Cost Estimates on Shore Acres Road Project** – The road repair project will begin on August 31<sup>st</sup>. A diagram was available showing the area of Shore Acres that would be repaired and which residents would not have access to their driveways for a few days. Also available was a diagram of the park showing the area of road right-of-way that would be blacktopped and the location of the shelter house if shelter house plans were finalized. Residents on Shore Acres Road expressed concern about the parking area and the shelter house causing extra traffic and safety problems due to the shortage of street lights on Shore Acres. No concerns were issued on the road repair itself. Some suggestions for the park shelter house and parking lot were to re-configure the park and expand parking on South Biron Drive, take the basket ball hoops out of the parking area on South Biron Drive and possibly look at other areas of the Village like the proposed County park as a place for a shelter house. After all concerns and suggestions were heard, **Motion** Evenson to re-affirm support for the Shore Acres Road repair project but eliminate the proposed parking area along the park fence, seconded Krause. M.C. with Steward abstaining. As plans for a shelter house are closer to being finalized, residents would be invited in again to review and discuss. **Review Discharge of Storm Water in Wastewater System** – A letter will be sent to the residents where there is known storm water discharge into the sanitary system notifying them that they will need to disconnect their storm water drainage from the wastewater system. **Update on Midwest Cold Storage Utility Extension** – Phase 1 utilities are in, pressurized and have passed testing. Currently, the fire protection system is being hook up as well as the bathrooms. **Public Works Supervisor's Update** – The box on the truck for use with the wood chipper is done. The material for the Shore Acres Road project is here. **Motion** Billman to accept the Public Work's Committee report, seconded Gaber. M.C.

**FINANCE & BUDGET COMMITTEE:** Committee chairperson Margaret Billman reporting. **Consider Items Discussed with Auditor** – Committee met with the auditor and discussed how we could be more efficient. A full accrual accounting system tracking assets would assist the village in borrowing money, bonding and would aid in GASB34 entries for state and public service commission reports. **Motion** Billman to accept the recommendation from Jeff Cohen, Schenck Business Solutions to go from modified cash to full accrual accounting system to include fixed assets valued at \$10,000 or more and accomplish this for the 2010 budget process this fall, seconded Krause. M.C. The general fund balance was also reviewed. **Motion** Billman to attempt to have a goal of maintaining a general fund balance of 10 – 15 percent of general fund expenditures, seconded Siegler. M.C. with Muleski opposed. **Review of Bills and Approval for Payment** - Committee met, reviewed, and approved all the bills for the Village, Wastewater Department and Water Utility. **Motion** Gaber to pay all bills as recommended by the Finance Committee, seconded Siegler. M.C. **Reviewed Non-Lapsing Funds** – Committee reviewed non lapsing funds and noted the extra payment made on the loan and dates on upcoming maturing CD's. The water utility paid an extra \$55,000.00 on the well house project loan. **Resolution Affirming Support & Partnership with the 2010 Census** – **Motion** Krause to accept resolution 8-09 affirming support & partnership with the 2010 census, seconded Muleski. M.C. This resolution will allow the Census Bureau to provide us with information and promotional items for the census which is important as the census data determines how many seats each state will have in the U.S. House of Representatives, and state funding is allocated to communities based on census data. **Consider Ehlers Proposal for Financial Services for Midwest Cold Storage** – Committee recommends approval of the services of Ehlers & Associates Inc. per the engagement letter dated July 23, 2009 detailing services for the State Trust Fund loan and funded with Build America Bonds. **Motion** Siegler to approve the recommendation of the Finance Committee to approve the services agreement from Ehlers & Associates for the purpose of bonding services

associated with the Midwest Incentive Agreement that was agreed to, seconded Krause. M.C. With approval tonight the application will be able to be turned in to the State Trust Fund and once that is approved the Build America Bond can be worked on. **Consider Contribution to Highway 54 East Arterial Tiger Grant Application – Motion** Margaret contribute up to \$1,000.00 towards the Highway 54 East Arterial Tiger Grant application, seconded Steward. M.C. **Motion** Gaber to accept the Finance and Budget Committee report, seconded Evenson. M.C.

**TREASURER’S REPORT:** Treasurer Witt reporting. The report of expenditures and receipts was reviewed. The checking account balance on hand July 31, 2009 is \$113,699.09. The balance includes total receipts of \$99,493.71 and expenditures of \$130,370.59. Investment accounts through July: Village Non-Lapsing Fund CD’s \$354,828.96. **Water Utility:** Checking \$51,683.56, Money Market \$20,680.69, Non-Lapsing Fund \$314,032.18. **Wastewater Department:** Checking \$24,294.60, Non-Lapsing Fund \$4,293.50. **Motion** Muleski to accept the Treasurer’s report, seconded Billman. M.C.

