

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

The February 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, Mark Honkomp, Bob Walker (via telephone), Tammy Steward, Dan Muleski and Sue Carlson. June Siegler is excused. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, Rick Bakovka, REGI

MINUTES: Minutes were reviewed from the January 9, 2017 Regular Board Meeting. **Motion** Muleski, second Steward to approve the minutes as printed. M.C.

PUBLIC COMMENT: Rick Bakovka, president of Regional Economic Growth Initiative (REGI) outlined his goals for REGI. Sand Valley Community Day is May 1 with May 2 the official opening day. There will be a community forum May 9 at the Nekoosa Community Center, %Strategic Planning for Municipalities+. Future forums will be on finance and real estate. He offered his assistance wherever needed.

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. All bills, non-lapsing accounts and journal entries were in order for the Wastewater Department, Water Utility and Village. **Motion** Muleski, second Walker to approve refunding tax overpayments of \$4.71 to Direct TV, LLC and \$4,663.00 to Kwik Trip. M.C.

Non-Lapsing Account transfers: **Motion** Honkomp, second Steward to transfer \$7,692.94 from Shore Acres Street Lights non-lapsing account to Waste Water cash account for purchase of a lift station pump. Following discussion Honkomp withdrew his motion. **Motion** Muleski, second Honkomp to approve the purchase of a lift station pump for \$5,800. M.C. **Motion** Carlson, second Walker to transfer \$6,586 from M.C. and HVAC Upgrade non-lapsing account to the Village general fund to reimburse payment of two furnaces and an air conditioner. M.C. **Motion** Muleski, second Carlson to transfer \$27,398 from Shore Acres Street Lights non-lapsing account to the Village general fund to reimburse payment of street lights and installation costs on Shore Acres Drive and South Biron Drive. M.C.

The Clerk reported Workhorse Software is able to make system changes to the accounting module to better segregate cash flow into the TID accounts. There will be no charge for this update.

As required by Wisconsin Statutes, Tax Incremental District No. 2 must to be audited for 2016. Schenck, S.C. submitted a letter of understanding to conduct the audit. No action was taken and President Evenson will be in contact with Schenck S.C. with his concerns.

Motion Muleski, second Evenson to approve the Finance and Budget Committee report.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for January 2017 were \$578,711.96. Expenses were \$565,357.38. General checking account bills were paid on check #~~ç~~ 19492-19638 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of all January bills was included for the Board to review. Village Non-Lapsing Fund \$756,734.70. **Water Utility:** Checking \$136,150.45. Money Market \$458,934.34. Water bills were paid on check #~~ç~~ 3861-3870. **Wastewater Department:** Checking \$60,218.79. Non-Lapsing Fund \$14,376.57. Wastewater bills were paid on check #~~ç~~ 2859-2862. A list of all checks paid for water & wastewater was included for the Board to review. **Motion** Muleski, second Evenson to accept the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: Committee report is deferred to the March 13 Board meeting when Chairperson Siegler is able to be present.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Representatives from American Site Acquisition, Inc. on behalf of U.S. Cellular will be meeting with Superintendent Vruwink on February 14 to conduct a ground study at the site a new communications tower will be constructed. Rent paid by U.S. Cellular for their equipment on the village's water tower is being paid to the Water Utility. Discussion was held on whether that rent should be paid to the Village general fund once the new tower is constructed. This was referred to the Finance Committee for action and recommendation.

A revised conditional use permit was reviewed and suggested revisions were made by the Board. Chair Muleski will meet with the Clerk to make the necessary revisions and the form will be posted on the Village website.

Motion Honkomp, second Carlson to approve the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. The City of Wisconsin Rapids will be developing a bike trail along First Street and would like to connect to the Village's existing trail on South Biron Drive. They proposed building a 300 foot boardwalk, 90 feet of which would be in the Village. Estimated cost for the Village is \$46,000. **Motion** Muleski, second Evenson to table this item pending receipt of additional information from the City. M.C. with Honkomp voting no.

A resident submitted another estimate for bathroom repairs due to a sewer backup issue during South Biron Drive construction. **Motion** Muleski, second Steward to make a final offer of \$1,000 with a guarantee from the resident this is the end of the issue. In addition, the resident is responsible to replace the check valve at their own expense and to cash, as soon as possible, an outstanding check paid them by the Village in October 2016. President Evenson agreed to contact the resident. M.C. with Walker voting no.

Vruwink reported Wood County is going to be redoing Eagle Road with curb and gutter on both sides of the road. Ditches will be filled in. A detour route will be 80th Street/CTH U.

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

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Sue Carlson reporting. Two residents have offered to purchase benches for Gateway Park, with the Village providing memorial plaques on each. **Motion** Carlson, second Muleski to approve up to \$1,500 to purchase a handicapped accessible picnic table, installation, cement, and other costs. Picnic table will be installed at Gateway Park. M.C. The Village crew is in the process of building benches for placement along the bike trail. **Motion** Muleski, second Honkomp to approve the Public Property, Safety and Recreation Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Mark Honkomp reporting. Superintendent Vruwink reported he was contacted by the City for a temporary water connection this Spring when reconstruction of First Street begins. The Village will meter water usage and bill the City. **Motion** Muleski, second Carlson to accept 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 January and February meetings were available for review. **Motion** Honkomp, second Carlson to approve the Wastewater Commission report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. Three fire calls were made last week. The department has been busy assisting with area polar plunges and kiddie car races. **Motion** Honkomp, second Evenson to approve the Volunteer Fire Department report. M.C.

CLERK'S REPORT: The Clerk reported monthly payments are being made on the claim she filed with the Wisconsin Department of Revenue State Debt Collection. Once the charges are paid to the State, those payments will be made to the Village. This is anticipated to begin in May 2017. Schenck, S.C. conducted a preliminary audit the week of January 30th. The Clerk reported on some revisions that will be made. A thank

you note from Groff and Lila Collett was read thanking the Village for the new street lights on Shore Acres Drive.

PRESIDENT'S UPDATE: President Evenson reported the developers' agreement for the Biron business park needs to be updated and recommendations brought to a special Board meeting. **Motion** Muleski, second Carlson to accept the President's report. M.C.

ADJOURN: **Motion** Steward, second Muleski to adjourn at 8:50 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President