

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – DECEMBER 10, 2018**

The December 10, 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: 5 guests

MINUTES: Minutes were reviewed from the November 12, 2018 Board meeting. **Motion** Muleski, second Honkomp to approve the minutes as printed. M.C. Minutes were reviewed from the November 14, 2018 Special Board meeting. **Motion** Walker, second Evenson to approve the minutes as printed. M.C. Minutes were reviewed from the December 5, 2018 Special Board Meeting. **Motion** Siegler, second Honkomp to approve the minutes as printed. M.C.

PUBLIC COMMENT: None

PLAN COMMISSION: The Plan Commission met today at 5:45 p.m. to consider: Consolidated Water Power Company and Biron Licensee Group LLC requested to rezone properties from Agricultural to R-2 Residential described as being in Government Lots 5, 7 & 8 Sec 25, T23N, R6E and Government Lot 5 Sec 26, T23N, R6E lying between North Biron Drive and the southerly shore of the Wisconsin River (2251, 2261, 2271, 2301, 2331, 2341, 2351, 2411, 2421, 2431, 2441, 2451, 2461, 2531, 2541, 2631, 2641, 2711, 2713, 2715, 2717, and 3561 North Biron Drive); Keith Helmrick and Dave Moodie request to rezone properties from R-1 Residential to R-2 Residential described as being in Government Lots 7 & 8, Sec 25 T23N R6E lying and being between the existing North Biron Drive and the new Village Street and relocated North Biron Drive (under construction); and Village of Biron-initiated rezoning from Agricultural to Residential for the following properties: 2240, 2260, 2270, 2300, 2330, 2551 and 2561 North Biron Drive; 931, 961, 991, and 1021 Huffman Road; 340 and 360 CTH U. The Commission recommends approval of all rezoning requests. **Motion** Evenson, second Honkomp to approve the recommendation of the Plan Commission. M.C.

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.

Walker provided an update on the fire department audit. The final report will be submitted by the auditors in a couple weeks. An individual no longer with the fire department requested to be paid for fire calls and meeting attendance. Muleski stated as Fire Chief he made the decision to withhold pay until the audit was complete. Walker spoke with a Sheriff's Department investigator about the incident. The Board needs to make a decision on the pay issue. The Village has incurred significant expenses investigating the theft that likely will not be recovered. **Motion** Evenson, second Steward that the Village issue a written response to this individual's request of compensation, denying the request and notify him a decision has not yet been made regarding future legal action. If the Village decides to pursue legal action he will be notified at that time. M.C.

Motion Walker, second Steward to approve 2018 budgeted money from the General Fund to the non-lapsing accounts. M.C.

Motion Walker, 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 November 2018 were \$48,660.99. Expenses were \$78,844.75. General

checking account bills were paid on check # 21007-21066 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of November bills paid from the general fund was included for the Board to review. Village Non-Lapsing Fund \$814,454.94. Utilities Checking: \$176,169.81. Money Market \$431,082.92. Utility bills were paid on check # 4123-4136. Non-Lapsing Fund \$14,416.09. A list of all checks paid for utilities was included for the Board to review. **Motion** Honkomp, second Muleski to approve the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. A notice was reviewed outlining the Board's decision to implement a co-pay of the health insurance premium effective January 1, 2019. **Motion** Honkomp, second Walker to include this notice with the first paycheck in January. M.C. A Personnel Records Management Policy was reviewed. **Motion** Honkomp, second Evenson to approve the policy effective December 10, 2018. M.C. **Motion** Muleski, second Walker to approve the committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Letters have been sent to those residents in violation of Ordinance 10 Junk, Firewood, Excessive Vehicles, etc. The Committee will continue working with our attorney to rewrite the Code. Once this project is complete there will be a public hearing to adopt. Tom Haferman submitted a written request to raze current buildings on his property with assurance from the Village the current buildable area will remain unchanged. **Motion** Muleski, second Steward to approve Haferman's request along with his Exhibit A (drawing of the lot and proposed new structure). M.C. **Motion** Walker, Evenson to approve the the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Level monitor repair lift station #6 located in the Business Park: primary is out; using secondary. Cost is \$2,232 for a new one installed from Xylem. **Motion** Muleski, second Walker to approve the expense. M.C.

