

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – December 8th, 2025**

The December 8th, 2025 Regular Village Board meeting was called to order at 6:35pm by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to the Wisconsin State Statutes.

ROLL CALL: Jon Evenson, Jamie Biegel, Patty Gapen, Mike Guillemot, Dan Muleski, Tammy Steward called into the meeting and Mark Honkomp excused. Also present Kayla Lumaye, Samantha Daugherty, Peggy Doughty

APPROVE MINUTES NOVEMBER 10TH REGULAR BOARD MEETING: Motion Biegel Second Gapen to approve the minutes as printed. Motion carried.

APPROVE MINUTES NOVEMBER 24TH SPECIAL BOARD MEETING: Motion Gapen Second Muleski to approve the minutes as printed. Motion carried.

PUBLIC COMMENT: 5 members of the public were present. No comments made during this time and will speak during the agenda item.

FINANCE COMMITTEE: Chairperson Gapen reporting. The committee met on December 3rd and reviewed bills and accounts. Village General Checking paid bills using checks 26890-26935 and Utility Checking on checks 5400-5411. The Committee reviewed all account transfers, timecards, journal entries and receipts for all checking, savings, and non-lapsing accounts. Motion Muleski second Biegel to approve the Finance Committee report. Motion carried.

CLERK/TREASURER REPORT: Clerk/Treasurer Samantha Daugherty reporting. Totals reported to the Finance Committee: Receipts for November \$139,505.01; Expenses for November: \$325,486.92. One account transfer from Non-Lapsing for \$22,595 to General Checking and One Transfer from passbook savings 8488 for \$100,000.00 to 8079 village checking. One account transfer from General Checking for \$75,429 to Non-Lapsing savings. General checking bills were paid on checks 26890-26935 with seventeen online payments to IRS, Empower, WRS, Kwik Trip, WI DOR, Elan Financial, WM, Bauernfeind, We Energies, Gannett, Thryv, Central States Funds and Colonial Life. End of month balances; Village Non-Lapsing: \$820,524.17; Utilities Checking: \$14,926.14; Water Money Market: \$948,127.41; Village Passbook: \$67,777.56; Village Checking \$25,672.43; Utility bills were paid with checks 5400-5411. Daugherty stated there are 3 trustee terms that will expire in April of 2026, incumbents are Jamie Biegel, Patty Gapen and Dan Muleski. Clerk Daugherty presented the list of election workers that will need to be certified for the next election cycle starting January 1, 2026 through December 31st, 2027. We have one nominee from one of the major parties who is Edward Morrison who has been an election worker for the last few years. Motion Evenson second Guillemot to approve the following people to serve as election workers for the term January 1st, 2026 through December 31, 2027 Noreen Bartosh – Chief Election Inspector, Edward Morrison, Patty Buzza, Tim Dunn, Maggie Muleski, Deb Stolp, Sharon Wein, Sue Curry, Virginia Sarbaum and Bob Derezinski. Motion Carried. Clerk Daugherty presented a summary of the loan at Portage County Bank. The Village has to draw from the loan before the end of the year. The final invoices won't be received until spring of 2026. Motion Evenson second Gapen to approve the final draw and hold funds in non-lapsing until projects are closed. Motion carried. Motion Guillemot second Steward to approve the Clerk/Treasurer's report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dillingham reporting. 4 newly qualified personnel to department as Fire Inspector. New classes start January 27th. The department now has 22 members on the roster. Our ISO rating has been improved from 5/5X to 4/4X which is a great accomplishment and will take effect February 2026. The department was officially on-boarded into NERIS which is required by January 1st. The department has been working on the transition to United Ambulance and department attended a few holiday parades in Wisconsin Rapids and Nekoosa. Chief Dillingham spoke about a fire call that required the truck to drive down a narrow driveway and wanted to check our ordinances for a minimum driveway size. He only found a maximum size and asked if that could be reviewed through committee. Motion Muleski second Steward to approve Volunteer Fire Department report. Motion carried.

PERSONNEL COMMITTEE REPORT: Member Gapen reporting. Personnel committee met on November 20th. Committee met in closed session. Gapen discussed payment of holiday stipend for full time employees. Motion Muleski second Guillemot to approve stipend of \$350 for each full time employee to be paid immediately. Motion carried. Motion Evenson second Biegel to approve the personnel committee report. Motion carried.

