

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – December 13, 2021**

The December 13, 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, Mark Honkomp, Mike Guillemot, and Dan Muleski. Also present: 10 guests

MINUTES: Motion Honkomp, second Muleski to approve minutes of the November 8, 2021 Regular Board Meeting as printed. Motion carried. Motion Muleski, second Honkomp to approve minutes of the November 22, 2021 Public Hearing and Special Board Meeting. Motion carried.

PUBLIC COMMENT: None

PLANNING STUDY - CTH U EXTENSION; S. BIRON DRIVE TO HUFFMAN ROAD:

Additional discussions took place regarding alternatives for the reconstruction of the extension of CTH U from S. Biron Drive to Huffman Road. The goals of the evening's discussions were to come to a consensus regarding a preferred alternative, to get a preliminary commitment from the Village to agree to a jurisdictional transfer, and to gauge the Village's interest in providing financial assistance for the proposed improvements.

Roland Hawk, Wood County Highway Commissioner, briefly recapped the discussions that have taken place to date, including the alternatives along the causeway that were discussed at the last Village Board meeting (1. Maintain both vehicular traffic and bike/pedestrian accommodations on the causeway via widened shoulders, or 2. Eliminate vehicular traffic on the causeway and only maintain bike/pedestrian accommodations on a trail). He also noted that the County requested STP funding for the project from S. Biron Drive to Fox Street, and that he was considering options for funding the section from Fox Street to Huffman Road. Because this road functions more as a local street than a county road, Wood County would like to make improvements, then conduct a jurisdictional transfer from the County to the Village of Biron. The Village would then maintain the roadway and bike/pedestrian facilities. Construction is anticipated as early as 2024 for the S. Biron Drive to Fox Street section, and possibly 2025 for the section from Fox Street to Huffman Road.

Dave Gale from Westwood then reiterated the 2 alternatives from the November meeting and asked for comments. Several people spoke in favor of maintaining the roadway along the causeway citing public safety and connectivity concerns, and no one was in favor of closing the roadway. It was then agreed that the alternative that eliminated the roadway from the causeway would not be carried forward.

Dave then discussed refinements to the keeping the roadway open alternative, which was now presented as Alternative 3. This alternate assumes the roadway would be transferred to the Village and was developed to Town road standards. Traffic values from S. Biron Drive to Huffman Road are assumed around 400 vehicles per day, which appears to be in line with expectations and a traffic count taken a number of years ago. Alternative 3 concepts:

- maintains a two-way 2 lane roadway from S. Biron Drive to Huffman Road
- reconfigures the typical section on the causeway and east to Huffman Road to 11' wide lanes with 2' wide shoulders and a 10' wide two-way shared use path on the north side separated

from the river by a 5' buffer. From Short Street to 700' west of Huffman Road there would be a cable barrier separating the vehicular traffic from the shared use path. From 700' west of Huffman Road to Huffman Road, the shared use path would be separated from vehicles by either a corrugated separator, rumble strips, or paint.

- replaces the shared use path on the south side of CTH U from about 350' south of Beaver Street to Short Street with a 5' wide sidewalk
- places 5' wide bike lanes on each side and within the urban roadway from about 350' south of Beaver Street to just west of Short Street, instead of a separated shared use path on the south

If the County was to make improvements to this roadway from Fox Street to Huffman Road, their option might well be to mill and resurface the roadway only. This would extend the service life of the pavement and provide economic use of County funds. The County is willing to make improvements to the facility which include bike and pedestrian accommodations if the Village is willing to take the facility over and provide financial assistance. President Evenson supported this concept, noting that this is an opportunity to make this facility into something that meets the needs of the Village now and into the future. Other members of the Board agreed.

A *preliminary* cost of \$660,000 was presented for the *additional* work associated with the construction the two-way shared use path from Fox Street to Huffman Road vs. the County's cost if the existing roadway was only resurfaced. A number of assumptions were made regarding wetland delineations, borrow costs, R/W costs, etc, and it was emphasized that this was a preliminary number.

Consensus of the Village Board was to move forward with Alternate 3, that it was likely the Village would accept the jurisdictional transfer and maintain the facility, and some financial commitment toward facility improvement costs could be worked out. Developing Alternate 3 would provide a better understanding of the impacts and costs, which could be shared at future Village Board meetings.

