VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – April 13th, 2026

The April 13th, 2026 Regular Village Board meeting was called to order at 6:33pm by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to the Wisconsin State Statutes.

ROLL CALL: Mark Honkomp, Mike Guillemot, Jamie Biegel, Patty Gapen, Dan Muleski, Tammy Steward via phone, Jon Evenson. Also present, Samantha Daugherty, Kayla Lumaye.

APPROVE MINUTES MARCH 11TH, 2026 REGULAR BOARD MEETING: Motion Honkomp Second Muleski to approve the minutes as printed. Motion carried.

PUBLIC COMMENT: 6 members of the public was present. One member asked to speak during the agenda item number 11 on the agenda.

FINANCE COMMITTEE: Chairperson Gapen reporting. The committee met on April 8th and reviewed bills and accounts. Village General Checking paid bills using checks 27143-27183 and Utility Checking on checks 5471-5481. The Committee reviewed all account transfers, timecards, journal entries and receipts for all checking, savings, and non-lapsing accounts. The committee reviewed and recommended to the board Chief Dillingham's request to spend budgeted funds on 2 sets of turnout gear. During the meeting Chief stated there is a state grant available as well so we will use budgeted funds and then submit for reimbursement and then purchase 2 additional sets. Motion Muleski second Steward to approve the spending of budgeted funds up to $12,000 and to submit for the grant reimbursement. Motion carried. The committee discussed and recommended the board approve the advance payment of pre-approved vacation for an exempt employee taking vacation for 3 weeks. Evenson asked if that will be added to the May 7th check. Daugherty will check with accountant to see which option is best. Board approved the advanced payment of paid vacation. Motion Biegel second Muleski to approve the Finance Committee report. Motion carried.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Dillingham presented report. Board approved moving this report to number 6 of the agenda to accommodate Chief request as he had another meeting to attend. There were 15 calls for service in March. Engines 1 and 2 had DOT inspection and pump testing done and Brush Truck also had a DOT inspection and preventative maintenance. Chief reported on some updates SPS 330 items. There will 2 new individuals trained as health and safety officers, there will be a member assistance referral program established, and policies implemented for confined spaces and dive operations. Additional training will occur later this year to meet requirements for WEM 8 MABAS. Motion Muleski second Guillemot to approve Volunteer Fire Department report. Motion carried.

CLERK/TREASURER REPORT: Clerk/Treasurer Samantha Daugherty reporting. Totals reported to the Finance Committee: Receipts for March $33,696.81: Expenses for March: $827,527.86. One account transfer from passbook savings to general checking for $60,000.00 and one transfer from non-lapsing savings to general checking for $4,225.00 and one transfer from general checking to lean 29752 for $191,306.44. General checking bills were paid on checks 27143-27183 with twenty-one online payments to WWL&C, IRS, Empower, WRS, Kwik Trip, WI DOR, Elan Financial, WM, Bauernfeind, We Energies, Gannett, Thryv, Colonial Life, AirGas USA, and Central States Funds. End of month balances; Village Non-Lapsing: $804,384.28; Utilities Checking: $14,885.42; Water Money Market: $753,036.35; Village Passbook: $943,015.82; Village Checking $15,896.21; Utility bills were paid with checks 5471-5481. Daugherty stated LWM is holding their Spring Conference May 7th and May 8th and would like to attend. There is no cost to the village for attending or for hotel room stay and only cost is time and milage. Motion Evenson second Honkomp to approve

Clerk Daugherty to attend this training. Motion carried. Daugherty also mentioned Open Book will be held April 20th from 1:30pm to 3:30pm and Board of Review April 27th from 1:00pm to 3:00pm. Annual Organizational meeting is April 21st at 6:00pm. Spring election results show we will have 2 new board members whose term begins the third Tuesday in April and the incumbents term ends Monday April 20th. Motion Muleski second Gapen to approve the Clerk/Treasurer's report. Motion carried.

PERSONNEL COMMITTEE REPORT: Chairperson Honkomp reporting. Personnel committee did not meet in February.

LEGISLATIVE, ORDINANCE AND ZONING COMMITTEE REPORT: Chairperson Muleski reporting. The committee met April 8th. Discussed amendments to ordiances 1.1.3 Village Treasurer, 1.2 Appointed Officials, 1.4.2 Plan Commission, 2.4.1 Standing Committees and Appointments, and 19.03 Regulation and Licensing of Dogs and Cats. The board reviewed the amendments to all sections. Motion Muleski second Honkomp to approve the presented amendments as printed for ordinances 1.1.3 removing the Village Treasurer as elected, 1.2 amending the Village Clerk to be Village Clerk/Treasurer as an appointed offical, 1.4.2 amending the plan commission to consist of 7 members instead of 5 members and to be the Legislative, Ordinance and Zoning Chair instead of Trustee, 2.4.1 amending the standing committee and appointments will take place during the annual organization meeting instead of during the first board meeting in April after the Spring Election. Motion carried. Clerk will publish these changes. Board discussed the amendments to ordinance 19.03 and the draft of the permit form. Review from village attorney had not been completed before the board meeting and board wanted to wait for that the be done before approving. Send back to committee to wait for review. Discussion regarding letter received from resident relating to a recent ordinance change the storage of a camper. Muleski presented a draft response for board to review. Will follow up with clerk on next steps. Keith Helmrick presented the CSM for Bridgewater III Subdivision and explained the lots. Motion Evenson second Muelski to approve resolution 26-05 Preliminary and Final Plat for Bridgewater III Subdivision. Motion carried. Motion Honkomp second Biegel to approve the Legislative, Ordinance and Zoning committee report. Motion carried.

PLAN COMMISSION RECOMMENDATIONS: Superintendent Lumaye reporting. Plan Commission met March 18th and reviewed the drafts of chapters 1,3, and 6-9. No significant changes were reported. Board and commission and very happy with work done by CWRPC and Sam Wessel. Motion Muleski second Gapen to approve the report. Motion carried.

PUBLIC WORKS COMMITTEE REPORT: Superintendent Lumaye reporting. The committee met on April 8th. Lumaye is working with MSA to review the drafts of easements and maps of project area. Resident Tim Hale asked to speak regarding recent work done by Roto Rooter. He stated Roto Rooter was at his house trying to clear the line for better drainage, but they didn't use the commercial equipment only residential equipment. He also asked about the committee minutes from the April 8th meeting that states crew is doing visual checks to monitor the issue because property access was revoked. He presented a map to the board that shows the access points of the storm sewer are not on his property but rather on the property line of each of his neighbors and requested the minutes be amended. Discussion took place on purchase of a 72" root grapple for the skid steer. Kayla presented a quote from Swiderski Equipment for $4746 with a Sourcewell Discount. Motion Honkomp second Muleski to approve using non-lapsing truck maintenance funds to purchase grapple. Motion carrier. The committee also discussed the need for new equipment for maintaining the new recreational trail for both snow plowing and ditch mowing. Committee will continue discussion. Motion Muleski second Gapen to approve the Public Works committee report. Motion carried.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson Guillemot reporting. The committee did not meet in March. Superintendent Lumaye stated the generator will be installed at the municipal center on May 11th. Keith Helmrick mentioned he is installing his dock clusters 6 & 7 this year. Motion Evenson second Gapen to approve the Public Property Committee report. Motion carried.

WATER UTILITY COMMITTEE REPORT: Chair Biegel reporting. The committee met on April 8th. The committee reviewed a letter of reprimand from the PSC investigation of unauthorized construction of well 3. This was a construction project done in 1999 and though the utility did not obtain the proper certificate of authority from the PSC they decided to let Biron seek rate recovery of project costs. More information from the PSC will be available in the next few weeks as they work through the rate case. Our auditors have found during the rate case study the utility has not paid the general fund properly for wages and may owe money to the GF. Staff reviewed the funds as well. The auditors and staff numbers vary. The board did not approve resolution 26-03 until we have more accurate numbers from the auditors. Referred back to committee. The committee discussed the need for a coin acceptance policy. They recommended reducing the maximum limit of loose coins from $25 to $10 and the limit for rolled coins from $25 to $10. Motion Biegel second Muleski to approve Resolution 26-04 adopting the coin acceptance policy. Motion carried. Discussion on purchase of cla-valve repair kit took place. Lumaye presented two quotes from Municipal Well & Pump and Water Well Solutions for cla-valve repair kit. Motion Muleski second Gapen to approve up to $710 for cla-valve repair kit. Motion carried. Lumaye presented Biron Water Utility had won third place at the Rural Water Conference for best drinking water. Motion Honkomp 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*. Reviewed minutes from the February 11th meeting. Biron will continue to have a member on the Commission. Motion Evenson second Honkomp to approve the wastewater commission report. Motion carried.

NEW BUSINESS: Daugherty stated she received a letter requesting a donation for the Wisconsin Rapids Fireworks celebration. Referred to Finance Committee. Muleski stated he would like to create an ad-hoc committee to continue work on Sunset Park upgrade after he is no longer on board. Referred to clerk to check with attorney with steps to take and could possibly have an annual meeting agenda.

PRESIDENT'S REPORT: Board reviewed draft of Land Transfer and Utility Easement Agreement between Biron and Membrane Systems Specialiats. Motion Evenson second Guillemot to approve tha agreement as presented and will setup a time with MSS to sign documents. Motion carried.

ADJOURN: Motion Biegel second Honkomp to adjourn at 8:03pm Motion carried.

Respectfully Submitted,
Samantha Daugherty, Clerk

Approved by Biron Board of Trustees

Signed: ________________________
Jon T. Evenson, President