

## **REGULAR VILLAGE OF BIRON BOARD MEETING OCTOBER 11, 2010**

The October 11, 2010 Regular Board meeting was called to order by President Jon Evenson at 6:30 p.m. at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

**PRESENT:** Trustees: Tammy Steward, Susan Carlson, Tim Krause, Dan Muleski, Bob Walker and June Siegler. Also in attendance was Public Works Supervisor Rick O'Keefe, Treasurer Pam Witt, twelve residents and / or interested parties including various representatives for Consolidated Water Power Co and members of the Biron Plan Commission.

**MINUTES:** Minutes were reviewed from the Regular Board Meeting held on September 13, 2010. **Motion** Muleski to accept the minutes from the Regular Board Meeting held on September 13, 2010, seconded Steward. M.C.

**FINANCE & BUDGET COMMITTEE:** Chairperson Walker reporting. **Review All Bills, Non Lapsing Accounts and Journal Entries for the Village, Water and Wastewater Departments** – Committee reviewed bills, non lapsing accounts and journal entries for September and October and found them to be in order. **Motion** Siegler to pay all bills for the Village, Water Utility and Wastewater Departments, seconded Muleski. M.C. **Review CD Investments & Renewals** – Committee reviewed the CD's and renewal dates. A clarification was requested of the clerk on the allocation of the funds from a September matured CD. After clarification all was found to be in order. **Update on Accounting Work** – The assets spread sheets were reviewed by committee. Trustee Tim Krause, whom met with Auditor Jeff Cohen, gave a brief summary of the worksheets. The capital assets captured the fixed assets and assets though the wastewater system. It is straight line depreciation. **Motion** Krause to accept the Finance and Budget Committee report, seconded Carlson. M.C.

**TREASURER'S REPORT:** Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The checking account balance on hand September 30, 2010 is \$203,914.65. The balance includes total receipts of \$737.00 and expenditures of \$92,166.36. Investment accounts through September: Village Non-Lapsing Fund CD's \$395,957.07. **Water Utility:** Checking \$50,065.83, Money Market \$29,138.74, Non-Lapsing Fund \$69,443.12. **Wastewater Department:** Checking \$10,367.05, Non-Lapsing Fund \$14,299.67. **Motion** Walker to accept the Treasurer's report, seconded Siegler. M.C.

**AT THIS POINT OF THE MEETING CONSOLIDATED WATER POWER CO. PRESENTED THEIR INFORMATIONAL PRESENTATION WITH RESPECT TO PROPOSED LAND DIVISION** – this is part of the President's report but was moved to this part of the meeting for efficiency purposes for all parties involved – the entire board was in favor. Tom Witt, Consolidated Water Power Company, Don Chaput, Chaput Land Surveys, and Henry Gempeler, Attorney with Foley & Lardner discussed the process and timeline that will need to happen to complete the utility sell including substations with Water & Light. The substation and utility assets would be sold to Water & Light, and the hydro dam sell would be a different timetable and issue. To complete the utility sell, land division will be necessary. Nothing new is going to be built but the lot lines will be reviewed. Consolidated Water Power Company and / or NewPage would maintain what land they could and just sell the area that the substations are on. The sell will include the substation and utility and the land division will convey just what is needed to operate the utility and to prevent any party from being landlocked to their land. The transmission line that crosses the river is currently under CWPCO ownership and will be transferred to NewPage ownership and 2/3 of an area in the grinder room building which is currently in CWPCO's name would be retained by CWPCO and 1/3 will go to NewPage. The entire process would require meeting with Plan Commission for approval and / or Board of Appeals for a variance request. The Public Service Commission will need to review the application and should reach their decision after the 1<sup>st</sup> of the year. A question was raised in concern to Bridgewater, a matter that the Village has significant interest and investment in and has FERC approval. Consolidated Water Power Company has put the Bridgewater issue on the back burner. President Evenson requested that the decision to put the Bridgewater matter on standstill be reviewed in light of the investment by the Village.

**PUBLIC WORK'S COMMITTEE REPORT:** Chairperson Steward reporting. **Public Work's Supervisor Update-** Committee did not meet this month and there were no updates to report. There was some discussin about the culvert replacement on 32<sup>nd</sup> Street / Kahoun Road as to whose responsibility it was for the replacement of that culvert. Further research will be done but it is a Village Road that we are responsible to maintain and the culvert is on a navigable waterway.

