

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – JUNE 11, 2018**

The June 11, 2018 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, Tammy Steward, Dan Muleski, Sue Carlson and June Siegler. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, and three citizens

MINUTES: Minutes were reviewed from the May 14, 2018 Regular Board meeting. **Motion** Steward, second Muleski to approve the minutes as printed. M.C.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. Bills, non-lapsing accounts and journal entries were in order for the Wastewater Department, Water Utility and Village. A fund balance policy was discussed and deferred to a future meeting. **Motion** Muleski, second Walker to approve the Finance and Budget Committee report.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for May 2018 were \$46,466.06. Expenses were \$119,209.67. General checking account bills were paid on check #~~20609-20671~~ with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of May bills paid from the general fund was included for the Board to review. Village Non-Lapsing Fund \$837,630.17. Utilities Checking: \$141,967.37. Money Market \$424,236.01. Utility bills were paid on check #~~4030-4044~~. Non-Lapsing Fund \$14,405.25. A list of all checks paid for utilities was included for the Board to review. **Motion** Muleski, second Honkomp to accept the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. The committee reviewed a draft Board Member Orientation Handbook which was created by the Clerk. Under the Welcome paragraph ~~being elected~~ was amended to ~~becoming~~ and Mission Statement was amended to Vision Statement. **Motion** Honkomp, second Walker to adopt the new handbook as amended and to accept the Personnel Committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. The committee reviewed some draft ordinances for animals and poultry but no action has been taken. Discussion was held regarding a resident who is not hooked up to utilities. The property driveway is long. Vruwink received a quote of \$41,000 for connection off 30th Street and \$21,000 for connection from the cul de sac on Forest Lane. This issue will continue as properties along Huffman Road and the Bridgewater project prepare to connect to utilities. The Village needs consistent structure so all residents are treated equally. The Committee will continue discussion at future meetings.

A revised permit fee schedule was reviewed. **Motion** Muleski, second Walker to approve the revised schedule as presented, to be effective June 11, 2018. M.C.

Applications were reviewed for alcohol beverage, cigarette and operators/bartenders. Applications have been made for Combination Class ~~A~~+Beer and Cider for Kwik Trip, Inc, Leon Kosiec, Jr, Agent; Combination ~~C~~Class B+for Anchor Bay and Grill, LLC, Dennis V. and Doris A. Moon, Agents; Combination ~~C~~Class B+Liquor for Mac~~s~~ Place, Cara McDonald, Agent; Class ~~A~~+Beer Loyal-Phant Market, Yer M. Yang, Agent; Combination ~~C~~Class B+Liquor for Somewhere Else, Robert and Kay

Larsen, Agents; and cigarette license applications for Anchor Bay Bar and Grill, LLC, Kwik Trip Inc. and Loyal-Phant Market for over the counter sales only.

Somewhere Else has indebtedness in excess of 30 days of intoxicating liquor purchased from General Beverage Sales, Oshkosh, WI. Wisconsin State Statute 125.69(4)(b) prohibits issuance of a retailers license to any person having any indebtedness of intoxicating liquor to any wholesale permittee of more than 30 days standing.

Operator's licenses applications received from Brandon Becker, Gina Caldwell, Erich Edelblute, Samantha Harvey, Trevor Miller, Francis Miloch, Jeremy Papineau, Elizabeth Shefchik, Connor Tracy, Katy Trzinski, Steven Wiskerchen, Kaylee Jinsky, Alexis Bean, Vickie Lanzi, Tessa Gebert for Kwik Trip; Aaron Crissey, Stephanie Lecy, Megan Onesti, Jonathan Ostrowski, Daniel Rippier, Katie Tufte, Crystal Weight, Alysha Wolosek, Colton Wolosek, Heather Liebenstein for Anchor Bay; Vang Lor for Loyal-Phant Market; Jean Amon, Keith Anderson, Cheryl Ashbeck, Sarajeon Brown, Teresa Cattanach, Jo Ann Millard, Melissa Windsor for Somewhere Else.

Motion Muleski, second Walker to grant liquor, cigarette and operator's licenses to Kwik Trip, Anchor Bay, Mac's Place, and Loyal-Phant Market effective July 1, 2018 and to grant a liquor license to Somewhere Else contingent upon payment of their debt to General Beverage Sales. M.C. with Honkomp voting no. The Clerk explained a license could not be issued to Somewhere Else until written notification from the wholesaler has been received that the debt is paid in full. Operator licenses will also be held for Somewhere Else.

Motion Honkomp, second Evenson to approve the Legislative, Ordinance & Zoning Committee report. M.C.

PLAN COMMISSION: Chairperson Jon Evenson reporting. Evenson reviewed a request from Freeberg's Service and Repair, LLC, for a TID 2 development incentive for new construction. The Commission reviewed an incentive agreement with a seven year incentive payment schedule beginning in 2018 and ending in 2024. Total incentive payments would be \$73,280.00. The Commission approved the incentive agreement as presented with the modification to create a positive balance to the Village at the end of the agreement. Trustees voiced concern with offering an incentive to a business with no proven track record in the Village. Discussion held regarding legal fees associated with writing a developer's agreement. **Motion** Muleski, second Walker to approve the incentive agreement as recommended by the Plan Commission with any and all legal fees incurred in securing a developer agreement being deducted from the first incentive payment. M.C. **Motion** Evenson, second Walker to accept the Plan Commission report. M.C.

BOARD OF REVIEW: Chairperson Tammy Steward reporting. Open Book was held April 24 and Board of Review held May 9 and Open Book again on May 24 and adjourned to June 6. No one appeared before the Board. Board of Review adjourned June 6. **Motion** Evenson, second Honkomp to approve the Board of Review minutes of May 9 and June 6 as printed. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. A new lift station pump will be purchased from Manufacturer's Edge for \$3,641.50. A capital improvement plan is needed to apply for LRIP funds. Sanitary sewer repairs are needed and Vruwink is obtaining quotes. Sewer lines were located on 32nd Street where Freeberg Service and Repair will be constructing their new building. Effective immediately the village crew will not pick up trees, large piles of branches and tree limbs/logs larger than 10 inches in diameter. Notices are posted at the Municipal Center and on the website. **Motion** Muleski, second Steward to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. A & A's bid of \$6,394 was accepted to crack fill and seal cost the municipal center parking and tennis court at the park. LED lighting was discussed for the municipal center parking lot but was tabled. A freezer in the municipal center kitchen area stopped working and is not able to be repaired.

A freezer from the Hall was moved to the kitchen area and a used chest freezer was purchased for the Hall area. **Motion** Muleski, second Honkomp to approve the Public Property, Safety & Recreation Committee Report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Susan Carlson reporting. Damage caused to fire hydrants on STH 54 by L & J Trucking is still not resolved. It was suggested to send another letter stating if the invoice is not paid by June 22 it will be turned over for collection. L & R Meter Testing performed meter testing at the wells. Meter is reading different percentages depending on which well is running. Vruwink will adjust gallons pumped by known percentage. **Motion** Carlson, second Honkomp to accept the Water Utility Committee report. M.C.

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 May 2 meeting were available for review. **Motion** Evenson, second Muleski to approve the Wastewater Commission report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. The department is now certified for EMR calls. It is hoped there will be a separate page for EMR vs fire calls. Work is ongoing installing a hose drying rack. **Motion** Evenson, second Honkomp to approve the Volunteer Fire Department report. M.C.

CLERK'S REPORT: Arndt reported on a seminar and demonstration she attended about electronic poll books. They are not mandatory at this time. It will enable smoother registration and help eliminate common errors. Information is saved to a USB which can be loaded directly to WisVote. There are plans to produce a laptop version which will be about half the cost. For a municipality the size of Biron one electronic poll book is sufficient. **Motion** Evenson, second Honkomp to approve the Clerk's Report. M.C.

PRESIDENT'S UPDATE: Land is still being cleared in the area of the Bridgewater development. Variances and rezoning requests are forthcoming once the land exchange is completed. There is some interest in a business locating in the business park. **Motion** Muleski, second Walker to accept the President's report. M.C.

ADJOURN: **Motion** Honkomp, second Siegler to adjourn at 8:05 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President