

Village of Plain

Village Board Proceedings of October 14, 2015

The Regular Monthly meeting of the Board of Trustees of the Village of Plain was held at the Municipal Office Building on October 14, 2015. The meeting was called to order by Village President Ring at 7:00 p.m.

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

Others present: Charles White; Holly Breikreutz, Library Board President; Carolyn Forde, Librarian; 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 Plain Municipal Office Building; the Plain Post Office; and The Peoples Community Bank on Monday, October 12, 2015. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Dischler motioned to approve minutes from the September 9, 2015 Regular Board Meeting. Brey seconded. Motion carried.

Committee Reports

Streets & Utilities – Kevin Kraemer

No Streets Committee report.

No Utilities Committee report.

Water Pumpage September, 2015:

Well No. 1: 876,000

Well No. 2: 1,114,000

Total for September: 1,990,000 gallons, which was 27,000 gallons, less than last year.

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

Monthly fluoride average: .96 p.p.m. Monthly chlorine average: 0.15 p.p.m.

Wastewater Report for September, 2015:

Influent Monthly Average B.O.D.: 171 mg/l

Effluent Monthly Average B.O.D.: 4 Limit: 15 mg/l

Influent Monthly Average T.S.S.: 227 mg/l

Effluent Monthly Average T.S.S.: 10 Limit: 20 mg/l

Monthly Average Nitrogen Ammonia: .294 mg/l

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

Monthly Average Total Phosphorous: 1.588 mg/l

Limit: 3.6 mg/l

Total gallons treated: 1,911,900

Library & Golf – Janet Kraemer

The library year-to-date check outs are up. The Pies, Pages, Pottery and Puzzles event is this weekend. The board has been working on the budget. Carpets were cleaned last weekend.

The Golf Course cart path project is completed with help from over 30 volunteers. The entire cost was donated by individuals, the Plain Lions, the Men's League and local businesses. A thank you was in the Home News. The total cost was around \$5,500 in expenses that were all donated.

Finance & RV Court – Brian Brey

The Finance Committee met on September 16th for employee evaluations, to set salaries and determined benefits plan for 2016 and forward. On September 30th employee follow-ups were conducted. Next week the committee will start budget deliberations with committee chairs.

Brey is looking into obtaining RV Court statistics.

Police, Building & Fire District – Dischler

There have been five building permits issued this year.

The Plain Fire District Board came up with mil rate of .76, which is the same as last year. All municipalities have been notified.

Police is going good, no complaints.

Ordinance & Parks – Riek

No Ordinance Committee report.

The Park Committee met to set the budget. Nick purchased a line marker for the baseball diamonds. The volleyball group is playing right now.

Green TTEC & Pool – Melissa Kraemer

The Green TTEC Board met to discuss the budget. The Incubator leases are expiring in 2016. The board will also be reviewing policies for renting the building and may make changes. They are considering advertising for open spaces.

The Pool Committee reviewed employee evaluations and set the budget.

Development/Planning – Ring

No Development/Planning report.

Police Department Report

Officer Schreiber had no report. Ring questioned why the Village Police Squad was out on Highway G and N. Schreiber explained if there is not a county squad in the area the county will ask for assistance from the Village.

Public Works Department Report

Nick Ruhland had no report.

Clerk/Treasurer Report

Sheila Carver reported:

