

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

The November 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, Dan Muleski, Patty Gapen. Mike Guillemot excused. Also present: Samantha Daugherty, Peggy Doughty, Kayla Lumaye, 5 guests

MINUTES: Motion Honkomp, second Muleski to approve minutes of the October 9, 2023 Regular Board Meeting as printed. Motion carried. Motion Honkomp, second Biegel to approve minutes of the November 8, 2023 Special Board Meeting with two revisions; add from Wood County Highway following the total of \$84,995 and change a revised bid to the original bid from American Asphalt. 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. The Committee recommends contracting with Kerber Rose for audit services and Tech Pros for IT services. Lumaye reported there needs to be a vote to approve the creation of the generator non-lapsing line-item. Motion Muleski, second Steward 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. Motion Steward, second Biegel to contract Tech Pros for IT services for 2024 at the price of 220.10 per month. Motion carried. Motion Steward, second Biegel to contract Kerber Rose for auditing services for 2023, 2024 and 2025. Motion carried. Motion Muleski, second Gapen to approve the creation of generator non-lapsing line-item. Motion carried. Motion Muleski, second Gapen to approve the Finance Committee report. Motion carried.

TREASURER'S REPORT: Treasurer Samantha Daugherty reporting. Totals reported to the Finance Committee: Receipts for October: Receipts: \$225,516.33 and Expenses: \$125,337.26. General checking account bills were paid on check #'s 25148-25218 with nine autopays to IRS, Deferred Comp and WRS for payroll deductions. A list of October bills paid from the General Fund was included for review. Village Non-Lapsing Fund: \$1,138,836.03. Utilities Checking: \$441,334.88. Water Money Market: \$344,898.58. Utility bills were paid on check #'s 5002-5021. Wastewater Non-Lapsing Fund: \$34,249.21. A list of all checks paid for Utilities was included for review. Motion Honkomp, second Gapen to approve the Treasurer's report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief David Kerkman reporting. There were two medical and four fire calls in October. The department performed situational pump operation training in the industrial park. The department finalized the 2024 operational budget. The department participated in the 2023 silent night ceremony and parade. The Association held their third annual fundraiser dinner and gun raffle. The department handed out candy for Halloween at the fire station. Motion Muleski, second Evenson to approve the Volunteer Fire Department report. Motion carried.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. The committee approved a 6.26% wage increase to all full time Village employees, plus a 0.24% merit increase, to equal 6.5% wage increase effective January 1, 2024. The committee approved the increase of the employee share premium co-pay from 4.5% to 4.75% and decrease the employee share premium co-pay from 95.5% to 95.25%. The committee approved the 2024 holiday schedule. The committee approved changing the sick leave from being used in 1 hour to one-half hour increments.

Motion Evenson, second Muleski to approve the wage increase. Motion carried. Motion Honkomp, second Steward to approve the increase in employee share for health insurance. Motion carried. A vote was taken on the sick leave change. Roll Call: Steward, yes; Biegel, yes; Gapen, yes; Muleski, no; Honkomp, no; Evenson, no. Motion failed. Honkomp asks that this agenda item be added to the December 11 board meeting. Motion Evenson, second Biegel to approve the Personnel Committee report. Motion carried.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. The Committee met with Attorney Abts and worked on updating ordinance 7.11 to include ATVS and UTVS. Under section 7.11.8(c) routes designated: 8th Street needs to be corrected to 80th Street and Anchor Bay Drive needs to be corrected to North Biron Drive. The board concluded that the Village crew will work with the local ATV club to erect the signs needed to mark the routes. Staff will be in charge of tracking the progress of the installation. Once all signs are erected, the ordinance will go in to effect.

Lumaye reported that there are two changes that need to be made to ordinance 13.15 Private Well Abandonment. One is "inspection by a state licensed well driller or pump instaler, at the applicant's expense. This inspeciton is required every 10 years." The second is "A completed and signed copy of the NR 812 Compliance Report (WDNR Form #3300-305) on file with the utility." Evenson suggested the title of the ordinance be changed to Private Well Abandonment and Inspection.

Motion Evenson, second Muleski to approve the corrections made to the ATV/UTV ordinance. Motion carried. Motion Honkomp, second Gapen to approve the changes to the Private Well ordinance. Motion carried, with Muleski abstaining. Motion Muleski, second Honkomp to approve the appointment of successor agent for dollar general;. Motion carried. Motion Honkomp, second Evenson to approve the Legislative, Ordinance and Zoning Committee report. Motion carried.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. There will be a CTH U public involvement meeting held at the Biron Municipal Center on December 5th from 5:00 PM to 7:00 PM. Lumaye discussed the invoice of \$12,402 from Xylem for the work performed on the pump at the 31st lift station. The original quote from Xylem was \$13,660. Once onsite Xylem realized we did not need one of the parts listed in the original quote, that is why the invoice was less expensive than what was originally quoted. Lumaye reported the mill contacting her to perform street sweeping inside the mill property again. Motion Biegel, second Muleski to approve the Public Works Committee report. Motion carried.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Mike Guillemot absent. Lumaye asked the committee for a status update on the municipal center doors. Muleski stated he was in contact with Mark Lee and was told the doors were on backorder until November. Lumaye asked that Muleski contact Mark Lee again and get an update. Lumaye also asked for verification that the new entry doors will be handicap accessible. Motion Evenson, second Gapen to approve the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: Chairperson Jamie Biegel reporting. Lumaye reported Municipal Well and Pump started the inspection on well 3 on Wednesday November 8th. Lumaye reported the motor is being rebuilt at motor and controls, the pipes will all need to be replaced, and the status of the pump is unknown. Lumaye reported the well will be down for at least another month. The next step in the process is getting plan approval from the DNR to clean and chemical shock the well. Lumaye reported the final deficiency from the sanitary survey was marked compliant as of October 19th. Lumaye reported the mill used 10,000 gallons of water during their shutdown and they will be billed for a bulk sale of \$420. Motion Biegel, second Muleski 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 minutes of the October 11 Commission minutes, and the Wastewater Commission report. Motion carried.

NEW BUSINESS: None

CLERK'S REPORT: None

PRESIDENT'S REPORT: Evenson reported that he would like to recognize Lumaye for the work she did putting the LRIP application together. The following projects were applied for: South Biron Drive, Buffalo Street and Deer Street. Evenson reported there will be a LRIP meeting on Thursday November 16 to vote on what projects will be funded. Evenson reported he now sits on a county wide housing committee. The purpose of the committee is to discuss the lack of low income housing available. Motion Honkomp, second Gapen to accept the President's report. Motion carried.

ADJOURN: Motion Honkomp, second Gapen to adjourn at 7:45 p.m. Motion carried.

Minutes taken by:
Kayla LuMaye
Public Works Director

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President