

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – November 8, 2021**

The November 8, 2021 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, Sue Carlson, Patty Gapen, Mark Honkomp, Mike Guillemot, and Dan Muleski. Also present: 12 guests

MINUTES: Motion Muleski, second Honkomp to approve minutes of the October 11, 2021 Regular Board Meeting as printed. Motion carried.

PUBLIC COMMENT: None

PLANNING STUDY - CTH U EXTENSION; S. BIRON DRIVE TO HUFFMAN ROAD:

The planning study for the reconstruction of the extension of CTH U from S. Biron Drive to Huffman Road in the Village of Biron was discussed.

Roland Hawk briefly discussed the history of improvements on CTH U and the need for extending the reconstruction of CTH U to Huffman Road. He also discussed the County's recent request to secure STP funding for the project from S. Biron Drive to Fox Street. The section from Fox Street to Huffman Road would likely be at least partially constructed by County staff and the funding source has yet to be determined. The intent of conducting a Jurisdictional transfer from the County to the Village of Biron and possibly to the Town of Grand Rapids after the new roadway was reconstructed was also discussed. The County would retain some maintenance activities within the roadway in order to satisfy the FERC/CWPCo requirements. Construction anticipated as early as 2024, or possibly 2025.

Dave Gale from Westwood noted the road is classified as a minor arterial, has about 1,400 vehicles per day, and the overall length is about 2.2 miles.

Dave then discussed the need for the project, including deteriorating pavement conditions, narrow existing lane and shoulders, maintenance issues particularly in winter, and a lack of bike and pedestrian facilities. Wood County has contracted with Westwood Infrastructure to conduct a planning study to identify critical issues and review potential improvements. Several meetings between County, Village, cranberry growers, ND Paper, and CWPCo have taken place, and 2 alternatives, along with their typical sections were discussed in more detail.

Alternative 1 retains the through roadway along the entire route, as well as including bike and pedestrian accommodations. It consists of both rural sections with paved shoulders and urban sections with a separate trail.

Alternative 2 eliminates the through roadway from Elk Street to just west of the Jinsky farm, with only a bike and pedestrian trail extending between Elk Street and just west of the Jinsky farm. This alternative provides bike and pedestrian accommodations along the entire route, but no roadway along most of the causeway. Both rural typical sections with paved shoulders and urban sections with a separate trail will make up the roadway areas.

Since the roadway functions more like a local street than a through county highway, the County is interested in reconstructing this roadway and conducting some form of a jurisdictional transfer.

If the through roadway concept is preferred, the current second access route to the mill will be eliminated. Ultimately the Village will need to adopt approval for some short-term secondary access route in to the mill in case of an emergency on Eagle Drive from WIS 54 to S. Biron Drive.

Other items of discussion included:

- The trail use would be for bikes and pedestrians, not for UTV's, ATV's, golf cart type (i.e. motorized vehicles).
- We would include a gated access of some type for emergency vehicle usage in Alt 2 between Fox Street and the Jinsky farm, particularly since the Fire Dept. uses the river in several locations for drafting water.
- Would rumble strips be used to separate traffic from paved shoulders?
- The Village would like to provide a looped water line to increase pipeline pressures.
- Fire/rescue times to the Bridgewater area are typically along WIS 54, as times are typically shorter on that route, but it is not always used.
- Is there a possibility that the trail could be placed directly adjacent to the roadway and eliminate the widened paved shoulder on one side? Westwood had some concerns with this concept but would look into it.

Westwood will prepare a brochure that would briefly identify the two alignment alternatives, and forward to Village and County staff for information and use when coordinating with the public. The Village will also need to provide a recommendation on the desired alternative. A public informational meeting may be needed to assist in that determination.