**WATER UTILITY COMMITTEE:** Chairperson Krause reporting. Committee did not meet this month but will be meeting to finish the budget for the next board meeting. **Water Superintendent's Update** – The back pressure and relief valve pressure kits have been installed per the DNR recommendations.

**LEGISLATIVE, ORDINANCE & ZONING COMMITTEE:** Chairperson Muleski reporting. **Review Building Permits** – Building permits were reviewed and found to be in order. Committee questioned if a permit had been pulled for a driveway on 32<sup>nd</sup> Street and it was not. **Update on Variance Request** – Committee reviewed the variance request that was approved by the Board of Appeals. **Review Ordinance Complaints & Violations** – Committee discussed a fence that was put in a floodplain area against ordinance. No action was taken at this time. **Discuss Shoreland – Wetland & Floodplain Zoning Ordinance** – Committee is working with Wood County Planning & Zoning office on these ordinances. Wood County Planning & Zoning is checking with the DNR. **Review Ordinance Books & Updating** – Several ordinance books are missing but the ones left at the office will be updated along with a possible update to the website on the formatting and ease for retrieval of the ordinance. **Motion** Siegler to accept the Legislative, Ordinance & Zoning Committee Report, seconded Walker. M.C.

**PUBLIC PROPERTY, SAFETY & WELFARE COMMITTEE:** Chairperson Carlson reporting. **Budget work for Municipal Center, Park & Fire Department** – Committee worked on the budgets and completed them for submittal to the Finance & Budget Committee. **Motion** Muleski to accept the Public Property, Safety & Welfare Committee Report, seconded Krause. M.C.

**PERSONNEL COMMITTEE:** Chairperson Siegler reporting. **Possible Options for Changes to the Handbook Policy for Non Union Employee Policy Holders** – Committee discussed PTO time and felt it would not serve a purpose at this time but would review it at union negotiations. **Motion** Siegler to accept the latest handbook policy, seconded Walker. M.C.

**WASTEWATER COMMISSION:** Commission Member Tammy Steward. *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.* - **Review Minutes from September 14, 2010 and the October 6, 2010 Wastewater Commission meeting** - A spread sheet was distributed to the Village Board by Public Work's Committee showing the City wastewater budget plus a copy of spreadsheet showing 6 years of our charges to the City. Otherwise all was going well at the plant. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Krause. M.C.

**PRESIDENT'S REPORT:** President Evenson reporting. **Informational Presentation by NewPage with Respect to Proposed Land Divisions** – reported after Treasurer's Report. **Action on Disaster Declaration** – After the recent flooding, the paperwork was signed and sent to Wood County Emergency Management that allowed us to make claims if necessary. The Village did not suffer any losses but had some labor involvement. **Motion** Krause to accept the Disaster Declaration as submitted to Wood County Emergency Management, seconded Walker. M.C. **Capital Improvement Planning Services Proposal** – MSA has submitted a proposal for services to develop a Capital Improvement Plan. Once this plan is developed it would give the Village Board guidance and allow the Village to apply for grants that currently we are not eligible for. **Motion** Evenson to refer the Capital Improvement Plan proposal to the Public Works committee for review with MSA, seconded Steward. M.C. **MSA Task Order for Completion of TIA Alternatives for WIDOT Proposal** – The TIA was accepted at the September 10, 2010 meeting but required additional information. MSA submitted the final task to complete the TIA as required. **Motion** Muleski to approve the task order with MSA to complete the TIA at a cost of \$4,075.00, seconded Carlson. After discussion it was agreed that the TIA would not be signed until some of the dates were adjusted and completion date was clarified. M.C. **River Cities Pool Discussion Group – Biron Representation** – President Evenson & Trustee Walker attended the discussion group. The pools in Wisconsin Rapids have about a 5 year life span yet, Nekoosa's pool will be closing and Port Edwards pool has limited life. The group discussed a joint pool where private and public dollars would be utilized. Revenue would / should cover the operational costs. **Motion** Evenson to approve Village of Biron's participation in the River Cities Pool Group and approve Trustee Bob Walker as our official designee, seconded Muleski. M.C. **Viewing of Public Officials Liability Video** – Members of the board will view the video at their leisure and then at the November board meeting there will be a question and answer period held with representatives from the League of Wisconsin Municipalities Mutual Insurance Company and Westland Insurance Company. **Motion** Muleski to accept the President's report, seconded Steward. M.C.

**ADJOURNMENT:** **Motion** Muleski to adjourn the October 11, 2010 board meeting, seconded Krause. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk