

REGULAR VILLAGE OF BIRON BOARD MEETING AUGUST 8, 2011

The August 8, 2011 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, Doug Egge, Dan Muleski, June Siegler and Bob Walker. Also in attendance were Treasurer Pam Witt, Public Works Supervisor Rick O'Keefe, Clem Safranik and Kirk Skoog from MSA Professional Services, Attorney JP LaChapelle representing Midwest Cold Storage Realty and two residents.

PUBLIC COMMENT: Norman Reinwand discussed the recent rains and the culvert that crosses to the river on South Biron Drive. He feels that this culvert needs to have the roots cut out and possibly be lowered as it always has water standing in it that could create a backwash. This is a 30 foot culvert with roots coming through the joints. It is cleaned every year but may need to be done twice a year. The manhole needs to be replaced. Ron Gielczyk also discussed the recent heavy rain and wondered if something could be done on Cranberry Road with the storm system or possibly dredging the ditch east of Cranberry Road to allow the ground water a place to drain to. An e-mail received in the office from a resident also requested that the ditch be looked at and dredged. Ron Gielczyk also mentioned that the black sealant put on some of the roads this summer has not settled and is being tracked into homes and vehicle tires leave marks in the road.

MINUTES: Minutes were reviewed from the Regular Board Meeting held on July 11, 2011. **Motion** Carlson to approve the minutes from the July 11, 2011 Regular Board Meeting, seconded Steward. M.C.

FINANCE & 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 and found them to be in order. **Motion** Walker to pay all bills for the Village, Water Utility and Wastewater Departments as recommended by the Finance & Budget Committee and approve all journal entries, seconded Steward. M.C. **TID Expenses** – Kirk Skoog, MSA Professional Services compiled the invoiced amounts that can be submitted to the EPA for grant reimbursement. Currently there is a total for TID 3 of \$156,845.17 to Lampert Lee and Associates and \$86,264.84 will be returned to the Village with the EPA grant. There is \$29,151.37 to MSA Professional Services and \$16,033.25 will be returned with the EPA grant. A side question was asked about a committee contacting our attorney for legal advice. It was felt that some advice would be needed with the changes initiated with the State budget but that all correspondence should be shared with the board. **Motion** Carlson to accept the Finance and Budget Committee report, seconded Walker. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The report of expenditures and receipts was reviewed. The checking account balance on hand July 31, 2011 is \$60,169.89. The balance includes total receipts of \$171,515.08 and expenditures of \$139,005.76. Investment accounts through July: Village Non-Lapsing Fund CD's \$341,213.30. **Water Utility:** Checking \$94,555.72, Money Market \$35,544.58, Non-Lapsing Fund \$70,603.09. **Wastewater Department:** Checking \$11,636.35, Non-Lapsing Fund \$14,306.92. **Motion** Walker to accept the Treasurer's report, seconded Siegler. M.C.

PUBLIC WORK'S COMMITTEE REPORT: Chairperson Steward reporting. **Work on Preliminary Budget** – Public Works Committee members have completed their budget for 2012. **Discuss Funding for Jet Rodder** – Committee recommends that the board do a pre-approval on funding a used jet rodder truck up to the amount of \$100,000.00 with a 5 year loan from the state trust fund. This pre-approval would allow the committee to act quickly when a deal comes along. The truck would be funded equally from Public Works equipment replacement, storm sewer, wastewater department and water department. **Motion** Muleski to pre-approve a purchase amount of \$100,000.00 with the plan to borrow from the State Trust Fund, seconded Steward. M.C. The current 1980 jet rodder truck has been owned by the village for 13-14 years. The water tanks are rusting out and have very little strength that would allow for patching. **Discuss Options for Storm Water Discharge in Sanitary Sewer** – This has been referred back to committee. **Public Work's Superintendent's Update** – The corner of South Biron Drive and Eagle Road was fixed. The shrub trimmer was replaced with a gas one. **Motion** Egge to accept the Public Works Committee report, seconded Carlson. M.C.

