

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – February 13, 2023**

The February 13, 2023 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, Tammy Steward, Mark Honkomp, Jamie Biegel, Mike Guillemot, Dan Muleski, Patty Gapen. Also present: Anne Arndt, Samantha Daugherty, Kayla Lumaye, Peggy Doughty, Chief Kerkman

MINUTES: Motion Honkomp, second Steward to approve minutes of the January 9, 2023 Regular Board Meeting as printed. Motion carried.

PUBLIC COMMENT: None

FINANCE COMMITTEE: Chairperson Patty Gapen reporting. All bills, non-lapsing accounts, and journal entries for the Village and utility departments are in order. Chief Kerkman stated the price of SCBAs are increasing significantly. He requested transferring the 2023 non-lapsing account budgeted allocation of \$13,850 to the Fire Department Equipment/SCBA line item at this time to purchase more SCBAs before the price increase is in effect. Motion Evenson, second Honkomp to approve the transfer of \$13,850 from the Village non-lapsing fund to the SCBA line item. Motion carried. A new line item in the non-lapsing fund will be created to track grant dollars the Fire Department receives. Motion Evenson, second Honkomp to create a Fire Department Grant/Projects line item and request the Clerk transfer the money from the General Fund. Motion carried. A proposal from Hawkins Ash CPAs to provide auditing services to the Village was reviewed. Motion Steward, second Gapen to accept the proposal. Motion carried. Motion Biegel, second Muleski to approve all bills, non-lapsing accounts, and journal entries for the Village and utility departments and to approve the Finance Committee report. Motion carried.

TREASURER'S REPORT: Treasurer Samantha Daugherty reporting. Totals reported to the Finance Committee: Receipts for January: \$965,715.08 and Expenses: \$403,489.02. General checking account bills were paid on check #'s 24544-24608 with eight autopays to IRS, Deferred Comp and WRS for payroll deductions. A list of January bills paid from the General Fund was included for review. Village Non-Lapsing Fund \$1,992,893.01. Utilities Checking: \$397,411.82. Water Money Market \$328,645.50. Utility bills were paid on check #'s 4838-4857. Wastewater Non-Lapsing Fund: \$34,108.64. A list of all checks paid for Utilities was included for review. Evenson reviewed a breakdown of General Fund and TID fund (restricted) dollars. Nekoosa Port Edwards State Bank will set up a passbook savings account to hold General Fund dollars needed to pay expenses. The Clerk will transfer funds between the savings and checking account as needed to pay expenses and maximize interest earned. Motion Evenson, second Honkomp to approve the Treasurer's report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief David Kerkman reporting. Chief Kerkman expressed his thanks to the Board for providing funding over the past years. January EMS training was on CPR and wound care. There were nineteen medical and one fire call made in January. Chief Kerkman stated he reviewed the alarm system in the municipal center. The Assistant Chief and Public Works Director reviewed the blueprints and found smoke detectors and pull

stations were never installed by the contractor. Motion Muleski, second Honkomp to approve the Volunteer Fire Department report. Motion carried.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. Honkomp reported receiving a Request for Annual Certification Election form. Motion Evenson, second Honkomp to accept receipt of the WERC Re-Certification of Teamster Represented Employees notice, and approve the Personnel committee report. Motion carried.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. The Committee did not meet in January

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Steward stated garbage and recycling pickup by Waste Management seems to be going smoothly, but there are a few issues to be worked out. Discussion held regarding obtaining dumpsters at the municipal center. Motion Muleski, second Biegel to approve payment of Xylem Water Solutions invoices totaling \$27,205.50 for emergency repairs of a lift station. Motion carried. Public Works Director Lumaye reported possibly selling the garbage truck, 1947 Ford 8 tractor, and brush hog. The Committee will discuss these items at their next meeting. With a new construction project at ND Paper they want to tie in to the sewer line and have full road closure in the area for a day. Lumaye stated they will now keep one lane closed and will use flaggers to direct traffic. Motion Muleski, second Gapen to approve the Public Works Committee report. Motion carried.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Mike Guillemot reporting. The grease trap was repaired, the water heater repaired, and furnace replaced. Exit doors in the hall need replacing. The committee would like to purchase fiberglass doors. Muleski will get quotes in time for the next Board meeting. Ultra Clean will be cleaning the carpet in the lobby area sometime in April. A quote from Central Wisconsin Janitorial Services for cleaning at the municipal center was reviewed. Motion Guillemot, second Muleski to approve the service contract proposal of \$3,600 for the year. Motion carried, with Steward abstaining. We are still waiting for Eagle Construction to gather all needed information to repair the three park bathrooms. A new DNR representative stated we do not meet the sixty percent shoreline requirement for a No Wake Zone. There are sixteen boat slips available for rent. Motion Steward, second Gapen to approve the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: Chairperson Jamie Biegel reporting. Two crew members are attending training to perform residential cross connections, which they will do while replacing water meters. Hose bibbs are needed for doing residential cross connection inspections. Motion Steward, second Guillemot to approve the purchase of 150 indoor and 150 outdoor hose bibbs for \$2,355 from HydroCorp. Motion carried. Motion Muleski, second Honkomp to purchase 150 water meters, not to exceed \$50,000, from Midwest Meter. Motion carried. A proposal was presented for HydroCorp to perform commercial cross connection inspections within the village. Discussion was held regarding creating an ordinance requiring non-residential inspections be paid for by the property owner. This will be referred to the Legislative, Ordinance, and Zoning Committee. Motion Evenson, second Honkomp to approve the Water Utility Committee report. Motion carried.

WASTEWATER COMMISSION REPORT: *Note: The Wastewater 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.* Motion Evenson, second Muleski to approve the January 11, 2023 Commission meeting minutes and the Wastewater Commission report. Motion carried.

NEW BUSINESS: none

CLERK'S REPORT: Arndt reviewed the Spring Primary and Spring Elections.

PRESIDENT'S REPORT: no report

ADJOURN: Motion Honkomp, second Gapen to adjourn at 8:37 p.m. Motion carried.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President