

# Village of Plain

## Village Board Proceedings of December 9, 2015

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The Regular Monthly meeting of the Board of Trustees of the Village of Plain was held at the Municipal Office Building on December 9, 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; 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, December 7, 2015. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Dischler motioned to approve minutes from the November 11, 2015 Regular Board Meeting. Janet Kraemer seconded. Motion carried.

Riek motioned to approve minutes from the December 2, 2015 Budget Hearing. Dischler seconded. Motion carried.

Riek motioned to approve minutes from the December 2, 2015 Special Board Meeting. Melissa Kraemer seconded. Motion carried.

### **Committee Reports**

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

No Streets Committee report.

No Utilities Committee report.

#### Water Pumpage November, 2015:

Well No. 1: 648,000

Well No. 2: 885,000

Total for November: 1,533,000 gallons, which was 244,000 gallons less than last year.

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

Monthly fluoride average: .97 p.p.m. Monthly chlorine average: 0.18 p.p.m.

#### Wastewater Report for November, 2015:

Influent Monthly Average B.O.D.: 212 mg/l

Effluent Monthly Average B.O.D.: 5 Limit: 15 mg/l

Influent Monthly Average T.S.S.: 191 mg/l

Effluent Monthly Average T.S.S.: 11 Limit: 20 mg/l

Monthly Average Nitrogen Ammonia: .165 mg/l

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

Monthly Average Total Phosphorous: 1.844 mg/l

Limit: 3.6 mg/l

Total gallons treated: 2,150,900

### **Library & Golf – Janet Kraemer**

Ring attended the last meeting in Janet's place so he gave the library report. They discussed the library budget. They also discussed the health coverage and are waiting for the Village Board in order to take action. There were issues with one of the patrons. They have a couple of cracked tiles in the entrance that the Village Board will discuss later tonight.

No Golf Course report.

### **Finance & RV Court – Brian Brey**

The Finance Committee met to discuss the sale of the Municipal Building. Several factors determined the sale price of the building. A selling price of \$70,000 was verbally agreed upon by all parties involved. It will be paid back in 10 years with 2% interest by land contract. The Fire Board will meet on January 11<sup>th</sup> to officially approve. The Village Board will take action on January 13<sup>th</sup>. The sale will close by the end of January.

The RV Court Commission met and approved to increase citations by \$10. The Village of Plain issued 29 citations so far this year. This is down from previous years, but it does match statewide trends. The Commission discussed community service. Nick said they do utilize community service during the summer months and it works out nice.

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

The squad has 18,500 miles on it to date. There are comments from the public about our squad running in Spring Green. It is only used for mutual aid.

No Building Committee report.

The Plain Fire District Board's next scheduled meeting is January 11<sup>th</sup>.

### **Ordinance & Parks – Riek**

The Ordinance Committee approved verbiage for the chicken ordinance. There will be a Public Hearing by the Village Board on January 13<sup>th</sup> to approve it.

There were two donated trees planted in the park last month. Home Talent donated one and the Riek-Dosch family donated the other in memory of Merry Lynn's mother.

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

The Green TTEC Board met on November 16<sup>th</sup>. They extended the timeline for the fitness center to do more research that needs to be done.

The pump repair at the pool is still ongoing.

### **Development/Planning – Ring**

There is a kick-off meeting scheduled for December 15<sup>th</sup> at 7:30pm for an Advisory Committee to enhance and retain local businesses and attract new business to the community.

### **Police Department Report**

Officer Schreiber reported that they are training a new officer, Ben Hazard. They will try to minimize the usage of the Plain squad in Spring Green.

### **Public Works Department Report**

Nick Ruhland reported that library clock is being repaired by Public Works. Currently, there are no minute or hour hands. With the lack of snow, they are looking for work. They are also sanding and repainting the pool bathhouse doors.

The Utilities Committee met and approved purchasing a sludge pump.

Janet Kraemer inquired about taking out elms in this down time. Nick said it cannot be down this time of year. It does need to be done before they become dangerous. They get hollowed out on the inside and may break in an instant while cutting down.

