

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – June 14, 2021**

The June 14, 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, Mike Guillemot, Mark Honkomp, and Dan Muleski. Also present: 3 guests

MINUTES: Motion Guillemot, second Honkomp to approve minutes of the May 10, 2021 Regular Board Meeting as printed. M.C.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Chairperson Patty Gapen reporting. The committee met June 2. All bills, non-lapsing accounts, and journal entries for the Village and Utility departments were in order. Chief Kerkman would like to sell the 1992 fire engine. Many are sold by auction or through a vendor. A vendor receives 10% of the sale price. If not sold through a vendor, Kerkman will use Wisconsin Surplus. There is a Village purchasing policy but no selling policy. Gapen provided a draft policy which will be added to the existing purchasing policy. It was suggested Village residents have first choice to purchase before posting an item for sale to the general public. The Committee will continue to work on the selling policy at their next meeting. Motion Muleski, second Honkomp to approve all bills and journal entries for May, to approve sale of the 1992 fire engine through a vendor, and to approve the committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for May: \$895,080.50. Expenses: \$869,116.17. General checking account bills were paid on check #'s 23217-23278 with 8 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of May bills paid from the General Fund was included for review. Village Non-Lapsing Fund \$892,775.71. Utilities Checking: \$201,527.53. Money Market \$24,493.41. Utility bills were paid on check #'s 4569-. Non-Lapsing Fund: \$283,207.46. A list of all checks paid for Utilities was included for review. Motion Muleski, second Guillemot to approve the Treasurer's report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Training held in May was on driver operator and hose testing. There were 8 medical and 4 fire calls in May. Active member roster is at 15. A pamphlet will be developed to recruit new members and an Explorer program will be started to recruit young members. Engines completed pump testing and successful DOT inspection. The new engine should be completed by late June and will be in service after members are trained. Two members completed fire inspection certification. The department would like to hold a fund raiser September 20, 2021 at Anchor Bay, which will be a Sportsman's Night. One hundred tickets will be sold. There will be basket raffle and paddle sales. The goal is to raise \$10,000. Kerkman provided a fundraising event application. Motion Evenson, second Muleski to approve the fire department fund raiser. M.C. Motion Muleski, second Homkomp to approve the Fire Department report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. On June 9 Honkomp, Evenson, and Village staff met with a candidate to clean and disinfect the municipal

center. Hours are flexible at this time and a regular routine will be established. Motion Muleski, second Guillemot to approve hiring Mary K. Ross, and to approve the committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Applications were reviewed for alcohol beverage, cigarette, and operators/bartender licenses. Applications have been made for Combination Class “A” Beer and Cider for Kwik Trip, Inc, Leon Kosiec, Jr, Agent; Combination “Class B” Liquor for Anchor Bay Bar and Grill, LLC, Tracy Wardour, Agent; Combination “Class B” Liquor for Somewhere Else, Robert and Kay Larsen, Agents; Combination “Class B” Liquor for Rooted In Red, LLC; and a cigarette license application for Kwik Trip Inc.

Operator’s license applications were received from Nanette Bornheimer, Gina Caldwell, Sherri Draxler, Patricia Gaetner, Leanne Haasl, Samantha Harvey, Christopher Keith, Jr., Trevor Miller, Viridiana Montoya, Jeremy Papineau, Steven Wiskerchen, and Grant Olds for Kwik Trip; Cara Anderson, Cassie Cordy, Sierra Frank, Emily Knapp, Heather Liebenstein, Dylan Lisitza, Heather McKellips, Tim McKellips, Megan Onesti, Lisa Onslow, Trisha Svoboda, Kathleen Tufte, Abigail Wadzinski, Elliott Wardour, Jason Wardour, Sophia Wardour, and Crystal Weight, for Anchor Bay Bar and Grill; Karen Mercer and Teresa Cattanach for Somewhere Else; Jamie Biegel and Sarah Biegel for Rooted In Red, LLC.

Discussion was held regarding issuing alcohol licenses to businesses who are delinquent with municipal taxes, assessments, or other fees. The Board’s consensus is to notify those owners of our willingness to deny future liquor/operator licenses if the delinquency is not resolved.

Motion Muleski, second Evenson to grant liquor licenses to Kwik Trip, Anchor Bay Bar & Grill, Somewhere Else, and Rooted In Red, contingent upon payment of any delinquent taxes, utilities, or unpaid alcohol beverage bills; grant a cigarette license to Kwik Trip, and grant operators licenses to the above named applicants all effective July 1, 2021 through June 30, 2022. M.C

Muleski has met with Josh Volz to discuss becoming a building inspector for the Village. His fee schedule needs to be finalized. Motion Evenson, second Honkomp to appoint Josh Volz building inspector for the Village of Biron, effective July 1, 2021. M.C.

Muleski has been working with the Clerk on several potential Ordinance violations.

Motion Evenson, second Honkomp to approve the Legislative, Ordinance and Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Discussion held on repair work to the railroad tracks on North Biron Drive that ND Paper is doing. Steward indicated we need to post closure notices prior to the work being done and signs are needed at Kahoun Road and Spring Street. A letter will be drafted to send residents to remind them of the sump pump infiltration policy.

American Rescue Plan Act funding for infrastructure projects was discussed. The committee feels the funds should be used to pay for the lift station repair work that is needed. The full Board must decide where ARPA funds will be allocated.

The committee discussed making changes to the existing purchasing/selling policy. Zach uses Esri for public works purchases made by credit card. He will check into the cost of adding another user to the system so the fire department could access it.

The 32nd street lift station repair work is finished, and the crew will be completing the process. Some road patching has recently been done. Alley aprons need repair and Zach would like to replace them with an asphalt apron entrance.

