

**VILLAGE OF BIRON REGULAR BOARD MEETING  
MINUTES – NOVEMBER 12, 2018**

The November 12, 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, June Siegler, Bob Walker. Also present: 10 guests

**MINUTES:** Minutes were reviewed from the October 8, 2018 Board meeting. **Motion** Muleski, second Carlson to approve the minutes as printed. M.C.

**PUBLIC COMMENT:** Citizens expressed concern about a rental property on Beaver Street that is littered with junk, vehicles, trailers, wood, and other articles. Numerous contacts have been made with the renter and property owner without success. The Clerk and Public Works Director will be drafting a letter citing ordinance violations and inviting them to the Ordinance Committee meeting scheduled for November 28.

**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. Total invoice for parking lot LED lights exceeded the original request to purchase. A \$750 rebate from Focus On Energy was received and will be applied to pay the invoice of \$7,800. **Motion** Muleski, second Steward to transfer \$7,050 from the Municipal Center Upgrade non-lapsing fund to the general fund. M.C. Walker provided an update on the fire department audit. There are some board members and employees who have not yet signed the Purchasing Policy agreement. Walker provided forms to them and they signed at this meeting. **Motion** Walker, second Evenson to keep the fire department savings account open but there will be no activity pending outcome of the audit and subsequent financial controls recommended by the auditors. M.C. The savings account is now in the names of Chief Kerkman and the Village Clerk. **Motion** Muleski, second Honkomp to approve the bills for the Village and Wastewater Department, Water Utility and to approve the committee report. M.C.

**TREASURER'S REPORT:** Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for October 2018 were \$56,319.50. Expenses were \$103,999.68. General checking account bills were paid on check #~~20901-21006~~ with 8 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of October bills paid from the general fund was included for the Board to review. Village Non-Lapsing Fund \$821,404.02. Utilities Checking: \$197,598.48. Money Market \$429,979.80. Utility bills were paid on check #~~4105-4122~~. Non-Lapsing Fund \$14,414.31. A list of all checks paid for utilities was included for the Board to review. **Motion** Evenson, second Muleski to approve the Treasurer's report. M.C.

**PERSONNEL COMMITTEE REPORT:** Chairperson Mark Honkomp reporting. The Committee conducted performance reviews of non-represented employees. All reviews went well and there is good communication by employees. Wages and insurance benefits will be discussed at the committee's November 13<sup>th</sup> meeting and those figures added to the 2019 budget at the budget meeting on November 14<sup>th</sup>. **Motion** Muleski, second Siegler to approve the committee report. M.C.

**LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT:** Chairperson Dan Muleski reporting. The committee is tentatively scheduled to meet November 28. **Motion** Honkomp, second Walker to approve the the Legislative, Ordinance & Zoning Committee report. M.C.

**PUBLIC WORKS COMMITTEE REPORT:** Chairperson Tammy Steward reporting. Vruwink reported the controller for the salt spreader was replaced at a cost of \$932.00. Increased traffic on Wolosek

Avenue to 31<sup>st</sup> Street North to Kwik Trip is still not resolved. Discussion held regarding eliminating the cul de sac or the intersection at Wolosek and 31<sup>st</sup> Street North, or installing traffic lights at 32<sup>nd</sup> Street North and STH 54. **Motion** Muleski, second Walker to approve the Public Works Committee report. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT:** Chairperson June Siegler reporting. Vruwink reported he was contacted by Landmark Dividend to purchase the Village's cell tower lease. The Board is not interested. **Motion** Honkomp, second Muleski to approve the Public Property, Safety & Recreation Committee Report. M.C.

**CRANBERRY HARVEST BREAKFAST REPORT:** Chairperson Tammy Steward reported attendance was similar to last year with a small profit earned. Thank you to all residents and Village employees who volunteered their time!

**WATER UTILITY COMMITTEE REPORT:** Chairperson Sue Carlson reporting. Vruwink reported on a water main break on South Biron Drive that happened October 16<sup>th</sup>. Discussion was held regarding holding a joint Water Utility and Public Works Committee meeting in early 2019 to discuss major water and road construction projects. Vruwink stated he is working with Fahrner Asphalt on street improvements for 2019. A simplified water rate increase request will be submitted to the Public Service Commission in Spring 2019. **Motion** Honkomp, second Muleski to approve 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, September and October meetings were reviewed. **Motion** Evenson, second Walker to approve the Wastewater Commission report. M.C.

**BIRON VOLUNTEER FIRE DEPARTMENT REPORT:** Chief Kerkman was unable to attend. He submitted a written monthly summary of training and emergency calls for October and a department budget status by line item. A community picnic report was reviewed. A profit of approximately \$3,800 was made. **Motion** Honkomp, second Carlson to approve the fire department report. M.C.

**CLERK'S REPORT:** Arndt reported the Village had a record voter turnout for a Fall non-Presidential election. Nomination papers for Village President, Treasurer and Trustee positions will be available December 1, 2018 and are due to the Clerk no later than or postmarked January 2, 2019. Dick Bartosh, Safety Coordinator for Mid-State Technical College, requested renewal of the Memo of Understanding with the Village wherein the Municipal Center will provide space to MSTC as temporary emergency quarters upon occurrence of a catastrophic event. **Motion** Evenson, second Walker to approve renewal. M.C. **Motion** Steward, second Siegler to approve the clerk's report. M.C.

**PRESIDENT'S UPDATE:** Certified Survey Maps (CSM) were drafted which will allow CWPCo shoreline lands to be rezoned and subdivided to accommodate Village ordinances. **Motion** Muleski, second Walker to approve CSMs BLG-1, BLG-2, BLG-3, BLG-4, BLG-5, BLG-6 and 52718A as submitted by Badger Land Survey on behalf of CWPCo. M.C. The CSM's will be signed by the Village President and Clerk and filed with the Wood County Register of Deeds office.

A resident asked about a timeline and costs of sewer, water, and other improvements to properties on Huffman Road and South Biron Drive. The Village will provide a mailing to those residents and invite them to an informational meeting in early 2019 for a status update.

Bridgewater development is progressing. Utility installation is complete from Huffman Road to the cranberry ditch. Boring continues on CTH U. Kubisiak Land Management Plan has been approved by the DNR. Bids for streets within the subdivision and recreational improvements will be going out very soon and hopefully work will begin in Spring 2019.

A Bridgewater ad hoc committee will be established with members appointed by President Evenson. Members will be a representative from Classic Development, a representative from Biron Licensee Group, two Village Trustees, the Village Clerk, and Village Public Works Director.

An area business looking to expand will be constructing a 12,000 square foot building in the business park in the Spring. **Motion** Honkomp, second Muleski to accept the President's report. M.C.

**ADJOURN:** **Motion** Carlson, second Walker 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