

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – JULY 13, 2020**

The July 13, 2020 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 are excused. Also present: 7 guests

MINUTES: Minutes were reviewed from the June 8, 2020 Special Board meeting. Motion Honkomp, second Steward to approve the minutes as printed. M.C.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Chair Patty Gapen reporting. The committee met July 9. All bills, non-lapsing accounts, and journal entries for the Village and Utility departments were in order. Motion Honkomp, second Evenson to approve all bills and journal entries for June and to approve the Committee report.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for June 2020: \$13,865.41. Expenses: \$147,099.13. General checking account bills were paid on check #'s 22423-22477 with 8 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of June bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$942,711.64. Utilities Checking: \$247,895.94. Money Market \$364,443.05. Utility bills were paid on check #'s 4385-4399. Non-Lapsing Fund: \$14,467.75. A list of all checks paid for Utilities was included for the Board to review. Motion Honkomp, second Steward to approve the June Treasurer's report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief David Kerkman reporting. June training was on hose testing. There were 7 emergency calls in June. Current department roster is at 17. Recruitment is on-going. Both engines had pump testing completed and all department vehicles had DOT checks completed. Training and meetings are again held in-person but still following CDC protocols. The apparatus committee recently visited Pierce in Appleton to look at new fire trucks. They will continue their search and bring bids back to the Board for review. A Fireworks and Pyrotechnics User's Permit Application was reviewed. Motion Evenson, second Honkomp to approve the permit. M.C. The permit will be added to the Village website. Motion Evenson, second Honkomp to approve the Fire Department report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. The Village has received four notices of unemployment filing. To date \$247.68 has been paid. Motion Evenson, second Gapen to approve the Personnel Committee report. M.C.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Committee member Tammy Steward reporting the committee will meet July 15 and 22 to continue ordinance codification.

Applications were reviewed for alcohol beverage, cigarette, and operators/bartender licenses. Applications have been made for Combination Class "A" Beer and Cider for Kwik Trip, Inc, Leon Kosiec, Jr, Agent; Combination "Class B" for Anchor Bay and Grill, LLC, Dennis V. and Doris A.

Moon, Agents; Class "A" Liquor for Loyal-Phant Market, Yer M. Yang, Agent; Combination "Class B" Liquor for Somewhere Else, Robert and Kay Larsen, Agents; and cigarette license applications for Kwik Trip Inc. and Loyal-Phant Market for over the counter sales only.

Operator's license applications were received from Eric Adamski, Nanette Bornheimer, Gina Caldwell, Patricia Gaertner, Leanne Haasl, Jeremy Papineau, Samantha Harvey, Vickie Lanzi, Steven Wiskerchen, Trevor Miller, Christopher Keith, Jr., Viridiana Montoya, Michael Strasburg, and Christian Stromley for Kwik Trip; Stephanie Lecy, Megan Onesti, Colton Wolosek, Crystal Weight, Jonathan Ostrowski, Kathleen Tufte, and Cassie Cordy for Anchor Bay; Vang Lor for Loyal-Phant Market; Keith Anderson, Zoe Olsen, Teresa Cattanach, and Karen Mercer for Somewhere Else.

Discussion was held regarding issuance of alcohol licenses to businesses who are delinquent on property tax. The Board's consensus is to notify those owners of our willingness to deny future liquor/operator licenses if the delinquency is not resolved.

Motion Honkomp, second Steward to grant liquor licenses to Kwik Trip, Anchor Bay, Somewhere Else, and Loyal-Phant Market, cigarette licenses to Kwik Trip and Loyal-Phant Market, and operators licenses to the above named applicants all effective July 1, 2020 through June 30, 2021. M.C.

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

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Wastewater budget was reviewed. Steward expressed concern about Industrial Sales revenue between now to the end of December with ND Paper being shut down currently and not using service. Motion Evenson, second Steward to approve the Wastewater budget as presented. M.C.

A meeting was held June 18 via Skype to discuss the CARES grant application process for funding for road extensions of 80th to 72nd Street, 72nd to the lift station, lift station to Huffman Road, and completing the rest of Integrity Way. Evenson reported he spoke with Dennis Lawrence of North Central Regional Planning, who requested a copy of the TID 3 Development Agreement and Biron's Comprehensive Plan for review.

Motion Steward, second Honkomp to approve Resolution 20-03 approving the submittal of the WI Department of Natural Resources NE208 Compliance Maintenance Annual Report. M.C.

Vruwink reported the City finished televising sewer lining of TERRA's work from 2019. He will send the videos to TERRA, who agreed they will correct all problem areas. All storm sewer and water has been placed on Eagle Road. When the area was engineered there was concern with moving water mains. None had to be moved resulting in a cost saving of approximately \$35,000 to \$40,000.00. The Biron portion of the road near the tracks on South Biron Drive will have a three foot asphalt shoulder to accommodate truck traffic. Culverts were installed on Sunset Point Drive to alleviate water issues for property owners. A resident on North Biron Drive suffered structural damage to his residence due to heavy traffic and weight of truck vibration in the area. The County did put an overlay over the existing road to alleviate vibration.

