

## **Village of Plain**

### **Village Board Proceedings of February 8, 2017**

---

The Regular Monthly meeting of the Board of Trustees of the Village of Plain was held at the Municipal Office Building on February 8, 2017. The meeting was called to order by Village President Ring at 7:00 p.m.

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

Others present: Kevin Visel; Duane Meise; Marian Copus of the Home News; Officer Andrew 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, February 6, 2017. Notice was emailed to the Home News and the Baraboo News Republic on the same date.

Kevin Kraemer motioned to approve minutes from the January 11, 2017 Regular Board Meeting. Janet Kraemer seconded. Motion carried.

#### **Guests**

Kevin Visel, Commercial Realtor formally of Lighthouse Commercial Real Estate, addressed the board about retaining him as a realtor now that he has gone on his own. Visel has started Acres Realty. He has been in touch with commercial brokers by email and phone. He has been working on lists that are good potential leads. The current signs and video have the Lighthouse brand on it. If we switch to Acres Realty, one of the realtors will take care of the cost of updating the signs and video. The Village has two options; continue with Lighthouse Commercial Real Estate with David or continue with Acres Realty with Kevin. Brey questioned a mailing Visel spoke of that would cost \$300 for 600 leads. Then another \$300-\$400 to print and mail. The Village can opt out of the current contract now. Ring asked why we should go to Acres Realty versus Lighthouse. Visel is willing to put forth \$2,000 to keep it going, it shows that he wants it to succeed and will give it his best effort. The Village land is in limbo but being taken care of. No one is actively marketing it except for the signs and what is online. Riek would like to hear from David from Lighthouse. Visel wants the Village to make a good decision. Ring would like a reference as well.

Duane Meise addressed the board regarding the Village owned properties that the American Legion building and the Veteran's Memorial is located on. The Legion would like to take ownership as well as sell the American Legion building. The board does not have any issues with selling the land that the Veteran's Memorial is on. If the land were to be sold that the American Legion building sits on, there would need to be contingencies in the sale. It would be nice to have a buyer first. The Village Attorney would need to be involved. Ring needs to do research and get information. Meise would like the property given to the American Legion. The Village learned with the business park property that land cannot be given away.

## **Committee Reports**

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

The Streets Committee is moving ahead with the Park Avenue project. The bid date is March 6<sup>th</sup> and the Village Board will approve at next board meeting. If funds are left over, the committee plans to do a resurfacing overlay on Wildwood Drive.

The Utilities Department is researching secondary advanced pumps. Once the specs are ready, they will send out to pump companies for bids. This pump replacement takes us to the end of the major pump replacement that was started six years ago.

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

Nick Ruhland reported that Service Electric was at the library this week to change some ballasts.

On April 23<sup>rd</sup> the Golf Course Committee will have their chicken BBQ again for a golf course fundraiser. We are losing a Golf Course Committee member, Jay Feiner.

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

The Finance Committee will be having a joint public meeting with Streets and Utilities to discuss hiring a new Public Works Director next year.

Brey had conversations with Officer Kurek about instructing an ALICE class for employees and board members. ALICE stands for Alert, Lockdown, Inform, Counter, and Evacuate. It was suggested that the community as a whole should be invited and encourage business owners to attend. It lasts an hour and will be some time in March.

No RV Court Commission report.

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

No Police Department report.

No Building Committee report.

No Fire District Board report. Ring would like to see an annual report on the number of calls.

### **Ordinance & Parks – Riek**

No Ordinance Committee report. Ring would like a meeting in regards to grass clippings.

The Parks Committee met on Monday. They would like to change the options and pricing for renting pavilion and would like the board's thoughts. There will no longer be a breakdown of options. There will be a charge to residents of \$175, non-residents of \$250 and organizations that hold a three day event would be charged \$300. The board suggested a lot of additions and other pricing options. The committee will reform the application. The board will have final approval when it is ready.

The Parks Committee addressed usage of the BBQ Building. The Village's insurance would cover injury or accidents at the building. It was determined that the Fire Department should have the control over usage of the building.

There was a request for pitching machine for the Plain baseball teams. The pitching machine cost is \$650 and can be used for baseball and softball. The account has a balance of \$4,214.61. The requester was asked to turn in an official application for it.

**Green TTEC & Pool – Melissa Kraemer**

The Yoga classes at Green TTEC have been scheduled and will be starting March 1<sup>st</sup>.

The Pool Committee will be meeting Monday evening at 6:30 p.m.

**Development/Planning – Ring**

No Development & Planning Commission report.

**Police Department Report**

Officer Andy Kurek informed the board that the \$4,000 grant purchases have been made. The signs were received recently. The Police Department also received a grant for a squad computer. That order is slowly trickling in with all of the components. It will take 4-6 weeks for everything to arrive.

**Public Works Department Report**

Water Pumpage January, 2017:

Well No. 1: 1,003,000

Well No. 2: 730,000

Total for January: 1,733,000 gallons, which was 155,000 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: .93 p.p.m. Monthly chlorine average: 0.22 p.p.m.

Wastewater Report for January, 2017:

Influent Monthly Average B.O.D.: 145 mg/l

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

Influent Monthly Average T.S.S.: 146 mg/l

Effluent Monthly Average T.S.S.: 12 Limit: 20 mg/l

Monthly Average Nitrogen Ammonia: .309 mg/l

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

Monthly Average Total Phosphorous: 1.056 mg/l

Limit: 3.6 mg/l

Total gallons treated: 2,601,400

The Westbrook Bridge needs to be inspected again. This is to show that last year's rehab has improved the overall score.

Public Works has been patching potholes this week.

The EPA is making some changes to the state variance program with phosphorus.

### **Clerk/Treasurer Report**

Sheila Carver reported:

- Tax collections were turned over to the county on Friday. Collections totaled \$1,350,860.80.
- The Auditor sent the adjusting journal entries for 2016 and the year was finalized today.
- Carver completed the annual report for the U.S. Census Bureau for the number of new housing units. The year 2016 was the ninth year in a row that it was a zero report. It sounds like we may have one addition in 2017 though.
- The Spring Primary will be held on February 21<sup>st</sup>. There are three races on the ballot: State Superintendent of Public Instruction and two River Valley School District board positions. Typically, the February election has low turnout. With the school district on the ballot, a higher turnout is expected.
- During the months of February through April the Department of Revenue Bureau of Equalization staff will be reviewing assessments of homes sold in 2015. They will be reviewing the land and improvements from the road, taking pictures and possibly talking with buyers and sellers. Carver has the staff names and vehicle descriptions in case any residents become concerned.

### **Other Business**

No Other Business

### **Correspondence**

John Dischler is receiving the "Hero of a Lifetime" award from the American Red Cross for his lifetime dedication as a volunteer EMT and firefighter. He will be recognized at a ceremony on February 18<sup>th</sup> at Ho-Chunk Gaming Wisconsin Dells.

Lamer's Bus Service sent a letter to the Village thanking Public Works for doing such a great job with clearing the roads this winter.

A letter will be drafted to Howard Marklein in regards to the fiscal impact of phosphorus regulations.

**Review and Audit of Invoices:**

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

General Fund	\$437,772.13	Water Utility	\$27,604.43
Library Fund	\$14,910.89	Sewer Department	\$1,228.96
Green TTEC	\$2,186.01	Golf Course	\$438.56
TIF District	\$24,705.00	Capital Improvements	\$49.96
Debt Services	\$147,779.17		

Wage Reimbursements: \$14,714.65

Janet Kraemer motioned to adjourn at 8:54 p.m. Kevin Kraemer seconded. Motion carried.

Sheila Carver,  
Clerk/Treasurer