

REGULAR VILLAGE OF BIRON BOARD MEETING SEPTEMBER 9, 2013

The September 9, 2013 Regular Board meeting was called to order by President Jon Evenson at the Biron Municipal Center at 6:30 p.m. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Trustees: Tammy Steward, Dan Muleski, Susan Carlson, June Siegler, Mark Honkomp and Bob Walker. Also in attendance were: Treasurer Pam Witt, Public Work's Supervisor Rick O'Keefe, Representatives from MSA Professional Service - Dan Borchardt, Barb Skipinski and Glenn Speich, Representative from Lampert Lee & Associates - Larry Koopman, Representatives from Classic Development - Keith Helmrick and Dave Moodie, Representative of the Biron Licensee group - Mike Schoenholz, and 2 residents.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on August 12, 2013. **Motion** Siegler to approve the minutes from the August 12, 2013 Regular Board meeting, seconded Muleski. M.C.

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker 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 for all departments. **Motion** Walker to accept the Finance Committee report including approval of all bills, journal entries and non lapsing accounts for the Village, Water and Wastewater Department as recommended by the Finance Committee, seconded Honkomp. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The total receipts' for August is \$428,073.08 which includes the August tax settlement and expenses were \$75,038.57 plus a transfer from the general fund of \$72,413.58 to non lapsing account to balance the non lapsing funds. The checking account balance on hand August 31, 2013 is \$474,657.53. General checking account bills were paid on check #'s 16410-16480 with 8 auto pays, to pay the State, IRS and Deferred Comp and State retirement for payroll deductions. A list of all August bills was included for the board to review. Investment accounts through August: Village Non-Lapsing Fund \$428,013.61. **Water Utility:** Checking \$51,375.67, Money Market \$104,783.21, Water bills were paid on check #'s 3468-3478. **Wastewater Department:** Checking \$34,627.41, Non-Lapsing Fund \$14,335.72. Wastewater bills were paid on check #'s 2647-2651. A list of all checks paid for the water & wastewater was included for the board to review. **Motion** Muleski to accept the Treasurer's report, seconded Carlson. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Dan Muleski reporting. **Street Lights for Shore Acres** – Committee has \$5,000 in the budget and will put \$10,000 in for 2014. **Discussion on Replacement of Pickup Truck** – Public Work's Supervisor is requesting that the '92 Dakota be replaced. **Motion** Muleski to spend up to \$20,000.00 from non-lapsing funds for a new/used truck, seconded Evenson. M.C. by roll call vote with all in favor. **Public Work's Supervisors update** – The trees obtained with grant money from the DNR have been planted. There are some storm sewers in need of repair. **Motion** Siegler to accept the Public Works Committee report, seconded Carlson. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Susan Carlson reporting. **Review DNR Annual Report** – The DNR audit report was reviewed by committee and a copy was given to all board members. The DNR recommendations will be taken care of this year and next. NewPage has been notified about their deficiencies. **Water Budget** – Committee discussed possible items for the 2014 budget and will finish their budget at the next committee meeting. **Water Superintendent's Update** - In 2014 maintenance will need to be done on Well #3. Maintenance should be done every 10 years and currently we are at 12 years. Well #2 was done a few years back. **Motion** Muleski to accept the Water Utility Committee report, seconded Siegler. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson June Siegler reporting. **Discuss Pull Down Screening for Shelter House** – No further information has been received so committee will keep checking and possibly have a cost for the next board meeting. **Discuss Landscaping at the Municipal Center** – If the crew has time they can finish the landscaping on the other side of the front doors and a couple of the benches could be placed there and another smoker. **Signs at the Park for No Bikes, No Skateboards and No Rollerblading** – Committee would like to have one larger sign with all the restrictions on it rather than several small ones. Five signs will be needed for the five gated areas. **2014 Budget** – Committee has started working on the 2014 budget and will continue at their next committee meeting. **Public Works Supervisor's Update** - There is a little rust on the weld marks on the gate and that is being taken care of. **Motion** Muleski to accept the Public Property, Safety & Recreation Committee report, seconded Honkomp. 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 4, 2013 Wastewater Commission meeting.** The minutes were available for the board to review. Commission members reviewed three

bids for painting the clarifier. The proposals will be reviewed with the City Attorney's office prior to the final selection of a bidder. A motion was made and seconded to accept the lowest qualified bidder for recoating the clarifier. **Motion** Honkomp to accept the Wastewater Treatment Commission report, seconded Evenson. M.C.

