

**REGULAR VILLAGE OF BIRON BOARD MEETING SEPTEMBER 10, 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:** Trustees: Tammy Steward, Dan Muleski, Doug Egge, Susan Carlson, June Siegler and Bob Walker. Also in attendance were: Treasurer Pam Witt, Public Work's Supervisor Rick O'Keefe, Dan Borchardt from MSA Professional Services, Larry Koopman from Lampert Lee & Associates, Biron Fire Chief Mike Wilke, and two residents.

**MINUTES:** Minutes were reviewed from the Public Hearing and Regular Board Meeting held on August 13, 2012.

**Motion** Muleski to approve the minutes from the Public Hearing held on August 13, 2012, seconded Egge. M.C.

**Motion** Carlson to approve the minutes from the August 13, 2012 Regular Board Meeting, seconded Steward. M.C.

**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 Walker to approve all bills and journal entries for the Village, Water and Wastewater Departments as recommended by the Finance Committee, seconded Steward. M.C. All bills and journal entries that were approved are on file in the office. It was noted that budget should be in by the next board meeting so we can hold a public hearing just prior to the November board meeting.

**Motion** Muleski to accept the Finance and Budget Committee report, seconded Carlson. M.C.

**TREASURER'S REPORT:** Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for August is \$328,945.68 which includes the August tax settlement from Wood County in the amount of \$325,689.95 and expenses were \$67,962.86. The checking account balance on hand August 31, 2012 is \$338,265.31. General checking account bills were paid on check #'s 15577-15652 and 8 auto pays to pay the State, IRS and Deferred Comp for payroll deductions. A list of all August bills was included for the board to review. Investment accounts through August: Village Non-Lapsing Fund \$317,700.78. **Water Utility:** Checking \$90,805.64, Money Market \$23,917.26, Non-Lapsing Fund \$71,233.76. Water bills were paid on check #'s 3346-3358. **Wastewater Department:** Checking \$66,185.34, Non-Lapsing Fund \$14,325.70. Wastewater bills were paid on check #'s 2584-2588. A list of all checks paid for the water & wastewater were included for the board to review. **Motion** Muleski to accept the Treasurer's report, seconded Egge. M.C.

**PUBLIC WORK'S COMMITTEE REPORT:** Chairperson Tammy Steward reporting. **Work on 2013 Budget** - Committee completed the preliminary work on the 2013 budget. Committee made a motion and second to send the proposed budget to Budget Committee. **Solar Lights on Shore Acres** – Committee discussed the solar lights and will review the prices at the next committee meeting. Funds to add the lights are being budgeted for in the 2013 budget. **Review Chapter 8 of the ordinances for Update** – Committee discussed Chapter 8 of the ordinances and gave the Ordinance committee some suggestions. **Public Work's Supervisor's Update** – Marsh Road will be done by Wood County as time permits. The cranberry marsh graded Marsh Road on Sept. 10<sup>th</sup>. The railroad tracks on Highway 54 in the Village of Biron are in rough shape. The railroad company has been notified of the conditions of this crossing. At the Water Expo – the Village's 2008 truck won a 1<sup>st</sup> place trophy for the best looking vehicle. **Motion** Muleski to accept the Public Works Committee report, seconded Carlson. M.C.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Bob Walker reporting. **Tower & Well Communications** – The FCC is requiring a narrow-band communication system for this type of use by the end of the year. Options are being researched. **Security at the Well** – Currently we are going to use an upgraded padlock but the Water Superintendent will check with other municipalities for other options. **Fire Hydrant Maintenance** – The Village crew will continue to paint hydrants where paint has faded. **Annual Water Inspection Report** – The DNR's annual inspection turned up with no water quality problems. The DNR had very good comments for the Superintendent and the crew for their commitment to maintaining the equipment and facilities. The Village President also praised the crew. **Motion** Muleski to accept the Water Utility Committee report, seconded Carlson. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE:** Chairperson Sue Carlson reporting. **Shelter House Bid Award** – Committee with the assistance of Chuck Gibbons from Lampert Lee reviewed the construction bids and the costs of various roof designs and roofing material. Bids were received from Altmann Const., Decker Lumber and Eagle Constr. After review of the roof designs and costs committee agreed to go with the roof H option which would be a wing gable roof end with CertainTeed shingles. The bids were Eagle Construction \$88,650.00 with an additional \$5,900.00 for roof H; Altmann Construction 90,800.00 with an additional 6,025.00 for the roof H design

and Decker Lumber was \$114,500.00 with an additional 5,800.00 for the roof H design. After the board discussed the roof options it was agreed to go with option F which is a wing gable roof end with a metal roof. The cost of roof option F is Altmann Const. 12,300.00; Decker Lumber 11,800; and Eagle Const. 12,850.00. The total cost of the shelter house with the metal roof is Altmann Const. \$103,100.00; Decker Lumber \$126,300.00 and Eagle Construction is \$101,500.00. **Motion** Muleski to award the bid to Eagle Construction with roof F, seconded Steward. M.C. This motion also agreed with Chuck Gibbons recommendation letter. The project should start on September 24, 2012 and be completed in 90 days. Committee is planning to host a dedication ceremony in the spring. There was continued discussion on the donation wall but this will be worked out and presented to residents in a separate letter. **Discuss Budget for 2013** – Committee worked on the 2013 budget and will need to continue working on it at the next committee meeting. **Public Work’s Supervisor’s Report** – A new fan is needed in the men’s restroom at a cost of approximately \$200.00. The replacement slide for the park has been received. **Motion** Steward to accept the Public Safety & Recreation committee report, seconded Evenson. M.C.

**WASTEWATER COMMISSION REPORT:** 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 September 5, 2012 Commission meeting.** The minutes from the meeting were included in the packet for review. Basically the plant is running fine. **Motion** Egre to accept the Wastewater Treatment Commission report, seconded Evenson. M.C.

**PRESIDENT’S REPORT:** President Evenson reporting. **MSA Updates on the EPA Grant** – The Village has received the first payment from the EPA grant in reimbursement for the engineering and design of the business park and EPA administration costs. This was the first draw from the EPA Grant funds that was awarded to the Village. **MSA & President Updates on the Meeting with WISDOT for the Highway 54 and County U Interchange Study** – The DOT needs to do a new review. When the DOT did the traffic counts they were down from previous counts possibly due to a major employer on Highway 54 being shut down for two weeks. It was emphasized that it was important to have the review done and the best options for that interchanged worked out by the end of the year. **MSA Update on the CDBG grant** – The project will be going to WEDC committee for review this month and it is anticipated that the Village will be notified of the grant award decision late September. **MSA Update on the Water Distribution System Improvements and South Biron Drive Reconstruction for 2013** – A water sharing agreement for emergency use is being worked on between the City of Wisconsin Rapids and the Village of Biron. A meeting will be held with the DNR on the Stewardship Funding application. **President’s Update on meeting with Wellington Home of WI** – A meeting was held with the local director of Wellington. The concept was accepted as a good project and Wellington Homes management will review the concept plan at their meeting later in September. **Motion** Muleski to accept the President’s report, seconded Steward. M.C.

**ADJOURNMENT:** **Motion** Muleski to adjourn the September 10, 2012 board meeting at 8:10 p.m., seconded Siegler. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk