

## **Village of Plain**

### **Village Board Proceedings of May 8, 2013**

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The Regular Monthly meeting of the Board of Trustees of the Village of Plain was held at the Municipal Building on May 8, 2013. The meeting was called to order by Village President Raymond Ring at 7:30 p.m.

Roll Call: Raymond Ring, President; John Dischler; Walter Gerber; Janet Kraemer; Kevin Kraemer; and Merry Lynn Riek, Trustees. Trustee Stephanie Box was absent.

Others present: Michael Frank; Kim Ewers; Samantha Ewers; Marion Copus of the Home News; Officer Chuck Schreiber; and, Nick Ruhland, Public Works Director.

Notice of this meeting, along with the agenda, was posted at the following locations in the Village of Plain: the Municipal Building; the Plain Post Office; and The Peoples Community Bank on Monday, May 6, 2013. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Gerber motioned to move the Sew What Embroidery agenda item No. 10 to discuss as No. 4. Riek seconded. Motion carried.

Dischler motioned to approve minutes from the April 10, 2013 Regular Board meeting. Gerber seconded. Motion carried.

#### **Sew What Embroidery**

The Green TTEC Board recommended a lease for Sew What Embroidery to share the Incubator area with Shop Pockets for three years. Kim Ewers was introduced to the board. There will not be any physical dividers to separate Sew What Embroidery from Shop Pockets. The businesses will be working together. Sew What Embroidery will be occupying 25% of the designated Incubator area and Shop Pockets will be occupying 75%. Kim Ewers, owner of Sew What Embroidery, is Shop Pocket's Head Sewer. Requests for logos on Shop Pockets can be accomplished immediately with Kim's business right there. Both companies will be up and running in less than a month. Mike hopes to grow into the other areas before too long. Gerber motioned to approve the lease as presented. Riek seconded. Motion failed. Gerber motioned to approve the lease with a June 3<sup>rd</sup> start date. Riek seconded. Motion carried.

#### **Police Department Report**

Riek questioned Officer Schreiber of his research in regards to a pet wolf in the Village. Schreiber reported that it is actually a husky breed and is now licensed. The owners watch the dog carefully and always has it on a short leash.

## **Public Works Department Report**

Nick Ruhland reported that one of the Golf Course Maintenance employees quit. A third applicant that is a citizen has taken another job in the meantime. The previous Golf Course Maintenance employee, Judy Busse, will return to the part-time position.

The backstop renovation at the ball diamond was completed by Qual Line Fence last week.

The water lateral for Doug Lenerz on Cherry Street was relocated two weeks ago. There is still a leak at the Lyle Cady residence. A water leak locator is needed to detect the exact location of leak. A water lateral leak was discovered at the Jeff Koch residence. It will be repaired within a week.

Nick would like the board to reconsider the summer maintenance position that was eliminated at budget time. He does not feel Public Works can make it work. It would take one of the full-time workers to undertake the dragging of the diamonds for two hours a day and constantly mowing. They will not be able to do other things. Kevin Kraemer commented that if this position could be funded, the more expensive employees will not be doing this menial work. It would have an impact on the aesthetics of the Village with things like lack of painting. These tasks will not get done or the Village will be paying three times as much to have it done. Gerber questioned if community service hours could help. Nick commented that he will not use those people on a machine due to liability issues. Nick has plans for the community service people to work on the creek beds. It has been a 40-hour position that was paid minimum wage. Public Works needs at the very least, half of that. He does have enough work for the position to be a 40-hour workweek.

Ring questioned the progress of the golf course bridge. Nick said the footings will be coordinated with Kraemer Brothers. The bridge deck will be sandblasted in about two weeks at the earliest. The weather does need to be drier. The process will take at least a month.

## **Committee Reports**

Janet Kraemer motioned to accept the Committee/Commission appointments as presented. Kevin Kraemer seconded. Motion carried.