LEGISLATIVE, ORDINANCE AND ZONING COMMITTEE REPORT: Chairperson Muleski reporting. Discussion on Reserve "Class B" liquor license application from CCDC Up River, LLC, Jason Wardour agent. Muleski asked for a review. Clerk Daugherty stated this reserve license was transferred from Grand Rapids as part of the transfer agreement and resolution that was approved during last months meeting. This license is now one of Biron's to issue. Motion Muleski second Guillemot to approve the issuance of the Reserve "Class B" license to CCDC Up River, LLC Jason Wardour agent. Motion carried. Muleski presented the application for an operator license for Heather Suzanne Johnson. Motion Muleski second Guillemot to approve operator license for Heather Suzanne Johnson for Dollar General. Motion carried. Muleski presented the Plan Commission meeting minutes and discussion took place on their recommendations. Site Plan review of Membrane Systems addition. Larry from Lampert and Lee stated there were some new plans showing a new driveway design from what was presented at Plan Commission. Size was not changed only the design. They were also waiting on some landscaping design details. Muleski also discussed the temporary parking area in Bridgewater for easier access to docks along Waterview Drive for the Bridgewater residents. This was approved by Plan Commission conditioned with no cost to village and lot remains gravel and signs be installed that state this is private for Bridgewater residents. Muleski also discussed the Sparhawk owned building along N Biron Drive. We have provided the permits and information needed for their project and will bring that information to the Plan Commission. Plan Commission will be meeting on a regular basis beginning January 2026. Motion Muleski second Evenson to approve the Plan Commission recommendations. Motion carried. Motion Evenson second Gapen to approve the Legislative, Ordinance and Zoning committee report. Motion carried.

PUBLIC WORKS COMMITTEE REPORT: Superintendent Lumaye reporting. The committee met on November 18th. Discussion on storm water mitigation along Shore Acres. No new information on plans and work is continuing. Resident Tim Hale spoke about this as his property is affected by this issue. He spoke regarding an offer from the Village's insurance company to reimburse for losses related to this issue. He also stated he presented the President with an offer to access his property for the project that was presented at last meeting. No action was taken at this time. Final decision

has not been made on the plan at this time. Discussion took place on Wood County storm water system maintenance agreement. This would be once the CTH U project is completed and discussion took place about driveways along this route and partnership with Grand Rapids for plowing and mowing. Motion Muleski second Biegel to accept the memorandum of understanding and agreement for stormwater system operation and maintenance from Wood County. Motion carried. Larry from Lampert and Lee presented plans to fill in ditch along Huffman Road. This project would be additional work from the original project plan. There is an area of about 750 feet along the north end of Huffman Road in the cranberry marsh area that would be rebuilt with a 2% slope 2 feet off the road. Discussed need for temporary signs to alert drivers until the work can be done. Lumaye stated she will discuss with crew on what could be used. Larry had preliminary quotes from Farhner Excavating and Earth Inc. Board did not take action and referred back to committee to review project area and quotes. Discussion took place around Huffman Road and if the speed limit should be lowered and if there should be a weight limit set. Committee will discuss at their next meeting. Lumaye stated Jordon has passed his CDL courses. Motion Guillemot second Biegel to approve the Public Works report. Motion carried.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Guillemot reporting. The committee met on November 18th. Discussion regarding United Ambulance contracts took place. Motion Muleski second Biegel to approve the contract as presented from United Emergency Medical Response LLC. Motion carried. Muleski provided an update on Master Gardener meeting for the Sunset Park project. Discussed preliminary plans and will target spring of 2026 to begin site preparations. Motion Biegel second Guillemot to approve the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: Chairperson Jamie Biegel reporting. The committee did not meet in November. Discussion took place on PILOT (payment in lieu of taxes) as an annual payment. Staff presented information from auditors and PSC that shows the totals for 2023 and 2024. Records indicate the actual payment has not been made from utility to village. Motion Biegel second Evenson to approve the total payment for both years of \$234,761.00. Motion carried. Motion Evenson second Gapen to approve the Water 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 November meeting were not available. Biron will continue to have a member on the Commission. Discussion took place on status of wastewater agreement with Wisconsin Rapids.

NEW BUSINESS: Peggy stated the final payment to Wisconsin Rapids from the previous agreement will be made before the end of the year.

PRESIDENT'S REPORT: No additional report.

ADJOURN: Motion Guillemot second Honkomp to adjourn at 8:02pm, Motion carried.

Respectfully Submitted,
Samantha Daugherty, Clerk

Approved by Biron Board of Trustees

Signed: _____
Jon T. Evenson, President