

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

The July 8, 2019 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, June Siegler, Mark Honkomp, Dan Muleski. Also present: 7 guests

MINUTES: Minutes were reviewed from the June 24, 2019 Public Hearing. Motion Siegler, second Steward, to approve the minutes as printed. M.C. Minutes were reviewed from the June 24, 2019 Special Board meeting. Motion Muleski, second Carlson to approve the minutes as printed. M.C. Minutes of the June 10, 2019 Board of Review were reviewed. Motion Honkomp, second Carlson to approve as printed. M.C.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Tammy Steward reporting. Steward reported the committee met June 5 and all bills, non-lapsing accounts and journal entries for the Village and Utility departments were in order. Motion Honkomp, second Muleski 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 is excused from this meeting and will report on June and July at the August 12 Board meeting. Totals reported to the Finance Committee are: Receipts for June 2019: \$10,664.84. Expenses: \$116,796.07. General checking account bills were paid on check #'s 20596-21623 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of June bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$924,277.69. Utilities Checking: \$163,466.80. Money Market \$356,129.84. Utility bills were paid on check #'s 4224-4235. Non-Lapsing Fund: \$14,435.77. A list of all checks paid for utilities was included for the Board to review.

PERSONNEL COMMITTEE REPORT: The committee has not met since the last Board meeting.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski. The first nine Ordinance chapters as revised by Attorney Abts were reviewed.

Chapter 1. General Government

Recommended changes are to: Make Zoning Administrator the LOZ chairperson and by recommendation of our building inspector, add additional pay for that duty. Also make the weed commissioner part of the Public Works Supervisor position duties.

Chapter 2. Village Board

Section 2.1.3 Remove wording "third Tuesday of April" to " " which will allow the Village of Biron board flexibility for annual organization meeting and stay within state guidelines.

Sections 2.6.5b Our Attorney is recommending that abstaining votes are recorded in minutes.

Chapter 3. Finance and Taxation. The Treasurer has sent suggested revisions to Attorney Abts which will be included for the next committee meeting.

Chapter 4. Police Protection. No changes

Chapter 5. Fire Department. Many changes made to match State verbiage and codes mostly to sections 5.8.7 and 5.09 and 5.19. Section 5.14.1 was modified to more closely match DNR and move responsibility from Village Clerk to Fire Chief. Section 5.16 and 5.17 were added. A few other minor wording changes were made. Fire Chief Kerkman stated fireworks permits will be required as soon as Ordinance Chapter 5 is adopted.

Chapter 6. Administrative Review Procedure. No changes

Chapter 7. Traffic Code. No changes

Chapter 8. Public Works. No changes

Chapter 9. Orderly Conduct. Added 9.14 Electronic Interference Prohibited and added 9.23 Regulation of Drones and Unmanned Aerial Vehicles (UAV).

Chapter 25. General Provisions. Removed ages for minors.

Attorney Abts also discussed a need to update Conditional Use as a result of a recent court case. Issues like noise, smell, traffic need to be measurable. He will start the process of Conditional Use updating.

Building Inspector suggested changes to our permit fees:

Change sign permit fee to \$25.00 plus \$5.00/\$1,000.00 cost of sign. This will be clarified with the building inspector.

Motion Muleski, second Evenson to change Wisconsin State Seal fee from \$38.00 to \$50.00. M.C.

We discussed fence permit fee but did not change it.

A suggestion was made to look at creating an ordinance for home-based businesses.

It was recommended that we created a policy and fee for commercial site review plans. This probably will involve having Public Works Supervisor, LOZ committee and/or chair, Building Inspector, Fire Chief and possibly Public Works committee and/or chair and possibly Plan Commission review site plans in the future.

The Committee plans to bring all Ordinance revisions in batches to the Board for adoption since there are so many.

Owners of property at 2230 N. Biron Drive contacted Muleski about building a house on that property. The lot size is .17 acres. The lot size does not meet Village building requirements.

Various complaints were discussed about unmowed grass, too many vehicles/other parked on village streets, junk on property. Residents are encouraged to file a formal written complaint with staff at the Municipal Center, who will turn them over to the Ordinance Committee Chairperson.

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

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Terra was here to look at a sewer lining project. Pipe on Elk to Badger about 1,200 feet is 12 inch not 10 inch. The price goes from \$24 per foot to \$35. The original quote was \$65,688.50 and will now be \$85,688 for 12 inch pipe. A 400 foot section on Shore Acres is not critical at this time which is around \$8,000. The new price will be \$73,688 (\$65,688.50 + \$8,000). Motion Muleski, second Carlson to allow a change order to Terra to approve the increased expenditure up to \$9,000. M.C.

The lift station on 31st Street North behind Kwik Trip was struck by lightning and the callout box was affected. B & M Technical will replace the box for \$2,519. Motion Steward, second Muleski to approve the expenditure. Funds will be paid from the sewer maintenance budget line item.

South Biron Drive will be chip sealed during the week of July 15.

