

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – June 13, 2022**

The June 13, 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, Patty Gapen, Mike Guillemot, Mark Honkomp. Dan Muleski is excused. Also present: Clerk Anne Arndt, Treasurer Pam Witt, Public Works Supervisor Zach Trzebiatowski, and six guests.

MINUTES: Motion Honkomp, second Guillemot to approve minutes of the May 9, 2022 Regular Board Meeting as printed. Motion carried.

PUBLIC COMMENT: None

FINANCE & BUDGET 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 Steward 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.

PRESENTATION OF FINANCIAL STATEMENT Amber Danielski of CliftonAllenLarson, reviewed the Village financial statements for 2021. A full report is on file in the clerk's office. Amber suggested the Village create a capital asset threshold policy for amounts up to \$5,000.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee: Receipts for May: \$89,248.05 Expenses: \$74,832.31. General checking account bills were paid on check #'s 24035-24090 with seven autopays to IRS, Deferred Comp and WRS for payroll deductions. A list of May bills paid from the General Fund was included for review. Village Non-Lapsing Fund \$1,035,100.63. Utilities Checking: \$203,307.26. Water Money Market \$318,363.78. Utility bills were paid on check #'s 4724-4734. Wastewater Non-Lapsing Fund: \$34,032.00. A list of all checks paid for Utilities was included for review. Motion Honkomp, second Guillemot to approve the Treasurer's report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dave Kerkman reporting. May training was on hose testing. Eight medical and three fire calls were made in May. All SCBAs were tested. The department completed the DNR Keep the Forest Green campaign. A total of ten grass fires occurred in Wood County in May. Motion Honkomp, second Guillemot to approve the Volunteer Fire Department report. Motion carried.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. Motion Honkomp, second Evenson to convene into Closed Session at 8:45 p.m., pursuant to Wis. Stat. 19.85(1)(c), considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Topics for discussion: to review and discuss performance evaluations and utility clerk position. Motion carried. Upon Roll Call vote: Evenson, yes; Biegel, yes; Gapen, yes; Guillemot, yes; Honkomp, yes; Steward, yes. Motion carried.

Motion Honkomp, second Guillemot to reconvene in Open Session at 9:13 p.m. Upon voice vote, motion carried. Motion Honkomp, second Guillemot to amend the Employee Handbook Article IV-A Work Hours and Overtime, A. Normal Workweek/Schedule to “*The normal work schedule shall be 6:30 a.m. until 2:30 p.m. Monday through Friday*” effective June 14, 2022. Motion carried.

Motion Honkomp, second Guillemot to amend the Employee Handbook Article IV-A Work Hours and Overtime, B. Lunch Break to ‘*A twenty minute paid lunch break . . .*’ effective June 14, 2022. Motion carried.

Motion Honkomp, second Guillemot to amend the Employee Handbook Article IV-A Work Hours and Overtime, D. Call-in Pay to “*Employees called in to work by the Village outside of their regular work hours shall receive two (2) hours of call-in pay at the regular hourly rate of pay of the Assistant Crew Leader . . .*” effective June 14, 2022. Motion carried.

Motion Honkomp, second Guillemot to approve Trustee Gapen filling in as needed at the Municipal Office at the position’s current full rate of pay until a utility clerk is hired. Motion carried.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Clerk Anne Arndt reporting. Applications have been made for Combination Class “A” Beer and Cider license for Kwik Trip, Inc, Steve Wiskerchen, Agent; Above Quota “Class B” Liquor license and Class “B” fermented malt beverage license for Anchor Bay Bar and Grill, LLC, Tracy Wardour, Agent; Combination Class “B” Liquor license for Somewhere Else, Robert and Kay Larsen, Agents; Combination “Class B” Liquor license for Rooted In Red, LLC; Combination Class “A” Liquor license for Dollar General Store #23115, and cigarette license applications for Kwik Trip Inc. and Dollar General Store #23115.

Operator’s license applications were received from Cara Anderson, Katrina Applebee, Sierra Frank, Dylan Lisitza, Nicole Marshall, Heather McKellipps, Timothy McKellipps, Megan Onesti, Trisha Svoboda, Noelle Tetzlaff, Kathleen Tufte, Jason Wardour, Sophia Wardour and Crystal Weight for Anchor Bay; Sara Connett and Jeannette Kesler for Dollar General; Alexis Bean, Gina Caldwell, Sherri Draxler, James Gordon, Leanne Haasl, Drew Hamilton, Eloise Johnson, Chris Keith, Mary Lee, Jeremy Papineau, Mattea Sejbl, Jason Watson, for Kwik Trip; Jamie Biegel, Sarah Biegel, and Alexis Gonzales for Rooted In Red; Teri Cattanach, Katie Czappa and Thomas Eilers for Somewhere Else.