FINANCE & BUDGET COMMITTEE: Chairperson Patty Gapen reporting. All bills, non-lapsing accounts, and journal entries for the Village and utility departments are in order. Motion Muleski, second Honkomp to approve all bills and journal entries for October. Motion carried. Evenson reviewed the draft 2022 budget. The tax levy is just under 2%. The Village will meet expenditure restraint guidelines which will enhance the shared revenue payment. Motion Muleski, second Guillemot to approve the proposed budget. Motion carried. Motion Honkomp, second Muleski to approve the Finance Committee report. Motion carried.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee: Receipts for October: \$129,412.23. Expenses: \$123,367.59. General checking account bills were paid on check #'s 23545-23599 with eight 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 \$855,638.53. Utilities Checking: \$252,919.56. Money Market \$24,508.91. Utility bills were paid on check #'s 4639-4651. Non-Lapsing Fund: \$294,091.04. A list of all checks paid for Utilities was included for review. Motion Honkomp, second Evenson to approve the Treasurer's report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dave Kerkman reporting. Ten emergency responses were made in October. Active roster is at sixteen. Training was on fire engine drafting operations with the new truck. The department participated in several area events. The fundraiser held October 25 was a success. Motion Muleski, second Guillemot to approve the Fire Department report. Motion carried.

PERSONNEL COMMITTEE REPORT: Chair Mark Honkomp reporting. The committee recommends a 2.30% hourly wage increase with a .70% merit increase to total a 3% hourly wage increase for full time employees effective January 1, 2022. No changes made to employee health insurance contributions. Election Inspectors will be paid \$11 per hour and Chief Election Inspectors \$12 per hour effective January 1, 2022. Motion Muleski, second Evenson to approve the recommended wage increases January 1, 2022. Motion carried. Security employees are paid a set hourly wage to open and close the municipal center for rentals. The committee recommends paying security employees a flat rate of \$50 for events ending before 10:00 p.m. and \$65 for events ending at 10:00 p.m. or later, instead of the current one hour pay to open/close. For a security person coming in just to close the municipal center, they will be paid a flat rate of \$25. The Public Property Committee Chairperson will meet with the Utility Clerk to develop a minimum rental rate and time policy. The flat fee "event rate" will be effective December 1, 2021. Motion Evenson, second Muleski to approve the Personnel Committee report. Motion carried.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Motion Muleski, second Honkomp to approve Certified Survey Map Drawing No. 8982-GY-1-A for Timothy and Heather McKellips, which is dividing Parcel 2400011 to two lots which will make the parcel in compliance with Village Ordinance. Motion carried. Motion Muleski, second Honkomp to approve Certified Survey Map Drawing No. 8982-GW-1-A for Classic Development and Certified Survey Map Drawing No. 8982-GX-1-A for Erbes Construction. Motion carried. Muleski provided an update of ordinance violations. Motion Honkomp, second Evenson to approve the Legislative, Ordinance and Zoning Committee report. Motion carried.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Zach reported this is the last week of leaf collection. The new Village compost site located near the Village Garage is being steadily used. The crew has put plows on the trucks in preparation for snow removal. Motion Honkomp, second Evenson to approve the Public Works Committee report. Motion carried.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Mike Guillemot reporting. Due to a 20% percent price increase in 2022, twenty-four additional slips were purchased in October for 2022 season installation. Guillemot drafted a slow no wake application letter which will be submitted to the DNR for approval. The Committee chose a bench from Belson Outdoors that is consistent with existing benches in the Village that is engravable for memorials. The customer would choose their custom message and provide to the Village for ordering. Village crew members would pour the cement slab, assemble, and install the bench. Total fee charged will include all bench costs, concrete slab, labor and administrative costs. Motion Muleski, second Steward to approve the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. Sue thanked Committee member Patty for working with Lori on the office part of the budget and Committee member Mark for working with Zach on the water plant areas of budget and getting that information to her. Motion Carlson, second Evenson to approve transfer of debt liability of the water revenue bond to the Village general budget in the amount of \$93,800 payable in 2022. Motion carried. A simple water rate case will be submitted to the PSC for 2022. Motion Muleski, second Evenson to accept the Water Utility Committee report. Motion carried.