Motion Carlson, second Evenson to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Committee member Susan Carlson reporting. The Committee recommends adding the COVID-19 language to the park

shelter house rental form: *(By signing this agreement, the undersigned person(s) booking the hall assumes all responsibilities and liabilities associated with such booking, including but not limited to the adherence to Village ordinances and any local, state or federal law and/or executive order that may be in effect at the time of booking, as well as the use, misuse or abuse of alcoholic beverages by person occupying the Municipal Center during the time of occupancy. Furthermore, the undersigned acknowledges that they are aware of any inherent risks associated with gathering people in a confined space, including but not limited to the risk of contracting COVID-19 and/or any other illness, and by signing agrees to release the Village from any and all liability related such risks. The Village of Biron is a governmental entity entitled to governmental immunity under Wisconsin law and nothing contained in this Agreement shall waive the rights and defenses to which the Village may be entitled thereunder.)*

The committee reviewed the Village Social Media Policy as prepared by the Village attorney, and the Fire Department's Standard Operational Guidelines. Chief Kerkman stated he and Eric Adamski will be the Fire Department's Facebook administrators and Josh Alexander will be maintaining the page. The Clerk will be creating a Village Facebook page and will be the page administrator and maintain the page. Motion Carlson, second Evenson to approve the Social Media Policy and the Fire Department's Standard Operational Guidelines. M.C.

Evenson reported he contacted Stratford Sign to design signs for Gateway Park and Sunset Point Park. This will be referred to the Public Property Committee for review and recommendations. The Clerk will contact Stratford Sign for pricing. This will most likely be a budget item for 2021.

Vruwink reported someone drove their vehicle through the aqua skiers site onto the recreational trail (which is not for motorized traffic). Additional fill and large rocks will be placed in that area.

Motion Evenson, second Carlson to approve the Public Property Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. The Board reviewed the revised water utility budget. Evenson has been in contact with Ehlers, the auditors, and the Village attorney for their guidance regarding the Village taking over business park infrastructure debt. The budget will be reviewed again at the August meeting. Vruwink reported on a communication issue between the well and tower. The antenna was raised ten feet and there have been no issues so far. Motion Evenson, second Honkomp, to approve the Water Utility Committee report. M.C.

WASTE WATER 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.* Motion Honkomp, second Evenson to approve minutes of March 4, May 6, and June 10, 2020 meetings. M.C.

CLERK'S REPORT: Arndt reported Open Book was held June 11 and Board of Review met June 18. No one appeared before the Board. Motion Evenson, second Steward to approve minutes of the Board of Review meeting. M.C. The WI Elections Commission received funds under the CARES Act to help prevent, prepare for, and respond to coronavirus, domestically and internationally. Subgrants were awarded to municipalities with a base amount of \$200 plus \$1.10 per registered voter in the municipality to cover postage costs for mailed absentee ballots. Arndt reported she will also apply for a State of WI Department of Administration Roads to Recovery grant. Arndt stated she was again awarded a Diamond Certificate by the WI Municipal Clerk's Association for education hours earned in 2019-2020. Motion Evenson, second Steward to approve the Clerk's report. M.C.

PRESIDENT'S REPORT: Pay Application # 7 from Eagle Construction for \$57,665.00 was reviewed. Motion Evenson, second Honkomp to approve payment. M.C.

Evenson reported the Village did not receive a grant applied for from the Legacy Foundation to purchase a parcel along Biron Drive for a Village park. The Village does have a Letter of Retroactivity from the DNR for land acquisition and will also be pursuing other funding sources.

There are now forty boat slips installed in the Bridgewater development area. Twenty-four of twenty-five rental slips have been rented. One person has paid a deposit to be on the wait-list for the 2021 season. Signs were installed on the slips June 26.

There was excess garbage in the docks area over the July 4th weekend. Vruwink reported that is not a normal occurrence in that area but will continue to monitor. At this time he feels the number of garbage receptacles in the area is sufficient.

A resident commented on the amount of use the recreational trail gets. Walkers are coming from all over the area to use it. The Clerk reported she received several emails from users of the trail stating how much they appreciate the area.

Several residents expressed interest in sponsoring a memorial bench, picnic table, etc. along the walking trail or in the Aqua Skiers area in the Bridgewater development area. Evenson stated nothing is allowed in the buffer zone without consent of Consolidated Water Power Company but there are other areas that don't require CWPCo approval. This request will be referred to the Public Property Committee.

Evenson stated he's been in contact with Pete Wolter of the DNR about the timeframe for Biron to address the "Letter of Credit" financial guarantee regarding recreation/access features at Bridgewater.

Motion Honkomp, second Steward to approve the President's report. M.C.

ADJOURN: Motion Honkomp, second Carlson to adjourn at 8:35 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____

Jon T. Evenson, President