PRESIDENT'S REPORT: President Evenson reporting **Review Insurance and Audit Quotes** – These quotes were turned over to finance committee to review. **TID 2 Loan for the Next Phase of Midwest Cold Storage** – Evenson gave an explanation on the desire to re-act on this loan. Last month's previous action was for a 20 year payment schedule and it is more efficient for the village to do a ten year payment schedule so the loan will need new action. The new paperwork has been requested. **Updates from MSA** – the water distribution system improvements & South Biron Drive reconstruction – MSA will work with the Village to reintroduce the water sharing agreement to connect from Highway 54 to an area by Wellington. Kirk Skoog, MSA, is keeping the EPA up to date on the business park. We may need to ask for an extension on the 1.2 million EPA grant. Water will take on a portion of the debt – about 1 million for this project. MSA is also reviewing an option for a TID 4 overlay of TID 3 to extend the life of the TID. Village of Biron was awarded Stewardship grants for both the Biron Flowage Public Access and the Recreational improvements and South Biron Dr. Gateway Park and Gateway Trail. The grant for the Biron Flowage totaled \$570,900.00 and the grant for Gateway Park/Trail totaled \$218,009.00. The Recreational Boating grant from the Waterways Commission was tabled until the December meeting to allow time for the Village to pursue discussion with CWPC about their financial contributions to this project. The grant if/when awarded would be a 40% grant. Water distribution system improvements and South Biron Drive reconstruction 2013 – Negotiations are continuing with the property owners – Of the 23 parcels on South Biron Drive, 21 offers have been made to the property owners. 6 owners have signed the conveyance & payment requests. **Motion** Muleski to accept payment request for parcel 1 and accept commitments agreed to seconded Steward. M.C. **Motion** Honkomp to accept payment request for parcel 8 and accept commitments agreed to, seconded Steward. M.C. **Motion** Muleski to accept payment request for parcel 12 and accept commitments agreed to, seconded Carlson. M.C. **Motion** Honkomp to accept payment request for parcel 21 and accept commitments agreed to, seconded Steward. M.C. **Motion** Muleski to accept payment request for parcel 22 and accept commitments agreed to, seconded Honkomp. M.C. **Motion** Honkomp to accept payment request for parcel 28 and accept commitments agreed to, seconded Siegler. M.C. **MSA Task Order for construction management services on State Highway 54 & 72nd Street** – The scope of the work is construction management services, administration and onsite construction observation. **Motion** Evenson to approve the task order for project #03622020 in the amount of \$24,200.00, seconded Muleski. M.C. **Authorize Ehlers & Associates to begin work on Business Park Financing** (water revenue bond issuance, creation of a CDA, and CDA lease revenue bond issuance) – Water revenue bond will be in the amount of \$945,000.00 and the remaining will be split on a GO bond- about 1.2 mil and CDA lease revenue bond- about 1.4 mil. **Motion** Siegler to authorize Ehlers to begin work on the business park funding, seconded Honkomp. M.C. **Update from Lampert Lee on bidding for the Wood County Business Park in Biron, sanitary sewer, water main and street extensions and State Highway 54 & 72nd Street intersection improvements and award bid** – After re-calculation of the figures, Earth Construction was the lowest bid by \$33,000. The bid for the project is 3.1 million for phase 1. The project would start on October 7th and should be completed by November 4th. The Village saved \$44,000 by re-bidding the projects together. **Motion** Honkomp to award the bid to Earth Inc. for the Wood County Business Park phase 1 and the State Highway 54 & 72nd Street intersection, seconded Steward. M.C.

CLOSED SESSION: In open session, Muleski made a motion to enter closed session according to State Statues 19.85(1)(e) which reads as follows: “.....deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”, seconded Siegler. M.C. In closed session, the board will consider the nominal payment requests along South Biron Drive. seconded Siegler. M.C.

OPEN SESSION: In closed session the board voted to go back into open session. **Motion** Steward that all parcels from the Biron limits up to the creek will have a deed restriction to require the curb line to be no closer than 8 feet, seconded Walker. M.C. all in favor.

ADJOURNMENT: **Motion** Walker to adjourn the September 9, 2013, seconded Steward. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk