

**VILLAGE OF BIRON REGULAR BOARD MEETING  
MINUTES – APRIL 8, 2019**

The April 8, 2019 Regular Village Board meeting was called to order at 6:40 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, June Siegler, Bob Walker, Mark Honkomp, Dan Muleski. Also present: 12 guests

**MINUTES:** Minutes were reviewed from the March 11, 2019 Board meeting. Motion Siegler, second Honkomp, to approve the minutes as printed. M.C.

**PUBLIC COMMENT:** Kathy Palm and Doug Andres of Saratoga EMS expressed their thanks for the Village's consideration of donating a Fargo single axle enclosed trailer for use in firefighter rehabilitation. The Public Works committee met March 27 and recommends the donation. Motion Walker, second Muleski to approve the donation of the trailer to Saratoga EMS. M.C.

**EHLERS PRESENTATION:** Phil Cosson reviewed the status of each TID. Revenue sharing is critical to Village finances to make the general fund whole. TID 2 revenue will first pay back existing debt. The excess will be paid toward TID 3 debt (revenue sharing). Annually the Village Board is to determine the amount of TID 2 revenue that will be shared with TID 3. Robb Sigler of Nekoosa Port Edwards State Bank was present and expressed his appreciation of the working relationship he has with the Village. New loan documents will be approved at the April 24 Board meeting. The Plan Commission met earlier today and recommended approval of *Resolution 19-03 TID 2 Project Amendment Plan in Order to Share Increment with TID 3*". Motion Muleski, second Walker to approve Resolution 19-03. M.C.

**FINANCE & BUDGET COMMITTEE:** Chairperson Bob Walker reporting. Bills, non-lapsing accounts and journal entries were in order for Wastewater, Water Utility and the Village accounts. Auditors notified us provisions of our water system revenue bond of 2013 require that we establish a bond reserve fund within the water utility in the amount of \$87,500. Motion Walker, second Evenson to transfer \$87,500 from the general fund to the utility money market account. M.C.

The committee reviewed a new policy to establish a process and procedure for receiving and depositing miscellaneous income of the Biron Fire Department. The policy addresses deficiencies noted in the recent fire department audit. Motion Muleski, second Walker to approve the policy. M.C. The committee reviewed a new policy to establish a process and procedure for approval of fundraising events and for the receipting, depositing and disbursement of funds from such events. Motion Walker, second Steward to approve the policy. M.C. Our auditors informed us that there was a problem with the language in the fund balance policy adopted by the board earlier this year. Walker contacted the auditors to determine what changes were needed. A revised draft was reviewed by the committee. Motion Walker, second Muleski, to approve the policy. M.C.

The Committee reviewed the first request to replenish the Fire Department petty cash fund. The fund is working as it should. The Committee requested the Clerk segregate Fire Department bills from others for monthly review. **Motion** Muleski, second Walker 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. Totals reported to the Finance Committee are: Receipts for March 2019: \$1,913.24. Expenses: \$239,873.49. General checking account bills were paid on check # 21315-21375 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of March bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$976,494.24. Utilities Checking: \$214,114.30. Money Market \$355,353.60.

Utility bills were paid on check # 4182-4193. Non-Lapsing Fund: \$14,426.77. A list of all checks paid for utilities was included for the Board to review. **Motion** Walker, second Siegler to approve the Treasurer's report. M.C.

**PERSONNEL COMMITTEE REPORT:** Chairperson Mark Honkomp reporting. Honkomp reported the crew completed bloodborne pathogens training. Vruwink stated since the crew will be working with sanitary sewers this year and have a concern with Hepatitis B vaccinations and how long they last. Motion Steward, second Walker to approve blood testing for the crew and pay all associated labwork expenses. M.C. Motion Walker, second Evenson to approve the committee report. M.C.

**LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT:** Chairperson Dan Muleski reporting. The committee will be scheduling a meeting to continue ordinance revisions and bring to the Board for approval. Village Zoning Administrator needs to be defined. **Motion** Honkomp, second Walker to approve the Legislative, Ordinance & Zoning Committee report. M.C.

**PUBLIC WORKS COMMITTEE REPORT:** Chairperson Tammy Steward reporting. The crew looked at a loader at Titan Machinery; a 2005 Case, \$52,800, 4,540 hours. Motion Muleski, second Honkomp to approve purchase of the loader not to exceed \$55,000 which would include delivery. Funds to be paid from Public Works Equipment non-lapsing account. M.C.

There are 2,560 feet of bad sewer mains, last inspected in 1986. Elk to Badger down alley 1,200 feet; Buffalo 570 feet; R & D area by the mill 400 feet; Shore Acres Drive 390 feet. The mains at issue are all three foot clay pipes rather than ten foot cement. Spot repair isn't going to work because of the rate of deterioration. Relining is \$20 to \$25 per foot. Vruwink will request bids.

An individual identifying himself as the grounds keeper of Wellington Home cut nine trees down on Village property. He also made deep ruts on Village property which he has since filled. He posted no trespassing signs on Village property because he hunts there and doesn't want anyone else to be able to. President Evenson stated he would meet with the administrator at Wellington to discuss this. **Motion** Walker, second Siegler to approve the Public Works Committee report. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT:** Chairperson June Siegler reporting. Bathrooms in the park will be open by the end of April. A committee meeting will be scheduled after April 24. **Motion** Honkomp, second Evenson to approve the Public Property, Safety & Recreation Committee Report. M.C.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Sue Carlson reporting. A generator at the water tower was installed in 1998 and never serviced. It was recently serviced and some parts were replaced. The crew does test it weekly. **Motion** Muleski, second Honkomp 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.* **Motion** Evenson, second Honkomp to accept minutes from the March 6<sup>th</sup> meeting and place on file. M.C.

**BIRON VOLUNTEER FIRE DEPARTMENT REPORT:** Chief Kerkman submitted a written summary outlining training and emergency calls made in March. A foam pump on Engine #2 is inoperable and not fixable. The engine could be used a couple more years but the Village should begin searching for a replacement. **Motion** Walker, second Honkomp to approve the Fire Department report. M.C.

**CLERK'S REPORT:** Arndt reported there was 38% voter turnout in the Village for the Spring election. Open Book is May 2 from 2:00 to 4:00 p.m. Board of Review is May 9 from 2:00 to 4:00 p.m. Our building inspector has retired from her regular job and offered to take over issuance of building permits. The Clerk will provide the permit and collect the fees based on the building inspector's

recommendation. An owner of the mobile home on Plover Road inquired about placing a model mobile home facing STH 54 that would be open for potential renters to go through. He also said they plan to bring in newer mobile homes throughout the park. This will be discussed further at an Ordinance Committee meeting. **Motion** Muleski, second Honkomp to approve the Clerk's Report. M.C.

**PRESIDENT'S UPDATE:** Evenson stated the Village laptop has been inoperable for a couple of years and he would like to purchase a new one not to exceed \$1,000.

Bridgewater Work Group report: the recreational improvements bid package will be brought to the April 24th board meeting for a recommendation to award the bid. The DNR did amend their abandonment order for CTH U.

Discussion held regarding possible purchase of the Lee property on North Biron Drive by the Village. No action taken. This will be an agenda item for the April 24<sup>th</sup> Board meeting.

Larry Koopmen of Lampert-Lee went through each certified survey map (CSM). Motion Walker, second Honkomp to approve all eight CSMs as follows: Classic Development CSM #1, #2, and #3; Biron Licensee Group CSM; North Biron Properties LLC CSM; CSM to discontinue existing CTH U/N Biron Drive, east; CSM to discontinue existing CTH U/N Biron Drive, west; CSM for jurisdictional transfer from Wood County to the Village of Biron; CSM deeding land from Classic Development to Wood County for the new CTH U; Jurisdictional transfer of Outlot 2 from Village of Biron to Wood County for part of the Huffman Road right of way which will become part of the new CTH U. Motion carried.

The annual Board organizational meeting will be April 24 at 6:00 p.m.

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

**ADJOURN:** Motion Walker, second Siegler to adjourn at 8:45 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Jon T. Evenson, President