

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

The September 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, Bob Walker, Tammy Steward, Sue Carlson and June Siegler. Dan Muleski is excused. Also present: 11 guests

MINUTES: Minutes were reviewed from the August 13, 2018 Board meeting. **Motion** Honkomp, second Siegler to approve the minutes as printed. M.C.

PUBLIC COMMENT: A resident expressed concerns regarding traffic in the area of 31st Street North to the thoroughfare to Kwik Trip. There are small children in the area and a high volume of traffic from cars coming from Mid-State Technical College entering Wolosek Avenue onto 31st Street North, then cutting over to Kwik Trip. Many times they are speeding and it's a safety concern. He asked if the Village could work with Kwik Trip to either close the exit to their parking lot onto 31st Street North or perhaps install a Dead End sign entering Wolosek Avenue or an Exit Only sign by the exit of Kwik Trip's parking lot. The Public Works Committee will be discussing this at their next meeting.

There are also semis parked at the end of 31st Street North during the day and overnight even though it's posted No Parking. The Sheriff's Department had been issuing tickets but semis continue to park there. The Clerk will contact the Sheriff's Department and request they patrol the area more often and ticket as necessary.

There is a property at the end of 31st Street North with a very large amount of junk/clutter in the yard. There appears to be someone living in a camper on that property also. The Public Works Committee will be discussing this at their next meeting.

Dennis Moon, owner of Anchor Bay Bar & Grill, talked about an ATV/UTV riders fundraiser this Saturday. Many area municipalities have adopted an ordinance to allow ATV/UTVs on certain roads and have ATV routes marked. One of those trails is marked %nd of trail+and is 300 feet away from Anchor Bay's entrance. Since Biron has no ordinance Mr. Moon is requesting temporary approval for September 15 only so the ATV/UTVs can drive the final 300 feet to Anchor Bay. It was suggested that he contact the Sheriff's Department and notify them the Village supports the ride and one-day approval and the Sheriff's Department is to contact the Village Clerk with their agreement/approval. This issue will be referred to the Public Works Committee to pursue an Ordinance for ATV/UTV use on appropriate Village roads.

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. **Motion** Walker, second Carlson to approve the bills for the Village and Wastewater Department. M.C. **Motion** Walker, second Steward to approve a new Purchasing Policy as presented. M.C. The policy will be provided to all Village employees for their signature and added to the Board Member Orientation Handbook. **Motion** Walker, second Carlson to approve a Fund Balance Policy as presented. M.C. Discussion was held regarding a legal services agreement with a local firm to represent the Village and will be revisited at the October Board meeting. Changes to a checking account are being considered and a report will be provided at the next meeting. **Motion** Walker second Carlson to accept the Finance and Budget Committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for August 2018 were \$349,547.56. Expenses were \$92,546.41. General

checking account bills were paid on check # 20778-20836 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of August bills paid from the general fund was included for the Board to review. Village Non-Lapsing Fund \$837,946.90. Utilities Checking: \$198,748.72. Money Market \$427,542.74. Utility bills were paid on check # 4080-4093. Non-Lapsing Fund \$14,410.70. A list of all checks paid for utilities was included for the Board to review. **Motion** Walker, second Carlson to accept the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: No report.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: The Clerk reported required utility hook-up continues to be an ongoing issue and Attorney Abts will be making a recommendation to the Committee regarding hardship exemption requests, special assessments, and related issues at the next Committee meeting. The Board needs to determine when to offer the new utilities, possibly in early 2019, and meet with those residents to explain the special assessment process. There will be a shortfall due to increased costs of installation of utilities in the Bridgewater project area and North Biron Drive area and Resolution 13-06 needs to be revised to assess the higher costs. **Motion** Evenson, second Honkomp to accept the the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Vruwink stated three manholes have been replaced. **Motion** Honkomp, second Siegler to accept the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. Vruwink reported the low bid for LED lights for the municipal center parking lot is \$7,050 from Batteries Plus. **Motion** Steward, second Carlson to accept the bid. M.C. There is a \$50 per light rebate through Focus On Energy. A newsletter will be mailed to Village residents before the end of the year. It was suggested the approximate postage cost of \$150 be split between the Public Property, Safety and Recreation Committee, Public Works Committee, and cranberry breakfast revenue. Due to a recent issue with a Hall renter leaving earlier than agreed to and not following protocol resulting in overtime pay, a new hall security call sheet was developed. **Motion** Carlson, second Siegler to approve the new call sheet. M.C. This sheet will be given to each hall renter. **Motion** Honkomp, second Walker to approve the Public Property, Safety & Recreation Committee Report. M.C.

WATER UTILITY COMMITTEE REPORT: No report. Vruwink stated the water tower has been recently washed. **Motion** Homkomp, second Walker 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 August meeting have not yet been provided to the Village.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: No report. Two volunteer firefighters expressed concerns over fire department operations, non-compliance with SPS 330, and other issues. They were encouraged to meet with the Public Safety Committee to further discuss their concerns.

CLERK'S REPORT: The WI Municipal Clerks Association (WMCA) awards annual education certificates in recognition of extraordinary efforts for completing education to gain knowledge of the current laws and processes to assist the clerk and the municipality towards a productive and efficient office. Arndt received the Diamond Award at the WMCA annual conference in August in recognition of 121.75 education hours completed from 6/1/17 through 5/31/18. Arndt reported she has completed 71.25 education hours from 6/1/18 to date. **Motion** Evenson, second Honkomp to approve the Clerk's Report. M.C.

PRESIDENT'S UPDATE: Keith Helmrick, Classic Development, reviewed the Kubisiak Lands Management Plan. The conservation easement is required to be held by a government entity (Village

of Biron). **Motion** Evenson, second Honkomp to approve Resolution 09-18A approving Grant of Conservation Easement to the Village of Biron for the Kubisiak Lands. M.C. **Motion** Evenson, second Walker to approve Resolution 09-18B for Kubisiak Lands Mangement plan. M.C.

Helmrick provided an update on the Bridgewater project. Water mains are on site, with boring to begin next week. It is hoped work is completed on Huffman Road and CTH U in 2018. Phase 2 of the plan will be put out for bids in the near future. Work is hoped to be completed in the spring of 2019. Then the road relocation would begin.

The Sewer Service Agreement was approved by the Wood County Board and approval from the DNR is expected this week. After approval the engineer will submit sewer plans.

The Village was invoiced to join REGI. A representative will be invited to the next Board meeting.

Motion Walker, second Honkomp to accept the Presidents report. M.C.

ADJOURN: **Motion** Steward, 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