

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – February 10th, 2025**

The February 10th 2025 Regular Village Board meeting was called to order at 6:30pm by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Mark Honkomp, Mike Guillemot, Jamie Biegel, Dan Muleski, Tammy Steward, Jon Evenson, Samantha Daugherty, Kayla Lumaye, Peggy Doughty; **Absent** Patty Gapen. Chief Shawn Dillingham, 4 public members

MINUTES: Motion Guillemot, Second Muleski to approve minutes of the January 13th Regular Board Meeting as printed. Motion carried.

PUBLIC COMMENT: 4 members of the public were present and there were no comments.

FINANCE COMMITTEE: Jamie Biegel reporting. The committee met on February 5th. The committee discussed the incentive payment and first amendment for Dynamic Roofing and had additional questions. Opted to discuss with board members in closed session at board meeting. Moved closed session to end of board meeting. Discussed Fire Department invoice from DingesFire Company. Motion Biegel, Second Muleski to approve the payment of \$3365 to DingesFire Company using the budgeted funds for Turn Out Gear. Motion carried. Committee discussed upcoming training for clerk Daugherty, Motion Evenson, Second Biegel to approve the upcoming training for Clerk Daugherty to attend the Clerk Treasurer Institute remotely for a cost of \$499 from July 14th to July 18th and WEC Clerk Training September 30th and October 1st for \$95. Motion carried. Motion Mueski Second Honkomp to approve all bills, non-lapsing accounts, and journal entries for the Village and utility departments and to approve Finance Committee report. Motion carried.

TREASURERS REPORT: Clerk Samantha Daugherty reporting for vacant Treasurer. Totals reported to the Finance Committee: Receipts for January \$1,369,309.95 and Expenses \$1,643,618.98. General checking account bills were paid on check 's 26249-26344 with seventeen electronic payments to IRS, Empower, WRS, WWL&C, Kwik Trip, NPESB, WI Dept of Revenue, Elan Financial, WM, Bauernfeind. A list of January bills paid by the General Fund was included for review in the packet. Village Non-Lapsing Fund: \$1,084,089.68. Village Passbook savings \$1,798,479.55. Village Checking \$78,640.11. Utilities Checking: \$23,203.80, Water Money Market: \$717,600.53. Utility bills were paid with checks 5254-5270. A list of all checks paid for Utilities was included for review. Motion Muleski, second Biegel to approve the Treasurer's report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dillingham reporting. The department had 20 calls for January: 9 Medical and 11 Fire calls. Department had 1 member start EMR class in Stevens Point, 1 member start ELFF class in Wisconsin Rapids and 3 members start FF2 class in Wisconsin Rapids. Department had 1 member receive Firefighter 1 certification and 2 members receive Fire Inspector certification. The department hosted the Wood County Fire Chief's Meeting. Chief Dillingham applied for the AFG Grant for approximately \$52,000 for new radios. Chief Dillingham applied for Bridge Grant from Incourage Community Foundation for an inflatable boat to

be used for ice and water emergencies. Chief Dillingham also discussed some updates that are needed regarding budget and ledger changes and will be working with clerk Daugherty and auditors. Motion Muleski, Second Honkomp to approve Volunteer Fire Department report. Motion carried.

PERSONNEL COMMITTEE REPORT: Chairperson Honkomp reporting, no report.

