

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – AUGUST 8, 2016**

The August 8, 2016 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, Dan Muleski, and June Siegler were present. Tammy Steward and Susan Carlson were excused. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, Dan Borchardt, MSA, Cindy Henke, Jon Trautmann and Amber Danielski, Schenck SC

MINUTES: Minutes were reviewed from the Regular Board Meeting held July 11, 2016. **Motion** Honkomp, second Siegler to approve the minutes as printed. M.C.

PUBLIC COMMENT: A resident requested a status update on the \$1.5 million dollar short-term loan. President Evenson stated the loan is still outstanding. Ehlers is looking for partners to share the loan obligation with Nekoosa Port Edwards State Bank. Trustee Walker stated the Village's goal is to do better long term financial planning in order to project cash flow on a month to month basis. Evenson stated Classic Development may be put on notice to contribute to the shortfall, which is part of their agreement for the business park. Phil Cossen from Ehlers and Robb Sigler from the Nekoosa bank will be invited to the September Board meeting to offer insight on the loan status.

A resident questioned the reassignment of \$100,000 from the Resurface Village Streets non-lapsing account and \$14,589.76 from the Recreational Trail non-lapsing account to the Village general account. President Evenson explained the transfer was done to support the South Biron Drive project costs and particularly those expenses not covered by grants and utility borrowing.

FINANCE & BUDGET COMMITTEE: Committee member June Siegler reporting. All bills, non-lapsing accounts and journal entries were in order. **Motion** Walker, second Evenson to accept the Finance and Budget Committee report. M.C. The Principal Group shares were sold July 11 for \$39,166.50. The clerk recommended payment in full of the shelter house loan of \$20,000 plus \$237.50 interest (to be paid on August 9); \$1,500 to Web Monger to update and improve the Village website, and the balance of \$17,429 deposited in the Village general checking account. **Motion** Muleski, second Walker to approve the clerk's recommendation. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for July 2016 were \$215,428.64. Expenses were \$202,782.34. General checking account bills were paid on check # 19110-19158 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of all July bills was included for the board to review. Village Non-Lapsing Fund \$755,521.82. **Water Utility:** Checking \$114,228.57. Money Market \$454,464.09. Water bills were paid on check # 3810-3813. **Wastewater Department:** Checking \$49,911.30. Non-Lapsing Fund \$14,362.10. Wastewater bills were paid on check # 2830-2835. A list of all checks paid for water & wastewater was included for the board to review. **Motion** Muleski, second Honkomp to accept the Treasurer's report. M.C.

SCHENK, SC AUDIT REPORT Amber Danielski reviewed Management Communications. There are no changes from the 2014 report for internal controls. It was recommended account reconciliation be done monthly instead of year-end during audit adjustments. High level training was recommended for staff. Jon Trautmann reviewed the water utility rate of return. Current rates are too low and the Public Service Commission will force a rate study and increase if the Village doesn't take action on its own to increase water rates. The sewer utility operated at a loss in 2015 and a rate increase is also recommended. A resident reminded the Board of a past assurance the Village made to the residents the Bridgewater project would not drive a utility rate increase.

PUBLIC WORKS COMMITTEE REPORT: Trustee Dan Muleski reporting. Thompsons have requested reimbursement for damage caused from sewer line backup due to South Biron Drive construction. The Committee had recommended splitting the bill between Thompsons, Earth, Inc., MSA, and the Village. The

Board's position is damage was due to construction work. The Village's insurance company's position is the Village has no liability. Muleski will be contacting an independent contractor to assess the work done at the residence prior to the Village taking any action. **Motion** Siegler, second Evenson to accept the Public Works Committee report. M.C.

WATER UTILITY REPORT: Chairperson Mark Honkomp reporting. The current contract with US Cellular heavily favors them. The Village's attorney recommended a contract revision which US Cellular rejected. Vruwink was directed to contact US Cellular to advise them if they cancel the contract in sixty days they would pay the duration of the contract which ends 12/31/2022. The Legislative, Ordinance and Zoning Committee will meet August 10 to review the current ordinance. **Motion** Muleski, second Honkomp to accept the Water Utility Report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Trustee Dan Muleski reporting. Striping for pickle ball is complete at the tennis court in the park. The ribbon cutting ceremony at Gateway Park will be August 25 at 5:00 p.m. Shelter House rental rates were reviewed. **Motion** by Muleski, second Walker to increase the weekend rate by \$10.00 for residents and non-residents and to eliminate the security deposit, effective upon passage. M.C. Vruwink reported grass has been reseeded at Gateway Park due to recent weather conditions. **Motion** Muleski, second Honkomp to accept the Public Property, Safety and Recreation Committee report. M.C.

MSA PROJECT UPDATE: Dan Borchardt presented a change order from Earth, Inc. for \$3,185 for an additional rock wall plus labor costs at Gateway Park. He also presented a change order from Earth, Inc. for additional work done on the parking lot there for \$12,857.60. Subgrade soil was excavated and heavy rain laid in hole causing the clay to swell and stay wet. American Asphalt paved on top of the poor conditions. The Board directed Borchardt the Village agrees to pay \$3,185 and up to \$3,600 for parking lot improvements. Payment will be held pending resolution of the Thompson claim.

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.* Minutes from the July 6 Wastewater Commission meeting were reviewed. **Motion** Honkomp, second Evenson to accept the Wastewater Commission report.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. Muleski reported the he met recently with the Region 2 Fire Director. An audit will be conducted in early 2017. **Motion** Evenson, second Honkomp to accept the Volunteer Fire Department report. M.C.

CLERK'S REPORT: Arndt attended the Clerk's Institute training at UW Green Bay July 10-15 and reported on the courses she completed and is looking forward to attending years two and three, at which time she will graduate. She was selected to serve a two year term on their Advisory Board.

PRESIDENT'S UPDATE: Evenson advised there are two potential tenants for the Business Park. One is an agriculture production company which may create thirty jobs. The other is a small specialty retail business currently in Wisconsin Rapids looking to expand their online business. **Motion** Muleski, second Honkomp to accept the President's report. M.C.

ADJOURN: Motion **Honkomp**, second Muleski to adjourn at 9:10 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President