

**VILLAGE OF BIRON REGULAR BOARD MEETING  
MINUTES – December 12, 2022**

The December 12, 2022 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, Jamie Biegel, Mark Honkomp, Mike Guillemot, Dan Muleski, Patty Gapen. Also present: 2 guests

**MINUTES:** Motion Honkomp, second Muleski to approve minutes of the November 14, 2022 Regular Board Meeting as printed. Motion carried. Motion Honkomp, second Muleski to approve minutes of the November 30, 2022 Public Hearing and Special Board meeting. Motion carried.

**PUBLIC COMMENT:** None

**FINANCE COMMITTEE:** Chairperson Patty Gapen reporting. All bills, non-lapsing accounts, and journal entries for the Village and utility departments are in order. Motion Evenson, second Guillemot to approve the purchase of a Kyocera copier at a cost of \$5,826.69. Motion carried. Motion Steward, second Muleski to purchase an ExpressVote not to exceed \$3,990. Motion carried. Both items are included in the 2023 budget. Creation of a loose change policy was discussed, and no action was taken. Motion Gapen, second Steward to direct the Village Clerk to transfer budgeted funds from the General Fund to the Non-Lapsing Fund in the amount of \$158,860.00. Motion carried. CliftonLarsonAllen has notified the Village they are unable to continue providing audit services. The clerk received a quote from Hawkins Ash, but some Board members felt other firms should be contacted. Motion Evenson, second Gapen to approve all bills, non-lapsing accounts, and journal entries for the Village and utility departments and to approve the Finance Committee report. Motion carried.

**TREASURER'S REPORT:** Treasurer Samantha Daugherty reporting. Totals reported to the Finance Committee: Receipts for November: \$132,869.95 and Expenses: \$298,306.92. General checking account bills were paid on check #'s 24396-24456 with six autopays to IRS, Deferred Comp and WRS for payroll deductions. A list of November bills paid from the General Fund was included for review. Village Non-Lapsing Fund \$1,076,768.25. Utilities Checking: \$348,303.16. Water Money Market \$326,110.06. Utility bills were paid on check #'s 4810-4816. Wastewater Non-Lapsing Fund: \$34,076.80. A list of all checks paid for Utilities was included for review. Interest rates have increased slightly. The treasurer and clerk will research area banks and credit unions for current rates. Motion Evenson, second Gapen to approve the Treasurer's report. Motion carried.

**BIRON VOLUNTEER FIRE DEPARTMENT REPORT:** Assistant Chief Shawn Dillingham reporting. Haz-Mat training was conducted in November. Ten medical and three fire calls were made. A new SCBA compressor was installed on December 7. The second half of fire inspections for 2022 are being conducted. The annual Keep the Wreath Green program is being conducted from Thanksgiving through January 1. Motion Honkomp, second Evenson to approve the Volunteer Fire Department report. Motion carried.

**PERSONNEL COMMITTEE REPORT:** Chairperson Mark Honkomp reporting. Motion Honkomp, second Steward to increase wages of the five full time staff 7.17% effective January 1, 2023. Motion carried. Motion Muleski, second Honkomp to award the five full time staff a holiday award/stipend of \$500.00. Motion carried. Motion Steward, second Gapen to approve carryover of eight vacation days in to 2023 for the Village Clerk. Motion carried. The committee will meet December 15 to conduct

interviews for Public Works Director. Motion Gapen, second Evenson to approve the Personnel Committee report. Motion carried.

**LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT:** Chairperson Dan Muleski reporting. Motion Muleski, second Honkomp to grant Wilson Quinones, Jr., Brandon Edgar, and Kimberly Koltz an operator’s license for Dollar General. Motion carried. Muleski reported a few ordinance violations are being cleared up. Motion carried. Motion Honkomp, second Guillemot to approve the Legislative, Ordinance and Zoning Committee report. Motion carried.

**PUBLIC WORKS COMMITTEE REPORT:** Chairperson Tammy Steward reporting. A letter will be mailed to all residents regarding the Village contracting with Waste Management for garbage and recycling pickup services, along with a brochure on proper cart placement, recycle right, and a 2023 collection schedule. Garbage and recycling pickups will both be on Mondays. This information will be posted on the Village website. Motion Muleski, second Honkomp to approve the Public Works Committee report.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT:** Chairperson Mike Guillemot reporting. Mike discussed recent maintenance needed at the municipal center. The water heater is installed. Motion Guillemot, second Honkomp to accept a bid of \$3,735 from Williams Plumbing to replace the kitchen grease trap. Motion carried. The Village crew will replace the floor tiling, etc. Earth, Inc. provided bids to repair three bathrooms in the Village that were damaged. The bids were turned over to the Village’s insurance company. Slow No Wake Zone: complete information has been submitted to the DNR. Buoys and signs need to be purchased. Updated maps are needed for the kiosk. Motion Muleski, second Honkomp to approve the Public Property Committee report. Motion carried.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Jamie Biegel reporting. The DNR has approved a plan from Lane Tank to repair the water tower. Motion Evenson, second Honkomp to approve the Water Utility Committee report. Motion carried.

**WASTEWATER COMMISSION REPORT:** *Note: The Wastewater 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 Evenson to approve the November Commission meeting minutes and the Wastewater Commission report. Motion carried.

**NEW BUSINESS**

**PRESIDENT’S REPORT:** Evenson has been working with our attorneys on the wastewater agreement with the City of Wisconsin Rapids. Motion Honkomp, second Muleski to approve the President’s report. Motion carried.

**ADJOURN:** Motion Honkomp, second Muleski to adjourn at 7:40 p.m. Motion carried.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

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

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

Jon T. Evenson, President