

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – AUGUST 10, 2020**

The August 10, 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. Also present: 7 guests

MINUTES: Minutes were reviewed from the July 13, 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 August 10. All bills, non-lapsing accounts, and journal entries for the Village and Utility departments were in order. Motion Muleski, second Carlson to approve all bills and journal entries for June and to approve the Committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for July 2020: \$665,732.71. Expenses: \$313,715.47. General checking account bills were paid on check #'s 22478-22560 with 8 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of July bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$958,620.02. Utilities Checking: \$201,094.64. Money Market \$359,896.66. Utility bills were paid on check #'s 4400-4415. Non-Lapsing Fund: \$14,469.59. A list of all checks paid for Utilities was included for the Board to review. Motion Honkomp, second Muleski to approve the July Treasurer's report. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief David Kerkman reporting. July training was on hose bed lays. There were 9 emergency calls in July. Current department roster is at 17. Recruitment is on-going. Chief Kerkman thanked Dan Muleski for his 29+ years on the Department. He has gone to Auxiliary status and will be assisting with fund raising. Motion Muleski, second Guillemot to approve the Fire Department report. M.C.

PERSONNEL COMMITTEE REPORT: Chairperson Mark Honkomp reporting. The Committee did not meet in July.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Ordinance Chapters 12-17 were revised at the last two Committee meetings. Codification is nearly complete and a public hearing will be held later in the year for approval. Motion Evenson, second Muleski to approve the Legislative, Ordinance and Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. The Committee met August 10. Wastewater consumption is measured by a flume owned by ND Papers. The main mill and woodroom uses a digital read out for the flume. We have been consistently receiving erratic readings from this system. Vruwink has been contacting the maintenance manager to inform him that their system is not functioning properly. During the mill's down time this summer Vruwink met with Tim Engelein to see if we can resolve the problem. They found the flume was

clogged with toilet tissue and this was causing the meter not to read accurately. The mill felt the issue was resolved. The cost department requested a revised bill. We asked that we be allowed three months to see what their usage is and they agreed to give a three month period to see what our readings show before adjusting their billing. Vruwink is going to contact Tim Engelein to see if we can wait until the end of the year to seek usage amounts because the mill has not been running for a few months. Vruwink will suggest to Tim to purchase a 500 gallon tank that would fill and empty to measure the wastewater usage.

Vruwink reported that the lift station control box needs to be replaced. Estimated cost is \$11,000. The case is rotting and needs to be installed in a higher location.

Terra completed the sewer lining last year and has received the videos that the City of Wisconsin Rapids completed for the Village. Terra indicated we needed to add grouting to our bid last year to fix the smaller leaks. Vruwink is investigating their response. There are a few problem areas where there is leaking that Terra will need to correct.

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

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Mike Guillemot reporting. The committee reviewed draft drawings of signs for Gateway and Sunset Point parks provided by Stratford Signs. They felt a 4' x 6' sign is too large for Sunset Point; a 2' x 3' would fit better there. Dan Drexler from Stratford Signs was present at the Board meeting and reviewed the draft sign quote. They would be two-sided, non-lighted cedar signs. The bridge over the top area is fabricated aluminum. The Village crew is able to install the signs which will save \$1,545.00. Mr. Drexler stated he will agree to split the quote for two signs if one is installed in 2020 and the other in 2021. The Committee will meet to discuss any revisions and report to the Board.

Celebration items in Bridgewater area: previously, the Board has agreed items throughout the Village shall be uniform. Park benches now installed along the recreational trail have a rounded back and installing a memorial plaque on the back will be difficult. The committee chose a few benches from a Kirbybuilt catalog they felt are suitable. The committee agreed the number of benches should be limited. Since the items will be placed in the buffer zone, permission will have to be granted by FERC. Vruwink stated he located a few areas that would be suitable for a bench.

The committee recommends items at Sunset Point Park be limited to one bench and one picnic table. This item will be deferred until the Village actually owns the property and the structure on it is razed.