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Muleski reporting. Reivewed draft of Short Term Rental Ordinance and will take back to committee to revise. Evenson mentioned a resident on Cardinal Street that is having some trouble keeping their dog in the yard. Muleski discussed possible letters to be sent to residents along Hwy 54 regarding snow removal on sidewalks. Motion Guillemot, Second Biegel to approve the Legislative, Ordinance and Zoning Committee report. Motion carried.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Steward reporting. Superintendent Lumaye and Evenson met with MSA and discussed wanting MSA's guidance on our statement and presentation work for the new wastewater agreement with Wisconsin Rapids. MSA provided a professional service agreement and committee and board wanted language changed to "not to exceed" for the cost. Motion Evenson, Second Muleski to approve the MSA professional service agreement with new language. Motion carried. The committee discussed the sale of the Ford dump truck and 4 tires through Wisconsin Surplus. Superintendent Lumaye provided updates from the sanitary sewer break and DNR non-compliance notice and what action is required. Lumaye will update the village's CMOM. The total cost of sewer break was \$20,482.82. Lumaye discussed possible pipe asset management programs and vendors and presented one quote and will obtain more and take back to committee to discuss further. No board action was taken on asset management. Lumaye presented a quote for new tires for the vac truck totaling \$3191.92. Motion Honkomp Second Muleski to approve the purchase of the new tires with funds from Truck/Equipment Non-Lapsing Account. Motion carried. Lumaye presented a quote from B&M Technical Services for an Eastech Flow Meter with 30' Sensor cable to replace a damaged flow meter. Motion Honkomp Second Guillemot to approve the invoice as presented from B&M for \$5392.50 Motion carried. Motion Guillemot, Second Biegel to approve the Public Works Committee Report Motion carried.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Guillemot reporting. Discussion about an updated quote from Lee Doors for the new Fire Department door. Motion Muleski Second Guillemot to approve the purchase of the door from Lee Door for \$6130 with a continuous hinge and same green color as the MC doors with funds from Municipal Center Upgrade Non-Lapsing account. Motion carried. Discussed the upgrade to the security system for the municipal center and will take back to committee for more discussion. Reviewed a quote from Motors and Controls for a new air compressor for the garage. Motion Muleski Second Biegel to approve the purchase for \$4845.38 using the Garage Maintenance non lapsing account and approved an early allocation of \$5000 for the Garage Maintenance non lapsing account. Motion carried. Motion Evenson, Second Honkomp to approve the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: Chairperson Jamie Biegel reporting. Discussed letter received from Public Service Commission. Utility must apply for a conventional rate case study this year. Peggy presented a quote from Kerber Rose for \$7500 to assist with completing the application and rate cast study. Motion Evenson Second Honkomp to approve having our auditors

assist with Rate Case Study. Motion carried. The board reviewed resolution 25-01 Approving the application to the public service commission for a conventional rate case study and approving Kerber Rose to assist the Village of Biron Utility to complete the conventional rate case study. Motion Honkomp Second Biegel to approve Resolution 25-01. Motion carried. Lumaye reported water tower work is set to begin April 15th. During repair time the tower will be taken offline and pressure will be maintained utilizing a variable frequency drive. Lumaye discussed need to relocate part of a watermain during the Cty Hwy U reconstruction project due to the location of a retaining wall. Committee and board asked Lumaye to contact Westwood to clarify plans and to ask when public will be informed of upcoming work. Lumaye stated when the project is closer to start date there will be more public information hearings. Motion Muleski, Second Biegel to approve the Water Utility Committee report. Motion carried.

WASTEWATER COMMISSION REPORT: *Note: The Wastewater 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.* Minutes from the January 8th meeting. Motion Evenson, Second Honkomp to approve the Wastewater commission report. Motion carried.

NEW BUSINESS: Evenson presented a letter he received from the PSC regarding some work being done in the area. Village office also received this letter and this was information only due to being adjacent to project area.

CLERK'S REPORT: Clerk Daugherty reporting. One additional training session became available after the Finance Committee meeting which is free training provided through our municipal insurance provider. Training will take place April 28th and 29th and Peggy and Kayla will cover office hours as this is in person training in Wisconsin Dells. Spring primary is Tuesday February 18th. Newsletter draft was reviewed. Clerk Daugherty presented a quote from Portage County Business Council for \$360 to join PCBC for 2025. Motion Evenson Second Guillemot to approve joining PCBC for 2025. Muleski opposed, Motion carried. Motion Honkomp Second Biegel to approve Clerk's report. Motion carried.

CLOSED SESSION: Entered closed session pursuant to §19.85(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session at 7:40pm. Roll Call Vote; Evenson Aye, Honkomp Aye, Guillemot Aye, Biegel Aye, Muleski Aye, Steward Aye. Returned to open session 7:55pm. Motion Evenson Second Biegel to approve Dynamic Roofing Incentive and First Amendment as written. Motion carried.

PRESIDENT'S REPORT: President Jon Evenson reporting. Thad Brown from Dynamic Roofing was present and provided an update on his building in the business park. Their shop is expected to be done around April 1st.

ADJOURN: Motion Honkomp, Second Muleski to adjourn at 8:03pm Motion carried.

Respectfully Submitted,

Approved by Biron Board of Trustees

Date: 03/10/2025

Samantha Daugherty, Clerk

Signed:  03/10/25
Jon T. Evenson, President