

**VILLAGE OF BIRON REGULAR BOARD MEETING  
MINUTES – January 11, 2021**

The January 11, 2021 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, Mike Guillemot, Mark Honkomp, and Dan Muleski. Also present: 11 guests

**MINUTES:** Motion Carlson, second Honkomp to approve minutes of the December 14, 2020 Board Meeting as printed. M.C.

**PUBLIC COMMENT:** None

**FINANCE & BUDGET COMMITTEE:** Chairperson Patty Gapen reporting. The committee met January 6. All bills, non-lapsing accounts, and journal entries for the Village and Utility departments were in order. The committee recommends a \$250 bonus for all full time Village staff payable January 15 for covering Public Works Director duties. The committee approved a letter she drafted regarding an email scam and resolution. The Clerk was asked to email the letter to the individual involved. Larry Koopman, Lampert-Lee & Associates, explained October and November invoices were charges for Buy America Certification requirements, which were unknown at the time of his original bid to the Village. Motion Muleski, second Honkomp to approve all bills and journal entries for December, the bonus for full time employees, the email resolution letter, and payment of October and November Lampert-Lee invoices. M.C.

**TREASURER'S REPORT:** Treasurer Pam Witt reporting. Totals reported to the Finance Committee are: Receipts for December 2020: \$1,352,833.36. Expenses: \$293,669.83. General checking account bills were paid on check #'s 22845-22948 with 6 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of December bills paid from the General Fund was included for the Board to review. Village Non-Lapsing Fund \$908,418.60. Utilities Checking: \$163,697.66. Money Market \$251,987.75. Utility bills were paid on check #'s 4477-4498. Non-Lapsing Fund: \$14,478.67. A list of all checks paid for Utilities was included for the Board to review. Motion Muleski, second Carlson to approve the December Treasurer's report. M.C.

**BIRON VOLUNTEER FIRE DEPARTMENT REPORT:** Josh Volz reporting. Eight medical and four fire calls were made in December. Total calls made in 2020 are 95. Active roster is 18. Cold water suits were purchased and training with them was done in December. The Fire Department members thank the Board for their support in 2020 and for providing the department with the equipment to keep them efficient and the community safe. Muleski expressed his appreciation and thanks to Chief Kerkman for his efforts in communicating with other fire departments, recruiting new members, and his dedication. Motion Honkomp, second Muleski to approve the Fire Department report. M.C.

**PERSONNEL COMMITTEE REPORT:** Chairperson Mark Honkomp reporting. Honkomp introduced Zach Trzebiatowski, who is the new Public Works Director/Water Superintendent. The committee will meet in closed session after the President's Report. A closed session meeting will be held immediately following the President's report. Motion Muleski, second Honkomp to approve the Personnel Committee report. M.C.

**LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT:** Chairperson Dan Muleski reporting. The Committee met January 4 to finalize ordinance revisions. 17.102 Business sign size and location: Increase sign size from 12 square feet to 15 square feet. Add wording: Off premise signs are not permitted in residential area unless approved by Village Board. 17.95 Storage and parking of recreation vehicles: (b)(4) Body of recreation vehicle or boat must be at least twenty (20') from the face of any curb, sidewalk, recreation trail, or street. Add: Limited one recreation vehicle storage per residential property. 17.15 Nonconforming Clarification: a)1)b Change wording or reference to conform with shoreland zoning. 17.20 Districts: Change to 12 basic zoning districts (not 11). Add B-2 Business District. Motion Muleski, second Steward to approve the update of Chapter 17. M.C. Motion Muleski, second Guillemot to approve a Special Class "B" retailer's license to Kellner Knights Snowmobile Club for a one-day event to be held February 13, 2021, along the river adjacent to 3560 North Biron Drive. M.C. Motion Guillemot, second Evenson to approve the Ordinance Committee report. M.C.

**PUBLIC WORKS COMMITTEE REPORT:** Chairperson Tammy Steward reporting. The 32<sup>nd</sup> Street lift station control panel box needs to be replaced. B & M provided a quote of \$11,353.00. Motion Muleski, second Steward to accept the quote, with the invoice to be paid from the Storm/Sanitary Sewer non-lapsing fund. M.C. Eagle Road has excessive dirt, wood chips, etc. left by semi trucks coming from ND Papers. Steward requested the utility clerk to send a letter to the mill requesting they remind drivers to clean their trucks prior to leaving the mill. If ND has the ability to sweep the street they are requested to do so. If not, they could contract with the Village to have the crew do the sweeping. The Clerk corresponded with Gerke Excavating regarding additional charges for work done and learned it was for additional blacktop, extra fill, etc. Motion Muleski, second Evenson to pay \$20,000 and notify Gerke the Village is disputing the additional charge (marking the road on 72<sup>nd</sup> Street North) and will be reviewing it. Payment to be made using funds from the Resurface Village Streets non-lapsing fund. M.C. Motion Honkomp, second Muleski to approve the Public Works Committee report. M.C.

**PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT:** Chairperson Mike Guillemot reporting. The committee will be meeting to discuss door replacement in the municipal center and dock rentals. As of today's date, with 25 public slips, 21 people have made deposits to reserve a slip and 13 are on the wait list. Discussion was held on possibly purchasing additional boat slips and where they would be installed. An updated map of boat slips with numbers will be obtained to post in the kiosk by the boat landing. Motion Muleski, second Honkomp to approve the Public Property Committee report. M.C.

**WATER UTILITY COMMITTEE REPORT:** Chairperson Sue Carlson reporting. A quote was obtained for repairs at the well. Motion Honkomp, second Evenson 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 Honkomp to accept minutes of the November and December 2020 Commission meetings. M.C.

**CLERK'S REPORT:** A primary election will be held February 16 for State Superintendent of Public Instruction. April 6 is the Spring Election. The Wood County Board adopted a resolution in December 2020 recognizing work done by municipal clerks and election workers for the November 3, 2020 election. Motion Steward, second Guillemot to approve the Clerk's report. M.C.

**PRESIDENT'S REPORT:** Evenson reported on assessed value of the Village, TID values, etc. that affect the levy. Motion Honkomp, second Muleski to approve the President's report. M.C.

**PERSONNEL COMMITTEE:** Motion Honkomp, second Muleski to enter into Closed Session at 7:40 p.m. pursuant to Wis. Stats Section 19.85 (1) (c), for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically, to consider a benefit package for the Public Works Director/Water Superintendent position. Upon Roll Call Vote: Evenson – yes; Carlson – yes; Gapen – yes; Guillemot – yes; Honkomp – yes; Muleski – yes; Steward -yes. M.C.

Motion Honkomp, second Muleski to reconvene in Open Session at 7:50 p.m. Upon Roll Call Vote: Evenson – yes; Carlson – yes; Gapen – yes; Guillemot – yes; Honkomp – yes; Muleski – yes; Steward -yes. M.C.

Motion Honkomp, second Steward to proceed as discussed in Closed Session. M.C.

**ADJOURN:** Motion Honkomp, second Guillemot to adjourn at 7:51 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Jon T. Evenson, President