Vruwink reported the concrete approach to the fishing pier at Gateway Park is complete and railings need to be installed. He did receive a bid for \$11,260.00. A Village crew member is able to make the railings for a cost of \$896.00. Motion Muleski, second Guillemot to have the Village crew construct and install the railings. M.C.

Motion Muleski, second Steward to approve the Public Property Committee report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. Verso has a past due account balance of \$1,255.21 from 1-20-16. Verso filed bankruptcy in 2016. This process is to clear the Village books of a past due balance that we will never be reimbursed for by Verso. Motion Carlson, second Muleski to remove the account balance from Village accounts. M.C. with one No vote.

Utility customers with past due accounts are unable to be disconnected until 9-1-20 per the PSC due to the COVID-19 situation. The Utility Clerk sent a letter to utility customers that are delinquent with their accounts 60 days or more requesting them to contact her to make payment arrangements.

Motion by Carlson, second Honkomp that the Board accept the revised 2020 Water budget and reimburse the Water Utility the funds already spent in 2020 on the water loan; principal payment of \$75,000 and interest payment of \$9,562.50; and make an interest payment of \$8,625.00 in November. This is done with the following understandings: (1) that the Board, as provided by Village ordinance, has the authority as Water Commission to accept the budget; (2) that there has been a financial review that the Village has the resources to assume the above obligation; (3) that the Village will assume the loan obligation using TID funds as the loan was incurred for providing water infrastructure at the Business Park; (4) the Village will use the General Fund to satisfy the adjustment to payment in lieu of taxes and that the Village 2020 budget, adopted in 2019, includes payment in lieu of taxes; (5) the Village understanding is that these financial arrangements allow the Water Utility to adopt a balanced and functioning 2020 budget; (6) that the Village understands that these financial arrangements apply to the year 2020 only. However, the Village will allow the Water Utility to return in subsequent years to arrange similar adjustments; (7) that the Village understands that the Water Utility is and will continue to take appropriate actions in the future to enhance Water Utility future revenues. M.C.

Vruwink reported that the PLC main controller at the well went out. This is a vital component and was replaced with an estimated price of \$2,300.00. Vruwink also reported on the Eagle Road project. He indicated the bid price had included some items of service that the project ended up not needing. One hydrant did need to be repositioned and he contacted a firm out of Appleton to do that project using a different method at a reduced price. A separate bill will be presented for that service.

Motion Muleski, second Guillemot, 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 Evenson, second Guillemot to approve minutes of July 1, 2020.

CLERK'S REPORT: Arndt reported the Village received a Routes to Recovery grant for approximately \$13,000, which may be used to reimburse necessary, unbudgeted expenses incurred due to the COVID-19 public health emergency. Motion Muleski, second Evenson to approve the Clerk's report. M.C.

PRESIDENT'S REPORT: Pay Application 1-FINAL from Earth, Inc. for \$133,678.57 was reviewed. Motion Evenson, second Honkomp to approve the expenditure. M.C. This is for the shoreland buffer area. The invoice will be paid in full and Earth will pay the Village twenty-five percent (\$33,419.65) to be held in escrow to replace all dead trees and shrubs.

Final Pay Application from Eagle Construction for \$12,722.00 was reviewed. Motion Muleski, second Honkomp to approve the expenditure. M.C. This is for the restroom and shelter.

Pay Application 2-FINAL from Earth, Inc. for \$251,725.67 was reviewed. Motion Evenson, second Muleski to approve the expenditure. M.C. The original pay application was for \$278,725.67 and \$27,000 was deducted as liquidated damages to cover engineering costs. This is for recreational improvements.

Final billing from Lampert-Lee & Associates for \$27,000.00 was reviewed. Motion Muleski, second Honkomp to approve the expenditure. M.C. This is for recreational improvements.

Keith Helmrick announced a grand opening celebration at Bridgewater on August 26. Ribbon cutting will be at 4:00 p.m. followed by a reception from 4:30 to 6:30 p.m.

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

ADJOURN: Motion Honkomp, second Muleski 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