Lee's Sewer and Drain Service sucked up debris in manholes near the Wastewater Treatment Plant that was jettied to the area by Public Works. If that is not done, it comes into the plant.

### **Clerk/Treasurer Report**

Sheila Carver reported:

- Carver had the second training for the new election equipment and took possession of the new equipment. A county-wide mock election was done yesterday to test the new equipment. Everything went smoothly. We are ready for the February election now.
- Carver wrote a grant for the Sauk Prairie Healthy Life Initiative for \$2,500 towards the fitness center if we move forward with the concept. They make their decisions by the end of the year on who is awarded the grants.
- Carver has been working with Gani from Sauk City's Blackhawk restaurant getting his liquor licensing paperwork in order. We should be approving that in January or possibly a special meeting if needed.
- After a few months of correspondence, Charter came back and said the phone lines that we wanted to change to Charter will cost \$10,000 in construction and they would only cover \$5,000 of that cost. Carver got the contact for Frontier that the library was using to reduce their rates and Frontier agreed to match Charter's fee of \$29.99 plus fees for these lines that remain with them.
- Dog licenses for 2016 are ready. They need to be obtained by April 1, 2016 in order to avoid a late fee or ultimately a citation from the Police Department.
- After last week's Budget Hearing Carver filed the Levy Limit document and the TIF taxes calculation with the state. She submitted the General Fund budget to the Municipal Securities Rulemaking Board, which is a requirement of our TIF General Obligation Bonds. She also submitted all documents to Sauk County so taxes can be processed. Once the county has everything processed she can submit the Statement of Taxes to the state. Residents should be receiving their tax bill soon.

### **Other Business**

Ring motioned to set the 2016 January Caucus at January 13, 2016 at 6:00 p.m. Melissa Kraemer seconded. Motion carried.

Brey motioned to appoint the 2016-2017 Election Officials as presented. Melissa Kraemer seconded. Motion carried.

Janet Kraemer motioned to approve a \$10 increase for citations effective January 1, 2016. Riek seconded. Motion carried.

There are floor tiles broken by the front door at the library. Ring talked to Kevin Kraemer and it is not because of frost. Something heavy cracked the tiles. If fixed, plywood needs to be laid if heavy equipment is brought in again. Brey motioned to repair the floor tiles in the amount of \$169.79 assuming we do not have tiles in storage. Janet Kraemer seconded. Motion carried. Nick will look to see if there are some spare tiles.

The Village Board discussed health insurance verbiage for the handbook written by the Village Attorney. The Finance Committee left it open for future boards to do what they want. After discussion, Brey motioned to approve health insurance verbiage for the handbook as presented as follows: *For employees hired prior to January 1, 2016, the Village will offer such insurance with the Village paying the full premium amount; and, For employees hired after January 1, 2016, the Village will offer such insurance with the premium contribution level to be negotiated prior to hire by the Village and employee.* Riek seconded. Motion carried.

Brey read the second reading of Ordinance 187-15; to increase sewer rates for 2016. Melissa Kraemer motioned to adopt Ordinance 187-15. Riek seconded. Motion carried.

### **Correspondence**

No Correspondence.

### **Review and Audit of Invoices:**

Melissa Kraemer motioned to pay Check #21474 payable to General Engineering Co. in the amount of \$390.00 and Check #21481 payable to Nachreiner Plumbing, Heating & Air, Inc. in the amount of \$333.84 from the Sewer Replacement Fund. Brey seconded. Motion carried.

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

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

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|--------------|-------------|----------------------|------------|
| General Fund | \$29,730.49 | Capital Improvements | \$91.35    |
| Library Fund | \$4,721.98  | Water Utility        | \$3,347.48 |
| Green TTEC   | \$864.51    | Sewer Department     | \$4,706.00 |
| TIF District | \$78.76     | Golf Course          | \$1,550.71 |

Wage Reimbursements: \$12,755.23

Melissa Kraemer motioned to adjourn at 8:12 p.m. Brey seconded. Motion carried.

Sheila Carver,  
Clerk/Treasurer