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

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. Siegler reported she approved the purchase of a new office computer for \$646.00. Discussion was held regarding purchase of a laptop for committee use to be left in the Board meeting room. This may be revisited at budget time. The city Teen Fireworks Committee sent a request asking for a donation to the July 4th fireworks in downtown Wisconsin Rapids. Motion Muleski, second Honkomp to donate \$100.00. M.C. The Clerk was asked to contact the City to ask if they met their fundraising goal of \$20,000 prior to the Village making a donation and request a list of donors. M.C. Motion Muleski, second Walker to approve the Public Property Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. The software for data collection and water billing will soon be discontinued. New software, training and replacement antenna for old handheld meter reader will be \$8,160. Funds for the software package and hardware will be taken out of water non-lapsing and 2019 budget maintenance funds. Also needed are 24 new cellular endpoints and meters at a cost of \$6,000. \$3,500 will be paid from the meter purchasing fund with the balance coming out of non-lapsing. Motion Muleski, second Carlson to approve the expenditure. The \$500 PSC required hookup fee charged to new water customers will reimburse the non-lapsing fund. M.C. Motion Muleski, second Carlson to approve designation of the hookup fees be deposited in the non-lapsing account. M.C.

Vruwink reported the well distribution pump motor needs rebuilding. Motion Muleski, second Honkomp to approve the \$1,062 expenditure. M.C.

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 Honkomp, second Siegler to approve the June 5 minutes. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Kerkman submitted a written summary outlining training and emergency calls made in June. In-house training is being conducted for practical motor pump procedures. When complete approximately 75% of the Village firefighters will be licensed motor pump operators. Kerkman stated he needs to purchase from Darley an Elkhart Brass RAM XD monitor, Elkhart Brass Rapid Attack Nozzle, Elkhart Brass for RAM XD Monitor, Akron Brass Pyrolite In-line Eductor 1.5 inch with dial and 250 GPM, Low Level Strainer with Jet Sipon 2.5 inch for a total cost of \$3,466.26. Funds to come from the Fire Department's fundraising account. Motion Muleski, second Honkomp to approve the expenditure. M.C. Kerkman stated the savings account currently at Member's Advantage Credit Union will be closed and those funds will be deposited in their fundraising equipment purchase budget. Motion Siegler, second Muleski to approve the Fire Department report. M.C.

CLERK'S REPORT: Arndt reported she will attend UW-Green Bay Clerk & Treasurer Institute next week for the Treasurer Completion track, which will complete her fourth and final year of the training offered by the Institute. Work Horse software company will be installing the special assessment module the week of July 25 and providing training. Motion Evenson, second Muleski to approve the Clerk's Report. M.C.

PRESIDENT’S UPDATE:

The DNR has approved a one year extension for grants S-ADLP3-14-1197 Biron Village Park and Biron Flowage Recreational Trail Development, RTA-646-14 Flowage & Public Access Improvements, and RBF-1459 Biron Landing Enhancements through June 30, 2020.

Bridgewater Bid Package E – Recreational Improvements: Lampert-Lee recommends the Village reject both bids as the boat landing restroom and the North CWPCo restroom/shelter facilities were 34% higher than the engineer’s estimate and the reinforced concrete piers were 300% higher than the engineer’s estimate.

Lampert-Lee also recommends the Village add via change order the multi-use trail boardwalk and the two grinder pump stations to Earth Inc’s Bid Package D contract based on their bid price of \$12,500 for the boardwalk and negotiated prices of \$10,000 each (formerly \$14,600 each) for the grinder wet wells and \$15,000 each (formerly \$18,000 each) to provide pumps and piping for a total change order price of \$62,500. The original Bid Package D prices for all these items was \$102,040.00.

Motion Evenson, second Honkomp to approve a change order of Bid Package E LLA Ref. No. 18-025 as recommended by Lampert-Lee. M.C.

Bridgewater Bid Package F – Resource Conservation Plan Buffer Area Plantings and Boat Landing Trees - Bids were opened 6/26/19 at 3:15 p.m. Two bids were received and the low bidder was Earth Inc with a total bid of \$171,491.81. Lampert-Lee recommends the Village reject both bids and re-bid Package F as the low bid was 56% higher than the engineer’s estimate. M.C. Motion Muleski, second Steward to approve the recommendation of Lampert-Lee and reject both bids and re-bid. M.C.

Bridgewater Work Group Report: Keith Helmrick reported special assessment deferral request forms will be developed by the Clerk. ATV rules will be added to the snowmobile ordinance. Village streets to be used need to be designated by the Village. Discussion was held regarding use of golf carts in and near the Bridgewater development on the ATV routes as long as they’re equipped with street legal lighting. Other Village streets could be designated to use to get to snowmobile and/or ATV trails and routes. A Bridgewater development grand opening may be scheduled in late August. CTH U is paved and guard rails installed. CTH U road signs are ready to be picked up and installed.

Motion Honkomp, second pdf to approve the President’s report. M.C.

ADJOURN: Motion Honkomp, second Muleski to adjourn at 8:15 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President