

## **Village of Plain**

### **Village Board Proceedings of January 14, 2015**

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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 January 14, 2015. The meeting was called to order by Village President Ring at 7:30 p.m.

Roll Call: Raymond Ring, President; Brian Brey; John Dischler; Janet Kraemer; Kevin Kraemer; Melissa Kraemer; and, Merry Lynn Riek, Trustees.

Others present: Marian Copus of the Home News; Officer 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, January 12, 2015. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Janet Kraemer motioned to approve minutes from the December 10, 2014 Regular Board Meeting. Brey seconded. Motion carried.

#### **Police Department Report**

Officer Schreiber presented a 2014 yearend report to the board. A total of 1,998 hours were worked in 281 shifts. The squads were driven 10,952 miles, 4,211 on the 2007 Chevy and 6,741 on the 2014 Ford. There were 110 complaints made to the Plain Police Department: 40 ordinance violations, 21 assists to another agency, 6 reportable accidents, 8 assist motorists, 4 suspicious activity, 4 alarms, 1 bank robbery and 26 traffic citations issued. The end of year mileage on the squad was 6,741.

#### **Public Works Department Report**

Nick Ruhland updated the board on phosphorus removal. Public Works did not add polymer in the month of December. In November we were below what our future limit should be which is 0.075 mg/l. In December the average went up to .264 mg/l. Polymer will start to be added again next week. Other factors wanted to be checked for the reason for the low month. In the winter, there is not as much phosphorus coming through the plant. In 2013, with no treatment from the Village, we discharged 740 pounds of phosphorus into the creek. In 2014, treatment was started later in the year and it was down to 416 pounds. If we would have 0.264 mg/l average for a full year, it would come out to just over 50 pounds. If you get to that ultimate limit of 0.075 mg/l, that would bring the pounds down to 23.4 pounds. Janet Kraemer questioned if the cost of the chemicals is less than paying the DNR the cost of poundage over. Last year we paid over \$600 for the poundage put in the creek, which is much less than the cost of chemicals.

Nick thanked Kraemer Brothers for donating equipment to help in putting up and taking down Christmas decorations.

## **Committee Reports**

### **Ordinance & Parks – Riek**

No Ordinance Committee report.

The Parks Committee is continuing to look for someone to give an estimate for countertops for the concession stand. Bill Gruber donated two trees for the new green space. He also approved using two of his donated benches from the Rec Trail Pavilion to be moved to the green space area. A few little items need to be finished in the green space; a little sidewalk, some seeding and filling in areas where the trucks had made compressions.

### **Police, Building & Fire District – Dischler**

There were eleven building permits for 2014.

The Plain Fire District met on Monday. The EMS Chief stepping down in June and is in the process of training someone to take his place. The demo of The Palace will start tomorrow.

No Police Department report.

### **Green TTEC & Pool – Melissa Kraemer**

The Green TTEC Board met last week. They discussed the HVAC biannual inspection contract with NAMI to service the Multistack chiller. Their contract is within the budget. The Board also updated the long term sustainability document. John Alt from Madison College had said with the lease ending after this semester if we want Madison College to sign another lease we had to have this sort of document in place. Ray made changes that emphasized how important Madison College is to the facility.

The latest HVAC issue at Green TTEC is the building is now too hot.

The lifeguard help wanted ad will start running next week.

### **Streets & Utilities – Kevin Kraemer**

The 2015 streets project is Fairway Circle. Westbrook has completed the plan. They are finalizing the specifications. It will be advertised in early February. The bids will be due the first week of March. Start date is spring and complete by Memorial Day. The only additional curb & gutter will be in front of the Nolen property because of water flow issues.

The WI Department of Transportation has approved the consultant contract with Westbrook Associates for the Westbrook Bridge overlay. The project will be done in late 2016 or early 2017. The project is 80% funded. Engineering alone will be \$28,000. The total project cost is unknown.

The Utilities Committee will meet in regards to strategy for upgrades.

Water Pumpage December, 2014:

Well No. 1: 357,000

Well No. 2: 1,535,000

Total for December: 1,892,000 gallons, which was 84,000 gallons, less than last year.

Two bacteria samples were sent to the State Lab. Both samples tested safe.

Monthly fluoride average: .92 p.p.m. Monthly chlorine average: 0.18 p.p.m.

Wastewater Report for December, 2014:

Influent Monthly Average B.O.D.: 167 mg/l

Effluent Monthly Average B.O.D.: 3.6 Limit: 15 mg/l

Influent Monthly Average T.S.S.: 158 mg/l

Effluent Monthly Average T.S.S.: 9 Limit: 20 mg/l

Monthly Average Nitrogen Ammonia: .51213 mg/l

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

Monthly Average Total Phosphorous: .264 mg/l

Limit: 3.6 mg/l

Total gallons treated: 2,091,400

**Library & Golf – Janet Kraemer**

The library had 2,733 checkouts in November. In 2014, there were 30,894, compared to 32,919 in 2013. The meeting room continues to be used constantly. The Library Board is working on a Community Room Usage Policy due to incidents. People need to sign off on the policy when they use it. There are issues with heating.

No Golf Course Committee report.

**Finance & RV Court – Brian Brey**

In the Finance Committee report, \$9,419.96 was transferred from the Sewer Replacement Fund to the General Fund due to the overage of that line item in the budget. Typically, that line item is underspent and a deposit is made to that account. A large purchase of pumps put that line item over this year. A couple of title changes on accounts were done; Pavilion Fund was changed to Park Maintenance and Friends of the Pool/Park was changed to Pool Maintenance. Two new accounts were opened; Village Buildings Maintenance and Green TTEC Building Maintenance. The General Fund transferred out funds to; Streets Improvement: \$96,831.29; Parks Maintenance: \$4,450; Village Buildings Maintenance: \$9,300; Green TTEC Building Maintenance: \$25,000.

No RV Court report.

**Development/Planning – Ring**

Ring presented invitations to the Village Board for the Sauk County Development Corporation Stakeholder Event. SCDC wants input as they are reinventing itself. They are setting up a new vision, new strategies and new goals. They are focused on input from stakeholders; businesses and community leaders.

Melissa and Ray met with a Commercial Relator in regards to the Honey Creek Business Park. It was a productive meeting with interesting ideas shared and suggestions on how to get this going. There are different approaches on how to proceed with marketing. Ring feels the best way to do it is ala carte it, by choosing different needs. There are a lot of unknowns to know exactly what we need. Suggestions were advertising, newsletters, blast marketing, follow-ups, developing marketing pieces like the sign and marketing tools. We need to go back to the individual to price out the options. This needs to be ready to go by mid-February due to it being prime time for developers. Development & Planning and the Village Board need to approve. Funds for the Honey Creek Business Park have been set aside for this sort of thing.

**Other Business**

Brey motioned to approve an Operator’s License for Jannea Sandker and Joseph Meinholz. Riek seconded. Motion carried.

**Correspondence**

No correspondence.

**Review and Audit of Invoices:**

Kevin Kraemer motioned to pay the bills as presented. Melissa Kraemer seconded. Motion carried.

General Fund	\$463,048.53	Capital Improvements	\$12,286.79
Library Fund	\$4,108.26	Water Utility	\$3,596.88
Green TTEC	\$4,853.67	Sewer Department	\$7,550.51
TIF District	\$78.76	Golf Course	\$982.16

Wage Reimbursements: \$26,560.07

Kevin Kraemer motioned to adjourn at 8:35 p.m. Riek seconded. Motion carried.

Sheila Carver  
Clerk/Treasurer