

Village of Plain

Village Board Proceedings of July 13, 2016

The Regular Monthly meeting of the Board of Trustees of the Village of Plain was held at the Municipal Office Building on July 13, 2016. 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; Kevin Kraemer; and, Melissa Kraemer, Trustees. Trustee Merry Lynn Riek was absent.

Others present: Edward Wittmann; Marina Faber; Marian Copus of the Home News; Officer Michael Havlik; 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, July 11, 2016. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Janet Kraemer motioned to approve minutes from the June 8, 2016 Regular Board Meeting. Brey seconded. Motion carried.

Guest

The Development and Planning Commission held a Public Hearing earlier this evening concerning a variance from the residential setback requirements and square footage limitations, for the purpose of construction of a detached garage at 1290 Main Street owned by Edward Wittman. The commission recommended approval of the variance. Janet Kraemer motioned to approve the variance. Kevin Kraemer seconded. Motion carried.

Committee Reports

Streets & Utilities – Kevin Kraemer

Water Pumpage June, 2016:

Well No. 1: 1,018,000

Well No. 2: 1,500,000

Total for June: 2,518,000 gallons, which was 380,000 gallons more than last year.

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

Monthly fluoride average: .82 p.p.m. Monthly chlorine average: 0.16 p.p.m.

Wastewater Report for June, 2016:

Influent Monthly Average B.O.D.: 181 mg/l

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

Influent Monthly Average T.S.S.: 195 mg/l

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

Monthly Average Nitrogen Ammonia: .048895 mg/l

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

Monthly Average Total Phosphorous: 0.8693 mg/l

Limit: 3.6 mg/l

Total gallons treated: 2,185,100

The Streets Committee met to update the five year plan. The 2017 project is Park Avenue. Streets will also repair a storm pipe on the golf course this fall. Sidewalk repairs were also discussed. There is \$2,000 in the budget for sidewalk repairs. Blacktop sidewalk patching was done last week and concrete was poured today on Oak and Cedar.

The Utilities Committee met to discuss the impact of the Park Avenue project. Utility work will be minimal for the project, but surprises are expected. They are working on a main, lateral, fire hydrant and water valves map. The phosphorus plan is to stay idle until we see how this all shakes out. The clarifier is down this week for rehab. The final coat will be on by Friday.

Library & Golf – Janet Kraemer

The new Library Director is hired. South Central Library System (SCLS) will help with some training along with the Library Board and current employees. Checkouts are up 2.4% for the year. There were 65 kids signed up for June's library program. The program will start back up in August. There is a concern of paint buckling in the high ceiling area of the community room in the library. Nick will investigate. We are still waiting on the exterior repair.

The Golf Course Committee is hoping to meet soon. There was a major repair to the front deck mower. The cost will be shared by parks. The first application of weed killer worked. Nick is not sure about the results of a recent second application.

Finance & RV Court – Brian Brey

The Finance Committee will meet July 19th to review four Assessor proposals. They will meet again on August 9th to prepare the schedule for budgeting and employee review.

No RV Court Commission report.

Police, Building & Fire District – Dischler

No Police Department report.

No Building Committee report.

The Fire District Board met last Monday. The #1 tanker went in for repair. They have back up with Spring Green. It will be back by Friday. There was a mechanical issue with the ambulance that Loren Thering took care of right away. There have been a lot of calls recently. There has been no work on old Municipal Building yet.

Ordinance & Parks – Riek

No Ordinance Committee report.

No Parks Committee report.

Green TTEC & Pool – Melissa Kraemer

The Green TTEC Board will meet next week to discuss the fitness center. Letters were sent to businesses to be in support. The board will also discuss the potential marketing of Green TTEC spaces for lease. The tenants in the incubator have vacated their space.

The Pool Committee met on June 13th to talk about maintenance issues. Badger Pools did repair the leak. There have been staffing issues where the pool had to be closed. The issue is still a work in progress. There have been 43 pool passes sold.

Development/Planning – Ring

The Development and Planning Commission met to review the covenants, marketing the Business Park and Green TTEC spaces and the Wittmann garage variance.

Ring met with Kevin Visel, a commercial realtor. History and background was exchanged. The discussed what we want to accomplish and his business accomplishments as well as expectations of each other. Location is our biggest challenge. Ring followed up with calls to other realtors, but they had no interest. Visel will provide a quote that will be reviewed by the commission and brought to the board. Ring invited the board to come to the Development and Planning meeting to review the proposal since Visel will be in attendance.

Police Department Report

Officer Michael Havlik reported that the portable radios have been received and are currently being programmed. They are being paid for tonight and will be submitted for reimbursement.

Public Works Department Report

The sewer department was recently audited by the DNR. Nick Ruhland did a very good job with the evaluation. There were a couple of deficiencies in testing and Nick has changed the protocol. Ring received the closing letter.

Clerk/Treasurer Report

Sheila Carver reported:

- The annual petition was submitted for county bridge aid to the Sauk County Highway Department in hopes to receive funding for our portion of the Westbrook Bridge repair.
- The annual filing was submitted for liquor licenses to the state after they were approved at the June meeting.
- The audit paperwork for our annual Worker's Compensation policy was submitted. This submission helps the insurance company determine if we get a partial refund or have to pay an additional premium. It also assists them in determining next year's rate. A check for \$2,278.00 was just received for this and included a liability refund.
- Carver was trained on the new pet licensing software. She spent time transferring all of the information over manually to avoid the \$800 fee for them to do a file transfer.
- For Plain Fest promotion, the float was taken through the Butterfest and the Witwen parades. Carver felt that we were very well received in Witwen. Ring requested board members to participate in the three-day parade.

Other Business

Melissa Kraemer motioned to approve an operator’s licenses for Cassandra Carpenter working for I-Diehl Tap for the period ending June 30, 2017. Dischler seconded. Motion carried.

Melissa Kraemer motioned to approve the hiring of Mikayla Haas and Claire Kaukl at the pool and Thomas Bernards for Public Works. Kevin Kraemer seconded. Motion carried.

Ring explained the revisions to the covenants for the Honey Creek Business Park. They are less restrictive and they removed the fluff. After discussion, Melissa Kraemer motioned to approve with a 42 inch correction to the height of a stationary rail in VIII-B on page 6. Janet Kraemer seconded. Motion carried.

Correspondence

No correspondence.

Review and Audit of Invoices:

Kevin Kraemer motioned to pay Check #21988 payable to Energenecs, Inc. in the amount of \$3,719.00 and Check #22007 payable to Nachreiner Plumbing, Heating & Air in the amount of \$308.80 from the Sewer Replacement Fund. Melissa Kraemer seconded. Motion carried.

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

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| General Fund | \$38,437.54 | Water Utility | \$2,247.72 |
| Library Fund | \$4,104.42 | Sewer Department | \$7,796.08 |
| Green TTEC | \$1,349.25 | Golf Course | \$4,425.12 |
| TIF District | \$78.76 | | |

Wage Reimbursements: \$28,183.51

Melissa Kraemer motioned to adjourn to Closed Session at 8:17 p.m. Riek seconded. Motion carried. Roll Call Vote: Ring – Yes; Brey - Yes; Dischler – Yes; Janet Kraemer - Yes; Kevin Kraemer – Yes; and, Melissa Kraemer – Yes.

Sheila Carver,
Clerk/Treasurer