

Village of Plain

Village Board Proceedings of February 11, 2015

The Regular Monthly meeting of the Board of Trustees of the Village of Plain was held at the Municipal Building on February 11, 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: Phil Studnicka; Walter Gerber; Marian Copus of the Home News; Holly Breitreutz, Library Board President; Carolyn Forde, Library Director; 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, February 9, 2015. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Dischler motioned to approve minutes from the January 14, 2015 Regular Board Meeting. Kevin Kraemer seconded. Motion carried.

Police Department Report

Officer Schreiber had no report.

Public Works Department Report

Nick Ruhland informed the board that Well House #1 pump quit pumping about a week ago. CTW Corporation was contacted to investigate the problem. The pump was pulled last Thursday. The pump is in the shop. The reason being has not yet been answered. They will rebuild it for an estimated \$5,660. We will know more when they tear it apart. At this point Well #2 is pumping all of the water. Well #1 is the smaller of the two wells. This pump was installed in 2008. Seven years is early for need for repair. When this well was drilled many years ago, the records show that it was dug improperly. It is not strait which causes vibration which could be part of the issue. Once the pump is torn apart, they should be able to determine the problem. The previous pump lasted nine years.

The Wastewater Treatment Plant trickle filter distributor is not turning anymore. Energenec installed it, but it is beyond their capacity of doing the work. Staab Construction Corporation will provide an estimate to repair. Possibly needs a new bearing and a sleeve for the shaft. Currently, the trickling filter is being bypassed by using the rotating biological column, a similar functioning mechanism. The bearing will be about \$5,000 to replace and will come out of the Sewer Replacement Fund.

Committee Reports

Ordinance & Parks – Riek

No Ordinance Committee report.

The Parks Committee has received donated countertops for the concession stand. Riek will be coordinating the installation with local handymen. Riek reminded the public that the park pavilion is available for rent and Sheila can be contacted for reservations.

Police, Building & Fire District – Dischler

No Building Committee report.

The Plain Fire District will meet in April. The Palace was removed and the area filled in with sand. Black dirt is needed and it will be seeded in the spring. The building plans will not happen for two to three years. Graffiti needs to be cleaned on the side of the Municipal Building that is now exposed. This will be checked into.

No Police Committee report.

Green TTEC & Pool – Melissa Kraemer

The Green TTEC Board discussed revisions to long term sustainability plan and approved unanimously. This was sent to John Alt of Madison College. It is assumed that we will get an update once he presents it to his board.

Three lifeguard applications were received, so we are rerunning the ad.

Streets & Utilities – Kevin Kraemer

Water Pumpage January, 2015:

Well No. 1: 247,000

Well No. 2: 1,641,000

Total for January: 1,888,000 gallons, which was 149,000 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: .88 p.p.m. Monthly chlorine average: 0.11 p.p.m.

Wastewater Report for January, 2015:

Influent Monthly Average B.O.D.: 197 mg/l

Effluent Monthly Average B.O.D.: 1.25 Limit: 15 mg/l

Influent Monthly Average T.S.S.: 178 mg/l

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

Monthly Average Nitrogen Ammonia: .1948 mg/l

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

Monthly Average Total Phosphorous: .1686 mg/l

Limit: 3.6 mg/l

Total gallons treated: 2,064,900

Fairway Circle plans are complete and out for bids due March 6th.

The Utilities Committee will meet soon.

Library & Golf – Janet Kraemer

The library check outs are down slightly. The end of year information was put together. The meeting room continues to be used a lot. Inventory is being finalized and programming for spring and summer is being planned.

No Golf Course Committee report.

Finance & RV Court – Brian Brey

The Finance Committee will be meeting next week to discuss employee benefits to ensure the Village is in compliance with the Affordable Care Act and to determine if there is something better we could offer them.

No RV Court report.

Development/Planning – Ring

No Development & Planning report.

Other Business

Development & Planning met to discuss marketing of the Honey Creek Business Park and Green TTEC. Central Place Real Estate representative, Jesse Schluter, provided a bid for marketing. Other companies were not interested. The committee agreed this should be done ala carte, meaning pick out a few items from the bid. They would reach out to 1,000 contacts. Money is available to move forward on this. This is something we have to get going. Now is the time to be aggressive. Ring motioned to contract with Jesse Schluter of Central Place Real Estate for 12 months of marketing. Melissa Kraemer seconded. Motion carried.

Development & Planning recommends that lot purchase price be set at \$0 for marketing. Melissa Kraemer motioned to approve \$0 contingent upon the legality. Janet Kraemer seconded. Motion carried.

The board discussed moving the Village offices to Green TTEC. Ring stated that he wants to postpone action until all of the numbers are in. The concept of relocating is to help with expenses. It will remove approximately \$20,000 in expenses. The Municipal Building would be taken over by the Plain Fire District to generate revenue. They would modify the space into living quarters for the EMTs. They are paying \$1,400 per month currently for apartments and the payment would transfer to here, going towards the purchase of the building. This transition would reduce equipment; copiers, printers, computers. Utilities would be down to one building versus two. There would be more awareness to the Green TTEC facility. Right now Green TTEC is out of site and out of mind. If it was used, it would heighten awareness and communication. This would allow the Village to have a person available at the building full time. Public Works checks it regularly and they would now be on site, alleviating special trips out there. The

Government Accountability Board determined that the Municipal Building does not meet ADA standards for elections, so we had to move to Green TTEC for elections already. It is only a matter of time where ADA may be an issue for the Village Office being on the second floor. Public Works would take the existing office, the Police Department would take the copier area, and the first room to left would be the Village Clerk's office. The only downside is taking the offices out of town.

The board discussed the Library's Community Room Process for Usage Agreement. The Library Board is asking for assistance from Public Works to help with their checklist on weekends that have back to back events scheduled when no library employees are available. There have been recent issues with the use of room. They are putting together a checklist for users. They are considering having a deposit because of the large number of users. The library staff and custodian are cleaning up. Someone needs to check the room so the appropriate people get their deposit back. It is supposed to be left clean and properly set up. Last year there were only four instances with back to back usage. An incident happened once in over 12 years. Ring is concerned about the perception of who's definition of what is satisfactory. Nick commented that the library is not a Public Works issue. He also questioned why they think their time more important than Public Works time. If there is damage, than the Police Department could be documenting the issues.

Riek motioned to adopt Resolution 2015-01; a resolution authorizing the borrowing for the 2015 Ford Super Duty 5500 Plow Truck. Kevin Kraemer seconded. Motion carried.

The board discussed parking ticket fees that are currently rather cheap Melissa Kraemer motioned to increase all parking tickets to \$25. Janet Kraemer seconded. Motion carried.

Correspondence

Sheila was at training through the Government Accountability Board last week for managing the Statewide Voter Registration System which Sauk County had been administering for the Village since its inception in 2006. With Sheila adding this to her responsibilities, she is saving the Village \$1,600 to \$2,000 annually.

Review and Audit of Invoices:

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

General Fund	\$455,393.09	Capital Improvements	\$77.04
Library Fund	\$18,592.14	Water Utility	\$30,617.68
Green TTEC	\$2,446.15	Sewer Department	\$6,025.89
TIF District	\$62,145.01	Golf Course	\$730.46

Wage Reimbursements: \$13,300.48

Kevin Kraemer motioned to adjourn at 9:23 p.m. Riek seconded. Motion carried.

Sheila Carver, Clerk/Treasurer