FINANCE & BUDGET COMMITTEE: Chairperson Patty Gapen reporting. All bills, non-lapsing accounts, and journal entries for the Village and utility departments are in order. The treasurer provided figures of what surrounding municipalities charge for dog licenses. No change will be made for 2023 license fees. Motion Muleski, second Steward to amend Ordinance 3.10 Statement of Real Property Status; the search fee will be increased to \$20 per parcel requested, effective January 1, 2022. Motion Carried. Evenson reviewed an error in the Fire Department non-lapsing fund. The Clerk will continue working on its resolution. Motion Muleski, second Evenson to direct the Village Clerk to transfer budgeted funds from the General Fund to the Non-Lapsing Fund in the amount of \$121,396.00. Motion carried. Motion Muleski, second Gapen to approve all bills, non-lapsing accounts, and journal entries for the Village and utility departments, and the Finance Committee report. Motion carried.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee: Receipts for November: \$207,827.46. Expenses: \$203,808.82. General checking account bills were paid on check #'s 23600-23661 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 \$855,751.05. Utilities Checking: \$268,700.47. Money Market \$24,512.13. Utility bills were paid on check #'s 4652-4665. Non-Lapsing Fund: \$297,129.85. A list of all checks paid for Utilities was included for review. Motion Honkomp, second Evenson to approve the Treasurer's report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dave Kerkman reporting. Thirteen emergency responses were made in November. Active roster is at sixteen. Monthly officer and department meetings were held, and the department participated in Rekindle the Spirit parade. Department member Kathy Larsen is promoted to Lieutenant of EMS effective 1/1/2022. Motion Evenson, second Muleski to approve the Volunteer Fire Department report. Motion carried.

PERSONNEL COMMITTEE REPORT: Chair Mark Honkomp reporting. The committee recommends awarding a \$250 holiday stipend to one part time and six full time Village employees. Motion Honkomp, second Steward to approve the stipend payment. Motion carried. The committee recommends compensating the utility clerk for attending monthly Board meetings. Motion Evenson, second Guillemot to pay compensatory time at the straight time rate if time used the week it is incurred, and at time and one-half rate if time is used in a week that it was not incurred, to be effective 12/13/2021. Motion carried. Motion Evenson, second Muleski to approve the Personnel Committee report. Motion carried.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. The Clerk issued provisional operator licenses Katrina Applebee and Ashley Lokken and requests the Board grant regular operator licenses to them effective 12/14/2021 through June 30, 2022. Motion Muleski, second Honkomp to grant regular operator licenses to these two individuals. Motion carried. Motion Honkomp, second Gapen to approve the Legislative, Ordinance and Zoning Committee report. Motion carried.

PUBLIC WORKS COMMITTEE REPORT: No report.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Mike Guillemot reporting. The dock rental agreement for 2022 was reviewed. Rental fee for 2022 including tax is \$965.33. A proposed Emergency Services Agreement between the City of Wisconsin Rapids and Village of Biron was reviewed. Term of the agreement is from March 1, 2022 through December 31, 2025. Payment shall be \$21 per capita for the ten months of 2022, \$25 per capita in 2023, \$26 per capita in 2024, and \$26 per capita in 2025. Figures used to determine Biron's population shall be as estimated for January 1 of each year by the WI Department of Administration's Demographic Services. Concerns were voiced and Fire Chief Kerkman responded to those he had knowledge of. Motion Muleski, second Guillemot to approve the proposed agreement. Roll Call vote: Evenson, yes; Honkomp, yes; Steward, yes; Carlson, yes; Gapen, abstain; Guillemot, yes; Muleski, yes. Motion carried. Motion Honkomp, second Muleski to approve the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: No report.

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.* There has been no change in status of the Wastewater Agreement negotiations with the City of Wisconsin Rapids. Motion Muleski, second Evenson to approve the Wastewater Commission report. Motion carried.

NEW BUSINESS: None

CLERK'S REPORT: Pursuant to Wis. Stats. 7.30(4), the Village president must nominate election officials to the Village Board no later than the Board's last regular meeting in December. Evenson nominated Patricia Buzza, Dawn Weaver, Maggie Muleski, Noreen Bartosh, Susan Curry, Anthony

Krug, and Bob Derezinski for the 2022-2023 term. Motion Honkomp, second Muleski to approve the slate as nominated. Motion carried. Dollar General plans to open 1/23/2022 and is working with the Clerk to obtain liquor, tobacco, and operator licenses. The Wisconsin Elections Commission (WEC) and U.S. Cybersecurity and Infrastructure Security Agency have recommended counties and municipalities establish an official email address through one of the government's regulated Domain Name Systems. These end in .gov and can only be obtained by U.S. based government organizations. Using one of these domains reduces cyber security risks to both the jurisdiction and Wisconsin citizens. The new website URL is biron.wi.gov and Village email address user names will remain the same, with the mail server and domain being @biron.wi.gov. Motion Muleski, second Guillemot to approve the Clerk's report. Motion carried.

PRESIDENT'S REPORT: Evenson discussed a letter received from ND Papers regarding status of the Biron white house. They would like it removed from mill property. Anyone interested in purchasing and moving the white house must notify ND Paper in writing by 12/31/2021. It must be physically removed from ND Papers property no later than 6/3/2022. Several in attendance voiced concerns over the possibility of the white house being razed. Evenson will request a tour of the white house and some in attendance at the meeting stated they would like to be included.

ADJOURN: Motion Honkomp, second Muleski to adjourn at 9:00 p.m. Motion carried.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President