## **Ordinance & Parks – Riek**

Riek questioned if an adult establishment ordinance was ever passed since the last time she was on the board. Tafs confirmed that it had been enacted. Janet Kraemer questioned if there is a semi-truck and bus parking ordinance. The subject has been looked at previously. At that time the board meeting room was full of people in support of the semi and bus drivers. It would be taking away from the self-employed residents. Officer Schreiber mentioned that there are limitations in the downtown area. If there is a safety issue, then state statutes take effect.

The backstop fence is completed at the park. Ring recognized the Lions and all the donors for the project. Jim Neider spearheaded getting donors for the fence. Nick managed the project and was successful in getting it completed in a timely manner before the season started.

Gerber will be getting an estimate for the volleyball court lights to Travis Studnicka to see if the teams would want to take care of it.

Ring mentioned the Summer Rec Program being cut last year during budget time. Kraemer Brothers discussed assisting in funding to restore the program. The Parks Committee will have to determine the direction.

The tennis courts light are currently not on due to replacing the wiring with street project.

### **Building Committee & Fire District – Dischler**

Mike Weiss has not gotten a building permit yet to start his project.

The Fire Board will meet in July. Fire and EMS had a training session for a school bus roll over enactment. They usually do about three a year. The next simulation will be a lake rescue with Hillpoint's fire department.

### **Green TTEC, Police & RV Court – Gerber**

Teri Creighton submitted a written Green TTEC report on her activities since the last meeting.

Gerber mentioned that an Architecture Class from Indianhead College in Rice Lake took a tour of Green TTEC yesterday. Shawn Murphy took time to come here to give the tour. Shawn's tour was video and audio recorded.

Jim Birkmeier held his Forestry Conference and is considering doing it again.

Gerber has been trying to contact a company called Whole Trees without success. They have tree sections that are structures of a building. They are looking for investors.

The shelter will get done before school is out. River Valley High School students will be building the pavilion.

On May 18<sup>th</sup> the school is having "Strengths in the River Valley." Teri plans to have a booth there for Green TTEC. MATC will have some marketing items to give out.

The MATC management contract is coming up for renewal on June 30<sup>th</sup>. The Green TTEC budget for this position was 50% with the assumption that the EDA would be reimbursing the other 50%. We recently found out that the EDA will not reimburse the Village for that contract. The Village is still expecting final payment from the EDA. We just are not aware of the timing. John Alt is willing to work with us. MATC has other resources that are an added value to that contract.

Ring researched the Farmer's Market by contacting Heck's Market. Two agreements were found that could be combined. They are very detailed on what you can and cannot do, noting a hold harmless agreement. It may not be too late to get started, but a lot of items have to be worked out; expense to the Village, policing, monitoring disputes between vendors, waste left behind. The Green TTEC Board needs to review and bring a recommendation to the Village Board. It may need to wait until next year.

No Police or RV Court report.

**Streets & Utilities – Kevin Kraemer**

Water Pumpage for April, 2013:

Well No. 1: 413,000

Well No. 2: 1,536,000

Total for April: 2,243,000 gallons, which was 294,000 gallons less than last year.

Two bacteria samples and two well samples were sent to the State Lab. All samples tested safe.

Monthly fluoride average: 1.26 p.p.m. Monthly chlorine average: 0.20 p.p.m.

Wastewater Report for April, 2013:

Influent Monthly Average B.O.D.: 198 mg/l

Effluent Monthly Average B.O.D.: 9 Limit: 15 mg/l

Influent Monthly Average T.S.S.: 202 mg/l

Effluent Monthly Average T.S.S.: 8 Limit: 20 mg/l

Monthly Average Nitrogen Ammonia: .263 mg/l

Limit: 20.0 mg/l Monthly, 29.0 mg/l Daily

Monthly Average Total Phosphorous: 2.26 mg/l

Total gallons treated: 2,997,900

The Parkview Avenue project is on schedule. Curb & gutter went in last week, sidewalks were poured today and asphalt will be ready next week along with striping. It should be completed on time for the opening of the pool.