Motion Honkomp, second Steward to grant liquor licenses to Kwik Trip, Anchor Bay Bar & Grill, Somewhere Else, Rooted In Red, and Dollar General Store #23115; grant a cigarette license to Kwik Trip and Dollar General Store #23115, and grant operators licenses to the above named applicants all effective July 1, 2022 through June 30, 2023. M.C

Motion Honkomp, second Steward to approve Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company of Christine Engelhardt. Motion carried.

Village permit fee schedules are referred back to the Committee for discussion.

Motion Evenson, second Honkomp to approve the Legislative, Ordinance and Zoning Committee report. Motion carried.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Zach presented a proposal to purchase a skid steer, planer, Brushcat, heavy duty bucket and pallet fork frame. The savings, work quality, and control over timing, our expenses related to roads through the cold planer attachment will justify the expense, and it can also be used on water projects, landscaping, and

plowing. Municipal funding will be through Sourcewell. A trailer is needed but is not included in the quote. Motion Steward, second Gapen to approve up to \$110,000.00 to purchase the skid steer and implements with Public Works non-lapsing truck/equipment funds. Motion carried. Zach will contact the dealer to seek price assurance.

A resident asked if the Village would continue garbage pickup or contract for the service. Options are being explored by the Village along with the financial impact. Zach reported the crew removed and repaved a parking area by the Village shop. The new compost area is being used more often. Residents are reminded this area is for grass clippings and leaves only. The crew also patched the tracks on South Biron Drive. Motion Steward, second Honkomp to accept the Public Works Committee report. Motion carried.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Mike Guillemot reporting. There are currently seven vacant slips. A resident of Bridgewater contacted Guillemot stating he couldn't get his boat in and out as the dock stations are too close together and it's quite shallow in the area. A solution is the cluster owned by Classic could be moved to cluster 4 next year where there is more room and deeper water. When the Village purchased twenty-four new slips last year it was thought they would be installed at the same time the others would. MSC's priority in the Spring is to install prior slips first, new slips second. Customers who rented new slips were expecting to use them by May 15. They were installed approximately May 26. Motion Honkomp, second Guillemot that a one-time credit will be applied toward their 2023 rental for those days they were unable to use the slip. Motion carried. Motion Evenson, second Gapen to accept the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: Chairperson Jamie Biegel reporting. We have an agreement with Westwood Infrastructure to pay \$19,900 for their engineering services. The Water money market funds will be used to pay this invoice and in 2023 the water utility budget should include \$19,900 to reimburse the money market. Westwood provided Zach with drawings indicating water main changes from South Biron Drive to Fox from 6" to 12" with the County U project scheduled for 2023. This will include a new 12" main to ND Papers. Fluoride is currently being added to our water. There was discussion on fluoride and how studies show fluoride use has changed over the years and too much can be toxic. Evidence indicates additional fluoride added to drinking water is unnecessary. No action at this time. The Village received a notice of non-compliance for failure to perform required monitoring of the public water system. There was an issue with mail delivery of the last sample. Zach is looking into using a different lab to test our water samples. Motion Guillemot, second Gapen to accept 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.* No report. Minutes from the Commission's March and April meetings were accepted as printed. Motion Evenson, second Guillemot to accept the Wastewater Commission Report. Motion carried.

NEW BUSINESS: None

CLERK'S REPORT: Clerk Anne Arndt reporting. The second ARPA fund payment will be distributed on June 21. Open Book was held June 9. Board of Review will be held June 16. Joint Review Board will be June 22. There will be a joint public hearing with the Town of Plover on July 7 for a Slow-No-Wake ordinance. Motion Honkomp, second Evenson to accept the Clerk's report. Motion carried.

PRESIDENT'S REPORT: The Chairman of the Town of Plover has a bridge on CTH U that is too small to be included in the county's inventory. The Town is concerned with weight restriction of large trucks that go over this bridge onto Town roads. The Town Chairman has requested use of signage on Biron's section of 80th Street. Evenson contacted the Wood County Highway Commissioner for approval. Signage will be posted further away from the HWY 54 signage so the weight restriction signs are not missed by drivers. Evenson discussed with Mark Anderson of CWPCo creating angle parking off 80th Street east of the slew by Anchor Bay for boat slip renters. Motion Evenson, second Honkomp to accept the President's report.

ADJOURN: Motion Gapen, second Biegel to adjourn at 9:15 p.m. Motion carried.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President