

Village of Plain

Village Board Proceedings of August 10, 2016

The Regular Monthly meeting of the Board of Trustees of the Village of Plain was held at the Municipal Office Building on August 10, 2016. The meeting was called to order by Village President Ring at 7:00 p.m.

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

Others present: Keri Olson of SCDC; Larry McCoy; Eric Kleven of Kleven Property Assessments, LLC; Kevin Visel of LightHouse Commercial Real Estate; Charles White; Marian Copus of the Home News; Officer Andy Kurek 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, August 8, 2016. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Dischler motioned to approve minutes from the July 13, 2016 Regular Board Meeting. Kevin Kraemer seconded. Motion carried with Riek abstaining.

Guests

Keri Olson updated the board in regards to Sauk County Development Corporation (SCDC). The previous SCDC Board dissolved themselves on June 20th. The new board took over on July 1st. There are 24 transitional members of this board of directors. The permanent board will have 18-22 members. Keri asked if the Village of Plain would be a financial supporter of SCDC in 2017. SCDC will not assign a specific dollar amount as they did in the past. Budget season has just started and will be reviewed during that time.

The board was introduced to Eric Kleven of Kleven Property Assessments, LLC, the recommended new Assessor by the Finance Committee. Eric started his business in 2004 with two towns and has grown to 35 municipalities. He is from Eau Claire. Kleven gave an overview of the history and priorities of his company. The 2017 contract will be maintenance only. The 2018 contract is set up as a revaluation year in this contract. The village is not out of compliance, therefore is not required to do a revaluation.

Kevin Visel was present from LightHouse Commercial Real Estate to review his marketing proposal with the board. Earlier this evening the Development & Planning Commission and the Green TTEC Board met jointly to review and recommends to the Village Board to approve. Visel talked about his history with LightHouse Commercial Real Estate. Ring motioned to approve the LightHouse marketing proposal for the business park as recommended by Development & Planning Board for signage and website & video advertising. Melissa Kraemer seconded. Motion carried. Melissa Kraemer motioned to approve the LightHouse marketing proposal as recommended by the Green TTEC Board for the Green TTEC facility for signage and website & video advertising. Ring seconded. Motion carried.

Melissa Kraemer motioned to accept the committee citizen change recommendations from the Village President. Janet Kraemer seconded. Motion carried.

Committee Reports

Streets & Utilities – Kevin Kraemer

Water Pumpage July, 2016:

Well No. 1: 964,000

Well No. 2: 1,591,000

Total for July: 2,555,000 gallons, which was 36,000 gallons more than last year.

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

Monthly fluoride average: .86 p.p.m. Monthly chlorine average: 0.12 p.p.m.

Wastewater Report for July, 2016:

Influent Monthly Average B.O.D.: 210 mg/l

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

Influent Monthly Average T.S.S.: 260 mg/l

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

Monthly Average Nitrogen Ammonia: .0550 mg/l

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

Monthly Average Total Phosphorous: 0.9756 mg/l

Limit: 3.6 mg/l

Total gallons treated: 2,141,000

The Streets Committee project for 2017 is Park Avenue. Westbrook Associates will design. It will be bid in February and start in April. It will be completed before Memorial Day. Yesterday was the letting of the Westbrook Bridge project. The low bidder is Zenith Tech, Inc. in the amount of \$112,890. The local cost is \$22,578. The start date will be late September.

Assessment Contract

Melissa Kraemer motioned to move #13 “Discussion and possible action regarding approval of the 2017 Assessment contract” up to address now. Janet Kraemer seconded. Motion carried.

Riek motioned to approve 2017 assessment maintenance contract with Kleven Property Assessments, LLC. Melissa Kraemer seconded. Motion carried.

Library & Golf – Janet Kraemer

The new Library Director is in place and eager to learn. There will be changes made to simplify processes. There are no maintenance concerns with the building at this time. Kevin Kraemer stated that there was a proposal received for the external repairs. They will know more at the end of the month.

No Golf Course Committee report.

Finance & RV Court – Brian Brey

The Finance Committee met last night to prepare the schedule for budgeting and employee reviews. Budgets will be due from committees on September 28th. All budget spreadsheets are in committee chair folders to start preparing.

No RV Court Commission report.

Police, Building & Fire District – Dischler

The Police Department has the new radios up and running. The committee will be meeting on August 24th.

Building permits up to seven.

The Fire District Board will meet on August 22nd to see what they are going to do with the municipal building. Trucks are running good.

Ordinance & Parks – Riek

No Ordinance Committee report.

No Parks Committee report.

Green TTEC & Pool – Melissa Kraemer

The Green TTEC Board decided not to pursue the fitness center at this time. There are too many hurdles to overcome. They may look at again in the future.

The pools last day open will be September 2nd. Evaluations will be done at the end of the month.

Development/Planning – Ring

The Development and Planning Commission met tonight for the LightHouse contract.

Police Department Report

Officer Andy Kurek reported last week Schreiber requested to no longer be the Officer In Charge. However, he still will be working. The committee will be meeting in a couple of weeks to discuss.

Public Works Department Report

Nick Ruhland reported Control Works, the software company for the Green TTEC HVAC system was here last week. We do have limitations with the system. He overrode the Natural mode system to prevent humidity from entering the building and that has helped. NAMI will come soon to assess the issue as well.

Clerk/Treasurer Report

Sheila Carver reported:

- Plain Fest flyers are ready to be hung up if anyone wants to take some.
- Carver submitted the Recycling Grant application with the DNR to ensure we receive funds in 2017.
- The election yesterday had 75 voters. This is a 13% turnout, which is lower than the 20% predicted.
- Members of the Advisory Panel met with River Valley School District Administrators last night. We were looking for more information on their referendum for November. The referendum is a four year revenue increase that totals \$9,350,000. These funds are for keeping the status quo. All elementary schools will remain open for another four years if this referendum passes. At that point in time, to keep the status quo for that next set of four years, from 2021-2025, they estimate that they will need a \$17,000,000 referendum to continue. It appears that consolidation will happen at some point because of continued declining student population in the district as well as decreasing funding from the state. So we learned that this referendum is actually just putting off the inevitable.

Other Business

Kevin Kraemer motioned to adopt Resolution #2016-05, Compliance Maintenance Annual Report. Janet Kraemer seconded. Motion carried.

Melissa Kraemer motioned to approve a Temporary Class B Retailer's license and temporary operator's licenses for Lionel Price and Matthew Price for the Plain Lions Golf Tournament event on September 10, 2016. Kevin Kraemer seconded. Motion carried.

Riek motioned to approve an operator's licenses for Jerri L Prem working for the American Legion for the period ending June 30, 2017. Kevin Kraemer seconded. Motion carried.

Correspondence

No correspondence.

Review and Audit of Invoices:

Kevin Kraemer motioned to pay Check #22059 payable to Crane Engineering in the amount of \$26,085.56 and Check #22078 payable to M&W Fabrication and Repair, LLC in the amount of \$1,706.60 from the Sewer Replacement Fund. Riek seconded. Motion carried.

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

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| General Fund | \$36,089.53 | Water Utility | \$6,664.59 |
| Library Fund | \$3,569.08 | Sewer Department | \$31,358.87 |
| Green TTEC | \$1,705.75 | Golf Course | \$2,845.67 |
| TIF District | \$35,507.51 | | |
| Wage Reimbursements: | \$20,013.63 | | |

Melissa Kraemer motioned to adjourn at 8:54 p.m. Dischler seconded. Motion carried.

Sheila Carver,
Clerk/Treasurer