WASTE WATER 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.* Motion Guillemot, second Evenson to go into closed session pursuant to Wisconsin Statute 19.85(1)(g) to confer with legal counsel concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Roll call

vote: Evenson, yes; Carlson, yes; Gapen, yes; Guillemot, yes; Honkomp, yes; Muleski, yes; Steward, yes.

Motion Honkomp, second Muleski to reconvene in open session at 8:45 p.m. Roll call vote: Evenson, yes; Carlson, yes; Guillemot, yes; Honkomp, yes; Muleski, yes; Steward, yes. M.C.

Motion Evenson, second Guillemot to proceed as discussed in closed session. Motion carried. Motion Honkomp, second Evenson to approve Wastewater Treatment Commission report. Motion carried.

NEW BUSINESS: None

CLERK'S REPORT: Arndt reported all utilities special assessments are paid in full or are on an installment plan payable with their property tax bill. One individual submitted a deferral request for utilities special assessments. The Clerk and Treasurer reviewed required submitted documents and standards have been met, and both recommend the Board approve the request. Motion Evenson, second Guillemot to approve the hardship request for a period of two years, at which time the requestor will need to reapply. Motion carried. The League of Wisconsin Municipalities will be granting special 2021 parks/recreation grants. Amount is calculated on the pro rata portion of the SWMMI total earned direct premium for a twelve month period as of 6/30/2021. Biron's grant award is \$675 and must be spent on areas considered to be parks and recreation. Arndt reported on 2021 Wisconsin Act 33 which requires any incumbent office holder not seeking re-election in April 2022 to file a Declaration of Non-Candidacy with the clerk no later than 12/24/2021. Public notice must be posted on the municipality's website. Governor Evers proclaimed November 1, 2021 as Election Hero Day, "recognizing all those who work tirelessly to protect the integrity of our electoral system and provide safe, secure, and accessible voting experiences for folks across our state and country." Motion Evenson, Muleski to approve the Clerk's report. Motion carried.

PRESIDENT'S REPORT: Evenson presented a Trustee Compensation Policy effective April 2022 where newly elected trustees will receive a monthly salary of \$75. Effective April 2023 newly elected and existing trustees will receive a monthly salary of \$100. Meeting Pay for Public Hearings and Consecutive Meetings is defined as: Public hearings that occur within the proceedings of a scheduled Committee or Board of Trustee meeting, or immediately prior to a Committee or Board of Trustee meeting, will not result in separate meeting compensation unless (1) the hearing exceeds 30 minutes in duration, or (2) when the combined hearing and following meeting exceed 1 hour in overall time, from the start of the first hearing/meeting, to the end of the following meeting. If either condition of 1 or 2 above occurs, meeting compensation for two (2) meetings will be paid. The president and treasurer are not included in this new policy. Motion Muleski, second Honkomp to approve the Trustee Compensation Policy effective April 2022. Motion carried.

The South Wood County Humane Society president contacted the clerk about the possibility of connecting to Biron utilities as their septic system has failed. They are not located within Village limits. Attorney Abts will contact the director to discuss options available to them.

Motion Honkomp, second Muleski to go into closed session pursuant to Wisconsin Statute 19.85 (1)(e), for "deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business". Roll call vote: Evenson, yes; Carlson, yes; Gapen, yes; Guillemot, yes; Honkomp, yes; Muleski, yes; Steward, yes.

Motion Honkomp, second Muleski to reconvene in open session at 9:10 p.m. Roll call vote: Evenson, yes; Carlson, yes; Gapen, yes; Guillemot, yes; Honkomp, yes; Muleski, yes; Steward, yes. M.C.

Motion Muleski, second Guillemot to proceed as discussed in closed session. Motion carried.

ADJOURN: Motion Honkomp, second Guillemot to adjourn at 9:13 p.m. Motion carried.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President