1977 Payloader engine issues: the motor blew up. It could cost up to \$3,000 for a new motor and \$4,000 for pivot assembly. Vruwink is checking on the cost of a used Payloader.

Street sweeper hydraulic cylinder leak: Wausau Hydraulic can fix this. The Village crew will remove it and take it to Wausau. **Motion** Muleski, second Honkomp to approve up to \$700 for repairs. M.C.

Contingencies costs for water main relocation, installation and insulation on Eagle Road: looking at doing our own monitoring and legal work to lower the percentage from fifteen to four. Vruwink will talk to Lampert-Lee for more solid numbers. Sanitary sewer on Eagle Road: looking at replacing or lining sanitary when they install water. The system there is sixty years old. There is a root problem between manholes 7 and 8 which needs attention. This area could be lined. **Motion** Evenson, second Muleski to approve the Village accepting the responsibilities of doing the legal work and monitoring pertaining to the Village portion of the Eagle Road project. M.C.

The garbage truck bin is rotting and rusting. The crew feels they can make repairs at this time. The 1992 plow truck will not last much longer. The Village needs to develop a capital improvement plan outlining issues and timeframe for replacement.

Motion Muleski, second Walker to combine utilities installation west of Huffman Road with local roads and utilities in Bridgewater to bid as one large project. M.C.

Fahrner met with Vruwink to inspect local roads. They're pretty good at this time. South Biron Drive is a good candidate for chip sealing and if done, the road could last six to eight years. Wood County will provide a bid to grind and repave, which would result in the road lasting about fifteen years, but is considerably more expensive.

Vruwink reported he spoke with the Department of Transportation and if the Village wanted to put in a frontage road by Kwik Trip, they have no issues.

Motion Muleski, second Siegler to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. A request was made to the Clerk for two master keys for the fire department and their use of the office copier. The fire chief will be requested to bring this request to the Board at the January meeting. **Motion** Muleski, second Honkomp to approve the Public Property, Safety & Recreation Committee Report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. Vruwink reported the well aeration tank will be cleaned and inspected on December 11, 2018. **Motion** Walker, second Evenson 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 were not received from the City.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Kerkman submitted a written report, which is placed on file. **Motion** Walker, second Carlson to approve the fire department report. M.C.

CLERK'S REPORT: Arndt reminded candidates nomination papers are due in her office no later than 5:00 p.m. on January 2, 2019. After the budget was adopted the Village received notification of additional revenues totaling approximately \$17,000. Committee chairs are asked to submit any additional monetary requests to the Finance Committee prior to their January meeting and they will forward those requests to the Board for consideration. **Motion** Evenson, second Walker to approve the Clerk's report. M.C.

PRESIDENT'S UPDATE: The Joint Review Board met December 6, 2018 and were provided an update on all three TIDs by Evenson. Meeting minutes are on file in the Clerk's office.

Keith Helmrick, Classic Development, reported on the Bridgewater project. Topsoil has been stripped on the local streets. Most of CTH U is up to grade. A lot of progress has been made in a short time.

The utilities special assessment document from 2006 has been updated by Lampert-Lee and will be presented to the Board in January for approval. An informational meeting will be held in early 2019 for residents who will be provided sewer and water service.

Motion Evenson, second Walker to award a holiday bonus of \$100 for full time and \$50 bonus for part time Village employees. M.C. A separate check will be issued and paid by December 14.

Motion Honkomp, second Siegler to accept the President's report. M.C.

ADJOURN: **Motion** Walker, second Evenson to adjourn at 8:25 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President