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

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Mike Guillemot reporting. The committee recommends reopening the municipal center hall rental to full capacity effective July 1, 2021. Products for cleaning and disinfecting the hall have been ordered.

Memorial items were discussed such as a small pavilion with brass plaques installed on the posts. Options are still being explored and the committee will report at the next Board meeting.

Some people using the boat landing are parking in the Anchor Bay parking lot and not in the designated lot for boats/trailers and vehicles. Anchor Bay has installed their own parking lot signs. A sentence will be added to the dock rental agreement for 2022 asking customers to notify their guests to park on the black top public parking lot area only.

The dock rental program was discussed. At least twice per week, the Village crew will be checking docks for damage and if found, will take photos, and a letter will be sent to the renter.

Motion Honkomp, second Muleski to approve the Public Property Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. Zach reported well #2 will be pulled next week so a new vent can be installed. The tower inspection showed a vent on the top does not conform to DNR standards and should be replaced in the next twelve months. Safety features need to be brought in compliance. Within the next five years the tower needs to be painted inside and out and reconditioned, with an approximate cost of \$500,000.00. A stirring device is recommended to be installed. A simple rate increase of three percent is approved by the Public Service Commission and is effective July 13, 2021.

Motion Honkomp, second Muleski to approve the Water Utility Committee report. M.C.

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 Muleski, second Honkomp to accept minutes of the April 7 and May 5, 2021 Commission meetings. M.C. Evenson provided an update on the status of the wastewater agreement negotiations with the City of Wisconsin Rapids. Motion Muleski, second Honkomp to approve Wastewater Treatment Commission report. M.C.

CLERK'S REPORT: Arndt reported she filed Form SL-330 on June 10 with the WI Department of Revenue to request American Rescue Plan Act funds. Payments will be made in two allocations; half by the end of June 2021 and the second half twelve months later. These relief funds may be used to (1) support public health expenditures; (2) address negative impacts caused by the public health emergency; (3) replace lost public sector revenue; (4) provide premium pay for essential workers; (5) invest in water, sewer, and broadband infrastructure. Municipalities have until 12/31/2024 to obligate these funds, and 12/31/2026 to complete projects. The Municipal Center and Village shop will be closed July 2 and July 5 for Independence Day holidays. Motion Honkomp, second Muleski to approve the Clerk's report. M.C.

PRESIDENT'S REPORT: Evenson reviewed the following Resolutions:

Resolution 21-06 A Resolution of the Village of Biron, Identifying Available Tax Increment From Biron Tax Incremental District #1, and Directing the Annual Payment of Available Tax Increment From Biron Tax Incremental District #1, To Biron Liabilities From Approved Projects Within Biron Tax Incremental District #1, Financed With Tax Incremental Financing. TID #1 generated \$34,158 revenue in 2020. Beginning in 2021 and annually during the active period of Biron TID #1, and following Biron's annual audit, and following the completion of Wisconsin Department of Revenue Form PE-300, and payment of all annual TID #1 administrative fees; the entire increment balance remaining of the surplus revenue specified on Form PE-300 TID Annual Report for Biron TID #1 will be used to satisfy tax increment financing liabilities from the construction of approved infrastructure and recreation projects in Biron TID #1, with that amount being subject to the approval of Biron's Board of Trustees.

Motion Muleski, second Steward to approve Resolution 21-06 as presented. M.C.

Resolution 21-07 A Resolution of The Village of Biron, Identifying the Amount of Surplus Tax Increment From Biron Tax Incremental District #2, To Be Applied Annually to Biron Liabilities and, or Deficits From Approved Projects Within Biron Tax Incremental District #3, Advanced By Biron's General Fund, or Financed With Tax Incremental Financing. TID #2 generated \$1,438,822 revenue in 2020. TID #3 has a deficit of \$1,752,122. Beginning in 2021 and annually during the active period of Biron's TID #2 surplus TID #2 Increment will be determined and, following the determination process, will be shared with Biron's TID #3, for the purpose of allocation to TID #3 deficits and liabilities. The determination of surplus increment from TID #2 will follow Biron's annual audit, follow the completion of Wisconsin Department of Revenue Form PE-300, and payment of all annual TID #2 administrative fees. The determination will also follow the payments of previously committed development incentives and payments on liabilities to be paid with TID #2 increment during that year. The determination will retain \$250,000.00 of increment to carry into the following year. The remaining surplus increment from Biron TID #2 will be determined as surplus increment to be shared with TID #3, subject to the approval of Biron's Board of Trustees. Upon that approval, the surplus TID #2 increment will be applied to Biron TID #3 deficits until resolved and to TID #3 liabilities from tax incremental financing until resolved or until such time Biron TID #2 is no longer active and terminated. Prior to any payment, these liabilities need a one-time review, which may be done by Village attorney Nicholas Abts.

Motion Muleski, second Honkomp to approve Resolution 21-07 as presented. M.C.

Resolution 21-08 Final Resolution Levying Special Assessments Made Under Wis. Stat. §66.0703 For Public Construction Projects Pursuant to Resolution No. 19-09. Each special assessment levied by this resolution against properties in the Village of Biron shall be liens against the relevant properties against which such assessment is levied on behalf of the Village of Biron in accordance with Section 66.0701 thru 66.0733, Wisconsin Statutes. The property owners may, at their option, pay the assessments to the Village Treasurer pursuant to the procedure described in Resolution No. 13-06 as amended by Resolution No. 19-09. However, the assessment must be paid in full upon sale of said property(s).

Motion Evenson, second Muleski to approve Resolution 21-08 as presented. M.C.

All Resolutions are on file in the Village clerk's office for review.

Motion Muleski, second Honkomp to approve the President's report. M.C.

ADJOURN: Motion Muleski, second Honkomp 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