**WATER UTILITY COMMITTEE:** Chairperson Krause reporting. The annual water inspection was held on July 22, 2009 with DNR Environmental Engineer Glenn Falkowski. Both Rick O’Keefe, Water Superintendent and Tim Krause, Chairman of Water Utility Committee met with Glenn. This year’s inspection was a more routine inspection and next years will be more in-depth. Committee will review the inspection report when it is received and will report to the board. There are some monitoring wells from well #3 still out there that will need to be closed. **Motion** Muleski to accept the Water Utility Committee report, seconded Gaber. M.C.

**LEGISLATIVE, ORDINANCE & ZONING COMMITTEE:** Chairperson Muleski reporting. **Update on Ordinance Complaints & Violations** – A letter was sent to a resident concerning the height of the grass. The letter mentioned the ordinance and the cost if the village would need to mow the grass. A sufficient time was allowed for compliance with the ordinance as well as an opportunity to call and request an extension. After no reply was received the village crew cut the grass and the homeowner will be billed for the expense of cutting the grass as set forth in village policy. A letter was also sent to a resident concerning the number of dogs allowed per household and a letter was sent to a resident concerning the use of fireworks and ATV’s. **Sign Ordinance** – Committee reviewed the sign ordinance concerning billboards. The land that will be annexed to the Village has several billboards located on it. Committee agreed that the billboards could stay up until the leases expire at which time they will need to be removed. **Motion** Krause to accept the Legislative, Ordinance & Zoning Committee report, seconded Billman. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE:** Chairperson Gaber reporting. **Review Costs for Parking Area on Shore Acres** – This was discussed under the Public Works Committee report. **Follow Up on Noxious Weeds at Municipal Center** - Committee discussed the invasive weed problem and will be using Garlon 4 at a cost of \$638.00 plus shipping for 2 containers. Motion Gaber to purchase the two containers of Garlon 4, seconded Steward. M.C. Only the Buckthorn will be cut. Discussion was held on how much to cut at any one time and if it will re-populate faster than we could get them cut. It was requested that the board consider a buffer for Kahoun Road and BlueBird. There will be on-going costs for maintenance and planting other trees in the cleared sections. **Promotion / Contribution / Sponsorship of City Band** – Committee will contribute \$500.00 to the City Band this year and sponsor the August 18, 2009 show. Committee will review for future sponsorship. **Discuss Identifying / Monitoring Municipal Center Items** – Committee discussed and will write up additional items to the current checklist. **Cranberry Breakfast Planning** – The Cranberry Breakfast will be held on October 17, 2009 from 7:30 a.m. – 12:30 p.m. Margaret Billman has volunteered to do the flyers again. The date on the banner has been changed and will be hung up. **Motion** Muleski to accept Public Property, Safety, and Recreation Committee report, seconded Steward. M.C.

**PRESIDENT’S REPORT:** President Evenson reporting. **Approval of Annexation Request from Keith Helmrick & Dave Moodie** – Keith Helmrick & Dave Moodie have petitioned for direct annexation to the Village of Biron all of the lots 1, 2 and 3 of Wood County CSM 8840 recorded in volume 30 on page 140 as document 2008R07157, being part of the NE ¼ NW ¼, NW ¼ NE ¼ & NE ¼ NE ¼, all in section 1, T22N, R6E, Town of Grand Rapids, Wood County, Wisconsin containing 3,036,663 square feet or 69.712 acres. The Wisconsin Department of Administration has reviewed the proposed annexation and found it to be in the public interest. **Motion** Muleski to accept Ordinance No. 1-09 an ordinance annexing territory to the Village of Biron, seconded Gaber. M.C. **Wood County Comprehensive Plan Services** – Wood County Planning & Zoning has completed the County’s comprehensive plan and would have time to complete the Village of Biron’s. The cost would be approximately \$2,500.00. **Motion** Billman to authorize the services of Wood County Planning & Zoning to complete the Village’s comprehensive plan, seconded Gaber. M.C. **Review Process of EPA Guidelines** – Guidelines were reviewed. The Uniform Administrative requirement for local governments procurement procedure needs to be adopted. **Motion** Muleski to adopt the procurement procedure, seconded Gaber. M.C. **Report on**

**Engineering Services RFQ / RFP** – The requests for qualifications / request for proposals was submitted to three engineering firms; Lampert Lee & Associates, MSA Professional Services and Central Wisconsin Engineers. These proposals are due on Wednesday, August 12<sup>th</sup> and will be reviewed by the selection committee prior to the special board meeting to be held on August 13, 2009. **Participation in 4<sup>th</sup> Knight Ridder Foundation** – The Community Foundation has a small grant from the Knight Foundation (dedicated to promoting journalism). The goal of the 4<sup>th</sup> Knight Ridder Foundation project along with Gannett Newspaper is to help us understand how residents access local information and how best to deliver that information. As a newspaper that is their primary consideration. The Community Foundation is organizing a survey that would help us understand how local information is being accessed. The survey will be available at the Fireman's Picnic for anyone wishing to participate. **Motion** Krause to accept the President's report, seconded Billman. M.C.