WATER UTILITY COMMITTEE: Chairperson Egge reporting. **Color and Painting of Water Tower** – Committee agreed to pay the additional \$3,900.00 to paint the base of the water tower a Chilean red along with the block style letter in the red and the ball will be Tnemec white. **Review 2011 Annual Waterworks Inspection** - Glenn Falkowski, DNR, was here for the annual inspection and inspected the tower and well site. The report

was reviewed at the board meeting. A few required actions need to be taken such as developing a comprehensive cross connection plan and updating the private well abandonment / permitting program. Otherwise the inspection went well. **Motion** Siegler to accept the Water Utility Committee report, seconded Muleski. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE: Chairperson Carlson reporting. **Carpet Cleaning** - Committee will get a couple of quotes to have the carpet cleaned after the Cranberry Breakfast. **Second Entry Door** – Public Works Supervisor will look into costs for an air lock system of entry. The doors will be handicap accessible. The weather stripping on the current doors will be re-done to seal the cracks. **Window Closure in Entry Way** – If a second entry is done there would be no need to change the pull down door that opens to the office for bill payments. **Freezer Placement and Setup** – The current placement of the freezer is fine but the wheels need to be taken off and power run to it. **Playground Improvements** – The improvements to the playground will be done in September or October after school starts. **Painting of Outside Doors** – The doors at the municipal center will be cleaned and painted. **Replacement of Silverware, Pots & Pans at the Municipal Center** – Committee liked a pattern of the silverware but the cost was not clear so this will be checked on and reported at the next meeting along with costs for pots and pans. **Solar Street Lights on Shore Acres** – More research will be done on this subject.

WASTEWATER COMMISSION: Commission Member Steward reporting. *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 the August 3, 2011 meeting** - Minutes were distributed for review. No one from the Village attended this meeting but according to the minutes stated that the invoices were reviewed and action was taken on change orders. **Motion** Muleski to accept the Wastewater Treatment Commission report, seconded Evenson. M.C.

PLAN COMMISSION: President Evenson reporting. **Revision to Midwest Cold Storage Realty Agreement** – The revisions to the first amendment to the tax incremental district #2 development agreement were reviewed. This agreement was reviewed by the village’s legal counsel. **Motion** Evenson to accept the first amendment to the tax incremental district #2 development agreement between the Village of Biron and Midwest Cold Storage, Realty, LLC, seconded Carlson. M.C. **Recommendation and Resolution to Borrow Funds from the State Trust Fund for Midwest Cold Storage Realty (TID 2) for Construction Reimbursement** – **Motion** Muleski to accept resolution 7-11 to borrow \$452,000.00 from the State Trust Fund for financial assistance to Midwest Cold Storage Realty located in TID 2, seconded Egge. M.C. with all seven trustees in favor. **Comprehensive Plan** – Any changes are to be submitted to Gary Popelka, Wood County Planning & Zoning, by September 5th. The next meeting for Plan Commission to review any changes is on September 22nd. **Motion** Walker to accept the Plan Commission report, seconded Egge. M.C.

PRESIDENT’S REPORT: President Evenson reporting. **Capital Improvement Program** – MSA presented the revised CIP plan with the list of projects and project funding summaries. This is a five year plan that can and should be modified as needed. **Motion** Siegler to accept the 5 Year Capital Improvement Plan 2012-2017, seconded Steward. M.C. **Review Zoning Board of Appeals Variance Meeting Minutes** - Board of Appeals met to hear a request from Mark Honkomp for a variance to build an addition to his garage closer to the road than the required setback. The members of this committee voted unanimous to grant this variance request. **Budget Process** – A timeline was distributed to explain when items should be completed for the budget process. Committees should be working in August & September on their budgets. **Motion** Muleski to accept the President’s Report, seconded Steward. M.C.

ADJOURNMENT: **Motion** Muleski to adjourn the August 8, 2011 board meeting, seconded Steward. M.C.

Respectfully Submitted,

Debra Eichsteadt, Clerk