

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – OCTOBER 8, 2018**

The October 8 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, Dan Muleski, Tammy Steward, Sue Carlson and June Siegler. Bob Walker is excused. Also present: 13 guests

MINUTES: Minutes were reviewed from the September 10, 2018 Board meeting. **Motion** Honkomp, second Carlson to approve the minutes as printed. M.C. Minutes were reviewed from the September 12, 2018 Special Board Meeting. **Motion** Muleski, second Steward to approve the minutes as printed. M.C.

PUBLIC COMMENT: Representatives from ND Paper announced a \$189 million expansion at the Biron mill. Improvements include conversion of the B25 paper machine to containerboard products; construction of a two line greenfield recycled pulp facility; construction of a water treatment and fiber recovery plant, a package boiler to provide energy, storage facilities for raw materials and a finished goods warehouse.

Rick Bakovka, Regional Economic Development Initiative, spoke about growth in central Wisconsin and the impact Sand Valley (Town of Rome) has on the surrounding municipalities. Annual support to become a REGI member is \$2,500. **Motion** Evenson, second Siegler to join for one year. M.C.

FINANCE & BUDGET COMMITTEE: Tammy Steward reporting. Bills, non-lapsing accounts and journal entries were in order for the Wastewater Department, Water Utility and Village. **Motion** Steward, second Muleski to approve the bills for the Village and Wastewater Department. M.C. Treasurer Witt requested to change the procedure from a tax bond exemption by ordinance to having a tax bond. Annual premium cost is approximately \$300 dependent upon the amount of taxes collected. **Motion** Muleski, second Honkomp to change the procedure to a tax bond effective with this year's tax collection. M.C. An audit of the fire department checking account will cost \$1,500. **Motion** Honkomp, second Carlson for the Village to pay for the audit this year but the fire department will have to budget for the annual audit forward. M.C. Discussion was held regarding a representation agreement with La Chapelle, Kryshak, & Nettesheim LLP to provide Village legal services. **Motion** Siegler, second Honkomp to accept and sign the representation agreement. M.C. **Motion** Evenson, second Muleski to accept the Finance and Budget Committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for September 2018 were \$22,690.40. Expenses were \$140,684.04. General checking account bills were paid on check #~~2~~ 20837-20900 with 7 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of SEptemer bills paid from the general fund was included for the Board to review. Village Non-Lapsing Fund \$821,299.39. Utilities Checking: \$207,024.98. Money Market \$428,925.04. Utility bills were paid on check #~~2~~ 4089-4104. Non-Lapsing Fund \$14,412.48. A list of all checks paid for utilities was included for the Board to review. **Motion** Evenson, second Muleski to accept the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: No report.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Zoe Olsen was issued a provisional operator's license in September which is good for 60 days. **Motion** Muleski, second Honkomp to grant her an operator's license at this time. M.C. The Committee will be scheduling a meeting to continue with ordinance codification and begin discussion on

ATV/UTV and snowmobile trails. **Motion** Muleski, second Siegler to accept the the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. A traffic counter was set up on 31st Street North near the Kwik Trip parking lot which logged 436 cars per day. Signage will be put up for now (no semi parking, no thoroughfare, speed limit reduced). Resolution 13-06 which outlines utility installation assessments no longer covers the full cost of sewer/water installation and engineering fees. After discussion, no action taken at this time. ATV/UTV usage on Village roads was referred to the Legislative, Ordinance and Zoning Committee. Wastewater and Public Works 2019 budgets were submitted to the Finance Committee. **Motion** Steward, second Muleski to approve a three year lift station maintenance agreement with Flyte Corporation at a cost of \$1,596 for each of the first two years and \$1,356 for the third. M.C. **Motion** Muleski, second Evenson to accept the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. Holiday schedules for garbage and recycling pickup were approved and are posted in the recent newsletter and on the website. 2019 budgets for the Municipal Center, Park and Fire Department were submitted to the Finance Committee. **Motion** Muleski, second Steward to approve the Public Property, Safety & Recreation Committee Report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. The 2019 budget was submitted to Finance. Discussion held on potential new Village projects and how they might be paid for include Eagle Road \$48,041.25; insulate existing water pipes on Eagle Road \$69,000; utilities installed to ten lots on North Biron Drive \$160,000; a water loop in the old part of the Village \$332,000. There is a need to increase income by gaining more customers or a substantial water rate increase. Vruwink reported the aeration tank needs to be inspected and a cross connection survey for commercial and industrial is due this year. There was a water main break near the Biron boat landing on October 3. The pipes in that area are in very poor condition. **Motion** Muleski, second Steward 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 August and September meetings have not yet been provided by the City to the Village.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. A unanimous vote was taken by the firefighters at their last meeting to recommend to the Village Board that Dave Kerkman be appointed fire chief. **Motion** Muleski, second Honkomp to approve the appointment. M.C. Kerkman addressed the Board and spoke about his education, training, experience, and goals for the department. He also stated the chief will now be in charge of approving all purchases and fire call time sheets. The August community picnic income/expense report has not yet been submitted. Trustee Siegler asked Muleski if the bank records requested by the auditors in September had been provided to them yet. He stated they have not and that the credit union charges \$1.00 per page for the bank statements. **Motion** Siegler, second Evenson to approve the fire department report. M.C.

CLERK'S REPORT: The clerk reported on a municipal budget training sponsored by UW-Extension she attended and spoke about their GREAT (Graphing Revenues, Expenditures And Taxes) software available on the Local Government Center website, which is to be used to assist with developing local budgets. **Motion** Honkomp, second Steward to approve the clerk's report. M.C.

PRESIDENT'S UPDATE: Bridgewater development is progressing. A potential business is negotiating for a site in the business park. **Motion** Muleski, second Carlson to accept the President's report. M.C.

ADJOURN: **Motion** Honkomp, second Evenson to adjourn at 9:15 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President