With that complete, the Streets Committee is going to look at the wall on Main Street. Hopefully, that project will be complete by the Three Day Celebration. Sauk County agreed to remove the wall. The Streets budget would replace the wall.

Wildwood will have one solid patch laid next week from the Ferstl residence to Buchanan's due to multiple water leaks.

Janet questioned sidewalk standards in ordinance as to who pays for what. Nick informed her that if it is part of a project, the Village pays for it. If a resident replaces the sidewalk on their own, they pay for it.

**Library & Golf – Janet Kraemer**

Gerber asked Nick to check the library for water leaks due to a recent high water bill. Nick said it was checked last year and there were no leaks. He will check again.

Bob Berry has completed the re-lamping.

Carolyn would like to thank Kathy Kieler and Nicky Johnson for their continued volunteer work as well as donations from Kraemer Brothers.

Janet will touch base with Stephanie to get up to speed on the golf course.

## **Finance & Pool – Box**

No Finance Committee report.

Ring noted the pool slide has been installed and was generously donated by the Kevin and Diane Kraemer family. It should to attract more youngsters. Kevin hopes the kids will enjoy it. It will put some fun back into the pool.

## **Development/Planning – Ring**

Development & Planning Commission is researching signs for the business park.

## **Other Business**

Merry Lynn Riek and Sandy Ruhland are retiring. Kevin Kraemer motioned to appoint Kendra Schluter and Holly Breikreutz to the vacancies on the Library Board, Gerber seconded. Motion carried.

Kevin Kraemer motioned to approve the following for the St. Luke's Parish Festival: Two Temporary Class B Retailer's license; Temporary Operator's Licenses for Dustin & Grace Myers and Daniel & Jessica Pape; and, an extended hours permit. Dischler seconded. Motion carried.

Nick informed the board that the Village needs to hire an inspector in order to get the overlay on the Westbrook Drive road bridge done. Westbrook Associates has done all of the past inspections. Kevin Kraemer motioned to hire Westbrook Associates for interim bridge inspection for the Westbrook Drive road bridge. Riek seconded. Motion carried.

The board discussed hiring Westbrook Associates to consultant on the Westbrook Drive road bridge plans. A County program funds 80% of the project. The Village will pay for 20%. Nick contacted Steve Muchow from Sauk County to be added to the next cycle. There is no cost until they actually do the work. They will not do anything until we know if we are in the cycle. We have to have a consultant before we can be added to the program. Kevin Kraemer motioned to hire Westbrook Associates for a consultant for the Westbrook Drive road bridge. Janet Kraemer seconded. Motion carried.

Gerber motioned to hire Judy Busse for a part-time Golf Course Maintenance worker. Janet Kraemer seconded. Motion carried.

## **Correspondence**

Sauk County is hosting Citizen Focus Groups for input around the county covering various topics. They will be in Plain on June 6, 2013.

The 2013 Board of Review is scheduled for May 15, 2013 from 6:00 p.m. to 8:00 p.m.

**Review and Audit of Invoices:**

A motion to pay the monthly invoices was made by Kevin Kraemer. Gerber seconded. Motion carried.

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|--------------|-------------|------------------|------------|
| General Fund | \$40,442.14 | Debt Services    | \$0.00     |
| Library Fund | \$5,066.93  | Water Utility    | \$2,346.00 |
| Green TTEC   | \$2,406.76  | Sewer Department | \$3,491.81 |
| TIF #2       | \$40,979.06 | Golf Course      | \$2,424.56 |

Wage Reimbursements: \$14,444.91

Kevin Kraemer motioned to adjourn to Closed Session at 9:20 p.m. Riek seconded. Roll call vote: Ring – Yes; Dischler – Yes; Gerber – Yes; Janet Kraemer – Yes; Kevin Kraemer – Yes; Riek - Yes. Motion carried.

Sheila Tafs  
Clerk/Treasurer