- The annual DOT report was completed and submitted which informs the state of our street improvements for the year, that includes construction and crack sealing. The bi-annual PASER report was also submitted recently. This is a report where Nick grades sections of all of the Village's streets on a scale of one to ten. Both of these reporting requirements tie into the state transportation aids received by the Village.
- The Recycling Grant Application was submitted for our 2016 payment.
- Carver attended a Wisconsin Municipal Clerks Association District Meeting which included new changes for elections and a briefing on other changes to state statutes. Voters now have to show their Photo ID in order to vote. If any voters in the Village do not have a photo ID, they can contact the Village Office and Carver will help them. The current SVRS, Statewide Voter Registration System, will become obsolete as of January 1, 2016 and will be replaced with a system called WisVOTE. This is the certification that Carver obtained early this year to save the Village almost \$2,000 annually. The Government Accountability Board will be doing a one day training session in December for the new system.
- Carver met with the Baer Insurance health insurance agent, which is the agency for the League of Municipalities Mutual Insurance, they can start the Village's new health insurance coverage on November 1st.
- Carver attended a county wide meeting for Clerks and Treasurers. The tax bills will look different this year. The printing company will be mailing them out directly instead of the county mailing them. This process will cost more, but the county is covering that difference for this year only. That amount is approximately \$50.00. They are also changing our tax and pet license software starting next year in 2016. It will be a web-based program linked to the county's tax website so tax collections will show up online as soon as they are processed. Again, this will cost more for the Village, approximately \$300. There is a onetime fee for data transfer, but Carver will do that entry to avoid those costs, saving the Village \$800.
- The old election equipment was returned to the county for recycling. The new election equipment is in. Training will occur on October 23rd, November 17th and December 8th.
- The County Clerk sent notification that starting in 2016, the Village will need to start paying for their own Absentee and Provisional envelopes. Depending on the envelope, they range in cost from \$0.09 to \$0.17 a piece.
- There are no concerns with the 2015 year-to-date budgets. This was a year for a street project, so that overage will be transferred out of the Street Sinking Fund at the end of the year to supplement the overage. The Other Building & Property Maintenance is for the Green TTEC move, so that is also covered by sinking funds. As always, water's profit is covering sewer's losses. The golf course budget is even looking good now.

Other Business

Clerk/Treasurer Carver presented estimates for switching the remaining phone lines of the Village from Frontier to Charter. Quotes showed a significant savings to make the change. Charter is now at the new Municipal Offices and it is an immense savings. The phone lines that remain with Frontier are the Wastewater Treatment Plant, the Lift Station alarm line and the library lines. Charter will only raise the rate after the promotional one year and then it is locked in. It is a savings even after the first year. Brey motioned to move the Wastewater Treatment Plant and the Lift Station phone lines to Charter. Melissa Kraemer seconded. Motion carried. The Library Board will need to make the decision to change the library phone lines.

The board discussed library interior painting and stucco cleaning for 2015. There were two bids submitted for interior painting. Holly discussed the stucco cleaning options. It needs cleaned and a special paint to prevent the growth of mildew. There is only one bid in at this point. Janet Kraemer recommends that the stucco be cleaned this year, but wait until February or March to paint the interior. The issue needs to be brought to the Finance Committee for the 2016 budget.

Ring motioned to set Halloween Trick-or-Treating permanently in the Village for October 31st from 4pm to 7pm every year unless there needs to be a change. Brey seconded. Motion carried.

Riek motioned to approve applications for Operator's licenses in the Village for the period ending June 30, 2016 for Marina G Faber from Plain Kwik Stop and Angela L Carter from Honey Creek Market. Janet Kraemer seconded. Motion carried.

Correspondence

There is a rumor that there is not a liquor license available for the new restaurant. The Village has one available that The Palace no longer uses. The board would need to approve once the application is submitted.

An individual inquired about raising chickens in the Village. They want three or four chickens. Ring reviewed the ordinance and the only one that would apply is noise by fowl, so a rooster would be a problem. Spring Green has an ordinance that is no roosters and no more than eight chickens. The Ordinance Committee should review and modify the ordinance.

There was also an inquiry about bees. The bees of concern are in the Town of Franklin but are adjacent to a Village property owner. There is nothing in the Village Ordinance in reference to bees.

Review and Audit of Invoices:

Ring motioned to pay Nick Ruhland the amount of \$615.47 in lieu of benefits. Melissa Kraemer seconded. Motion carried.

Janet Kraemer motioned to pay the bills as presented. Brey seconded. Motion carried.

General Fund	\$23,451.19	Capital Improvements	\$1,239.00
Library Fund	\$5,280.89	Water Utility	\$1,616.52
Green TTEC	\$1,796.09	Sewer Department	\$4,768.34
TIF District	\$78.76	Golf Course	\$898.06

Wage Reimbursements: \$14,465.58

Ring motioned to adjourn to close session at 8:12 p.m. Riek seconded. Motion carried. Roll Call Vote: Ring - Yes; Brey - Yes; Dischler – Yes; Janet Kraemer - Yes; Melissa Kraemer – Yes; and, Riek - Yes.

Sheila Carver
Clerk/Treasurer