

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – SEPTEMBER 12, 2016**

The September 12, 2016 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, June Siegler, and Sue Carlson were present. Dan Muleski was excused and arrived at 6:50 p.m. Also present: Public Works Supervisor Bill Vruwink, Treasurer Pam Witt, Robb Sigler, Mike Schoenholz, Keith Helmrick

MINUTES: Minutes were reviewed from the Regular Board Meeting held August 8, 2016. **Motion** Steward, second Honkomp to approve the minutes as printed. M.C.

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. All bills, non-lapsing accounts and journal entries were in order. **Motion** Walker, second Muleski to approve all bills as presented. M.C. Robb Sigler, Nekoosa Port Edwards State Bank, reviewed the bank's role in renewing the short-term loan and their flexibility in financing. The auditors recommended creating an Office-Training budget line item. **Motion** Walker, second Carlson to create budget line item 100-00-51420-036-000 and to reassign \$5,000 from non-lapsing funds to this new account that were not reassigned from June 13, 2016 Board meeting action. M.C. The auditors also recommended audit/budget training for office staff. **Motion** Muleski, second Steward to approve up to \$2,500 for the clerk to begin training. M.C. **Motion** Muleski, second Carlson 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 August 2016 were \$323,517.87. Expenses were \$102,684.20. General checking account bills were paid on check #~~q~~ 19159-19230 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of all August bills was included for the Board to review. Village Non-Lapsing Fund \$755,791.11. **Water Utility:** Checking \$118,188.38. Money Market \$455,521.89. Water bills were paid on check #~~q~~ 3814-3820. **Wastewater Department:** Checking \$69,069.42. Non-Lapsing Fund \$14,367.53. Wastewater bills were paid on check #~~q~~ 2836-2839. A list of all checks paid for water & wastewater was included for the Board to review. **Motion** Muleski, second Honkomp to accept the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson June Siegler reporting. Regarding the Final Rule-Overtime Pay Requirements of the Fair Labor Standards Act, the village's attorney advised there are no changes necessary in the employment relationship. Due to anticipated higher voter turnout for the November 8 election the clerk requested the utility clerk be allowed to start work at 7:00 a.m. that day, resulting in one-half hour compensatory time. The clerk also requested hiring four additional election inspectors. **Motion** Steward, second Honkomp to approve the one-half hour comp time and hiring of four election inspectors for the November 8, 2016 election only. M.C. The Committee recommends a lunch and \$20 gift certificate be awarded in five year increments (5, 10, 15 years) and a lunch and \$50 gift certificate be awarded at twenty years of service for Village employees. **Motion** by Walker, second Honkomp to approve the Committee's recommendation for years of service awards. M.C. **Motion** Evenson, second Walker to approve the Personnel Committee's report. M.C.

LEGISLATIVE, ORDINANCE AND ZONING COMMITTEE REPORT: Chair Dan Muleski reporting. Muleski reported he and the committee have spent considerable time developing a communication tower ordinance. The process is ongoing. Ordinance NR 117 Shoreland-Wetland Zoning has been completed and sent to the DNR for review and approval. It is the committee's recommendation to hire Lorelei Fuehrer at a cost of \$750 to help revise the Village zoning, building and communications tower ordinances. **Motion** by Muleski, second Honkomp to approve the committee's recommendation to hire Lorelei Fuehrer. M.C. Provisional operator's licenses were issued to Elizabeth A. Schulze and Megan M. Gabris. **Motion** by Honkomp, second Walker to approve granting them both an operator's license. M.C. **Motion** Honkomp, second Walker to approve the Legislative, Ordinance and Zoning Committee's report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. The price for three street light arms and poles on South Biron Drive is \$3,200. Once a price is received for Shore Acres we will get an installation price. Vruwink and an independent contractor went to the Thompson residence to assess damage caused from the South Biron Drive construction. The contractor recommends reimbursement for the floor, baseboards and toe kick only. A resident planning on constructing a new house and pole building on Bauer Street has requested water and sewer utilities be extended. The resident pays all sewer costs. The Village pays for water costs to the property line. The water line request will be referred to the Water Utility Committee. Vruwink will obtain quotes for the water line. The resident now wants to dig his own well and septic system. The Legislative, Ordinance and Zoning, Public Works, and Water Utility committees need to meet for any needed action. Vruwink recommended accepting a three year agreement from Flygt for \$1,116 per year to maintain all lift station pumps. **Motion** by Muleski, second Walker to approve the three year agreement. M.C. Over the Labor Day weekend the free library at the park was vandalized. The Sheriff's Department did identify the vandal, who agreed to pay for the damage. **Motion** Muleski, second Walker to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Sue Carlson reporting. Gateway Park ribbon cutting ceremony was August 25. Advanced Recycling has graciously donated recycling bins. Benches for the park and the walking trail will be budgeted for next year. Pay Application #3 from Earth, Inc. for \$6,674.59 was reviewed. **Motion** Evenson, second Muleski to approve payment. M.C. The Certificate of Substantial Completion was reviewed. **Motion** Muleski, second Walker to approve and authorize the Village President to sign. M.C. **Motion** Muleski, second Steward to approve the Public Property, Safety and Recreation 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.* No minutes from the September Wastewater Commission meeting were received.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dan Muleski reporting. Ladder testing is complete. There is a new training officer. Three firefighters have started EMR training. **Motion** Walker, second Evenson to approve the Volunteer Fire Department report. M.C.

CLERK'S REPORT: Arndt reviewed a report from the WI Department of Administration preliminary estimate of January 1, 2016 population. Biron's population is 824, representing a change of -1.79% from the 2010 Census. Arndt presented a new Memorandum of Understanding for WisVote Services between the Village and Wood County Clerk for election services. Due to election law changes the county will no longer provide certain election services. **Motion** Walker, second Evenson to approve the new agreement and service fee of \$175 annually. M.C.

PRESIDENT'S UPDATE: Evenson reported he attended a South Wood County Airport Commission meeting this date. They are looking for more municipalities to join the Commission. A representative will be invited to a future Board meeting. **Motion** Honkomp, second Steward to accept the President's report. M.C.

CLOSED SESSION: At 8:35 p.m. **motion** by Steward, second Carlson to convene in closed session pursuant to §19.85(1)(e) of the Wisconsin Statutes, for the purposes of consideration of a development agreement. Aye: Evenson, Carlson, Honkomp, Muleski, Siegler, Steward, Walker

Motion Walker, second Honkomp to return to open session. M.C. Evenson announced that no action had been taken in closed session.

ADJOURN: Motion **Honkomp**, second Walker to adjourn at 9:25 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President