**ADJOURNMENT: Motion** Muleski to adjourn the August 10, 2009 board meeting, seconded Gaber . M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk

**RESOLUTION #8-09**  
**A resolution affirming Village of Biron's**  
**support of and partnership with the 2010 Census.**

WHEREAS the U.S. Census Bureau is required by the Constitution of the United States of America to conduct a count of the population and provides a historic opportunity for Village of Biron to help shape the foundation of a society and play an active role in American democracy;

WHEREAS Village of Biron is committed to ensuring every resident is counted;

WHEREAS more than \$300 billion per year in federal and state funding is allocated to communities, and decisions are made on matters of national and local importance based on census data, including healthcare, community development, housing, education, transportation, social services, employment, and much more;

WHEREAS census data determines how many seats each state will have in the U.S. House of Representatives as well as the redistricting of state legislatures, county and city councils and voting districts;

WHEREAS the 2010 Census creates hundreds of thousands of jobs across the nation;

WHEREAS every Census Bureau worker takes a lifetime oath to protect confidentiality and ensure that data identifying respondents or their household not be released or shared for 72 years;

WHEREAS a united voice from businesses, government, community-based and faith-based organizations, educators, media and others will allow the 2010 Census message to reach a broader audience, providing trusted advocates who can spark positive conversations about the 2010 Census;

Now, therefore, BE IT RESOLVED that the Village of Biron:

1. Supports the goals and ideals for the 2010 Census and will disseminate 2010 Census information to encourage participation.
2. Asks its affiliates and membership to partner together to achieve an accurate and complete count.
3. Encourages people in the Village of Biron to participate in events and initiatives that will raise overall awareness of the 2010 Census and increase participation among all populations.

Adopted this 10<sup>th</sup> day of August, 2009

ORDINANCE NO. 1-09 (CORRECTED)

AN ORDINANCE ANNEXING TERRITORY TO THE VILLAGE OF BIRON, WOOD COUNTY, WISCONSIN,  
THE VILLAGE OF BIRON BOARD OF TRUSTEES DOES ORDAIN AS FOLLOWS:

SECTION I                    TERRITORY ANNEXED: IN ACCORDANCE WITH SECTION 66.021 OF THE WISCONSIN STATUTES, AND THE PETITION FOR DIRECT ANNEXATION FILED WITH THE VILLAGE CLERK, SIGNED BY ALL OF THE OWNERS OF THE LAND IN THE AREA, THE FOLLOWING DESCRIBED TERRITORY IN THE TOWN OF GRAND RAPIDS, WOOD COUNTY, WISCONSIN, IS ANNEXED TO THE VILLAGE OF BIRON:

ALL OF THE LOTS 1, 2 AND 3 OF WOOD COUNTY CSM 8840, RECORDED IN VOLUME 30 ON PAGE 140 AS DOCUMENT 2008R07157, BEING PART OF THE NE ¼ NW ¼, NW ¼ NE ¼ & NE ¼ NE ¼, ALL IN SECTION 1, T22N, R6E, TOWN OF GRAND RAPIDS, WOOD COUNTY, WISCONSIN, CONTAINING 3,036,663 SQUARE FEET OR 69.712 ACRES

SECTION II                    EFFECT OF ANNEXATION: FROM AND AFTER THE ADOPTION DATE OF THIS ORDINANCE, THE TERRITORY DESCRIBED IN SECTION I SHALL BE A PART OF THE VILLAGE OF BIRON FOR ANY AND ALL PURPOSES PROVIDED BY LAW AND ALL PERSONS COMING OR RESIDING WITHIN SUCH TERRITORY SHALL BE SUBJECT TO ALL ORDINANCES, RULES, AND REGULATIONS GOVERNING THE VILLAGE OF BIRON.

SECTION III                    ZONING: THE TERRITORY BEING ANNEXED TO THE VILLAGE OF BIRON SHALL BECOME A PART OF AGRICULTURE ZONING DISTRICT AND WILL BE REZONED WHEN APPROPRIATE.

SECTION IV                    EFFECTIVE DATE: THIS ORDINANCE SHALL TAKE EFFECT UPON PASSAGE AND PUBLICATION AS PROVIDED BY LAW.

DATED THIS 10TH DAY OF AUGUST, 2009: