

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – NOVEMBER 13, 2017**

The November 13, 2017 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, Bob Walker, Tammy Steward, June Siegler, Mark Honkomp, Sue Carlson, Dan Muleski. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, Attorney Ken Hill, John Martin, Head Start, and 5 citizens

MINUTES: Minutes were reviewed from the October 9, 2017 Regular Board Meeting. **Motion** Walker, second Carlson to approve the minutes as printed. M.C. with Muleski abstaining as he was excused from the October 9th meeting.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. Bills, non-lapsing accounts and journal entries were in order for Utilities and Village accounts. Work continues toward revising the developer agreement and financial projections for the Bridgewater project. Village Treasurer Pam Witt requested the board adopt a policy regarding small over/under payments of property taxes. **Motion** Walker, second Steward to approve a policy where tax overpayments in amounts less than \$5.00 will not be refunded unless the payee specifically requests a refund. M.C. Adding 2017 budgeted funds to non-lapsing accounts has not yet been completed. **Motion** Walker, second Muleski to authorize the Clerk to transfer \$155,373.00 from the general fund to non-lapsing funds. M.C. The draft 2018 budget was briefly reviewed with suggested revisions to General Government and Public Works line items. Both committees will meet to determine where funds could be added. The 2018 budget will be presented, discussed and approved at the public hearing on November 27 at 6:30 p.m. The 2018 contract with South Wood County Humane Society was approved. **Motion** Muleski, second Evenson to approve the Finance and Budget Committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for October were \$83,993.64. Expenses were \$93,559.15. General checking account bills were paid on check #~~q~~ 10276-20220 with 4 auto pays to IRS and Deferred Comp for payroll deductions. A list of October bills was included for the Board to review. Village Non-Lapsing Fund: \$689,727.62. **Utilities Checking:** \$226,179.04. Money Market \$466,660.13. Utilities bills were paid on check #~~q~~ 3945-3961. Non-Lapsing Fund \$14,392.71. A list of all checks paid for utilities was included for the Board to review. **Motion** Honkomp, second Siegler to accept the Treasurer~~q~~ report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson June Siegler reporting. A proposal from Central States Fund for health insurance with a modest increase of \$3,640.00 was reviewed. **Motion** Muleski, second Walker to accept the health insurance proposal and to continue to pay full premiums for Village employees. M.C. **Motion** Muleski, second Walker to grant an across the board wage increase of 1.84% to Office and Public Works employees effective January 1, 2018. M.C. The Committee also awarded the Clerk two weeks vacation effective January 1, 2018. M.C. **Motion** Honkomp, second Walker to approve the Personnel Committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Attorney Ken Hill, representing Wood County Head Start, presented an Application for Vacation of a Portion of Beaver Street. He will be filing the application with Wood County Circuit Court upon agreement. **Motion** Walker, second Muleski to approve the joining of Wood County Head Start, Inc. in an Application for Vacation of a Portion of Beaver Street. The Application requests that the Wood County Circuit Court grant an Order allowing the vacation of a portion of Beaver Street, as described in Exhibit B of the Application. M.C. Muleski reported on a Plan Commission meeting held October 6. **Motion** Carlson, second Siegler to approve the Legislative, Ordinance & Zoning Committee report. M.C.

CRANBERRY PANCAKE BREAKFAST: Tammy Steward reporting. Attendance was down slightly from prior years. The breakfast will be held one week later in 2018. The committee extends a heartfelt thank you to all those who volunteered and/or donated desserts and other food items.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. The bottom sections of four overhead doors at the Village garage are rotting. **Motion** Steward, second Evenson to purchase four replacement sections for the doors at a cost of \$3,145 and to transfer that amount from the Garage Maintenance non-lapsing fund to the General Fund. M.C. The crew will be installing the doors. The quote of \$4,500 received for a plow for the Ford F250 was incorrect. The new quote is \$5,040. **Motion** Walker, second Muleski to accept the quote of \$5,040 and to transfer the funds from Public Works Truck/Equipment non-lapsing fund to the General Fund. M.C. Vruwink reported the Dodge pickup was scrapped for \$180 and has been deposited in the General Fund. **Motion** Walker, second Muleski to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Sue Carlson reporting. Vruwink reported the park restrooms have been winterized and are closed. Excavation for the new communications tower started the end of October. Leaf springs on both sides of axle on the International plow truck were replaced at a cost of \$1,408. **Motion** Muleski, second Honkomp to approve the Public Property, Safety and Recreation Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Mark Honkomp reporting. The committee will be meeting to discuss costs associated with a water main upgrade from the kidney island intersection to the upper part of the Village. **Motion** Evenson, second Walker 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 November meeting were not received at the time of this meeting.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. The annual meeting is November 20. All hoses are being tested. Ken Curry has announced his retirement from the Fire Department. Muleski complimented the Village crew for their efforts and dedication to work on the trucks. **Motion** Honkomp, second Walker to approve the Volunteer Fire Department report. M.C.

CLERK'S REPORT: Arndt reported on a State Debt Collection case. Payments stopped in August because the debtor has other obligations that take precedence in the payment

hierarchy (Department of Revenue is paid first, WI state agencies second, WI local agencies third). Arndt reviewed municipal candidate paperwork. Three Village Trustee positions will be elected in April 2018. Completed paperwork is due to the Clerk no later than 5:00 p.m. on January 2, 2018. M.C. **Motion** Muleski, second Honkomp to approve the Clerk's Report. M.C.

PRESIDENT'S UPDATE: Evenson reported the 2017 budget took a three to four million dollar loss due to manufacturing devaluation. Biron has been holding steady with their assessed value. **Motion** Muleski, second Steward to approve the President's report. M.C.

ADJOURN: **Motion** Walker, second Honkomp to adjourn at 7:45 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President