

## **Village of Plain**

### **Village Board Proceedings of July 8, 2020**

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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, located at 510 Main Street, on July 8, 2020. The meeting was called to order by Village President Ray Ring at 7:00 p.m.

Roll Call: Ray Ring, Village President; Tracey Brent; Brian Brey; Andrew Kraemer; Melissa Marx; Merry Lynn Riek; and, Steve Whitford, Trustees.

Others present: Kevin Kraemer; Dennis Polivka; Marian Copus of the *Home News*; Chief Mike Stoddard; and, John Ruhland, Public Works Director.

Notice of this meeting, along with the agenda, was posted at the following locations in the Village of Plain: Plain Municipal Office Building; Plain Post Office; and the exterior of The Peoples Community Bank area on Monday, June 9, 2020. Notice was emailed to the *Home News* and the *Baraboo News Republic* on the same date.

Brey motioned to move agenda item #15 to after #6. Kraemer seconded. Motion carried.

Brey motioned to approve minutes from the June 10, 2020 Regular Board Meeting. Marx seconded. Motion carried.

Marx motioned to approve minutes from the June 23, 2020 Special Board Meeting. Brey seconded. Motion carried.

#### **Guests**

Ring informed the board of the Development & Planning Commission Public Hearing for the fowl restriction variance request from David & Emily Stienmetz for the purpose of boarding four chickens. The Commission recommends unanimously to not approve the variance. One neighbor showed up and was opposed. Three others sent in previous comments not having an issue with chickens. There were concerns of setting a precedent as well as; maintenance with veterinarian; cleaning of the coop; disease; local dogs; and wild animal attraction. Marx motioned to accept the Development & Planning Commission's recommendation and deny the variance. Kraemer seconded. Motion carried. Roll Call Vote: Ring - Yes; Brent - Yes; Brey - Yes; Kraemer - Yes; Marx - Yes; Riek- Yes; and, Whitford - Yes.

Dennis Polivka, Sauk County Supervisor, informed the board that a few County employees are still working from home due to COVID-19. At the end of April, the Corporate Counsel contract was terminated. The county now has contracted with von Briesen & Roper. They are looking into having an in-office employee to do day-to-day operations. There is a sales tax shortage in the budget. Everyone is working together to get past the COVID-19 issues. Ring questioned how Sauk County is dealing with COVID-19. Polivka stands with where we are at right now. Businesses need to make their own decisions following the current county recommendations. The County is transitioning from an Administrator Coordinator to an Administrator. This takes the pressure off the County Board. They are working with what to do with water at the airport.

Fire Chief John Ruhland announced that even though the annual Fire & EMS 3-Day Celebration is cancelled, they are still doing a Chicken BBQ on Sunday, July 26<sup>th</sup>. They will be serving out of Fire Department. Also, the Saturday night event discussed at the last meeting is not going to happen.

Kevin Kraemer purchased land for future development for annexation to the Village of Plain. The Development & Planning Commission and the Golf Course Committee met last night for the presentation. Kevin Kraemer addressed the board regarding his plans for the new residential development. The design would need access to the area via the fourth green and the fifth tee off. The other access point would be in the center of the property on the east end, near the end of Crestwood Drive. Part of the development will accommodate the transformations needed for the golf course layouts with outside economic help. Ring explained the annexation steps. The August board meeting night will encompass the Ordinance public hearing as well as assigning the zoning. The Development & Planning Commission unanimously approved the street going through that area as well as providing assistance to ensure it happens. Ring thanked Kevin Kraemer for helping to grow the Village of Plain. Ring motioned to approve what has been presented by Kevin Kraemer. Marx seconded. Motion carried.

### **Committee Reports**

#### **Streets & Utilities – Steve Whitford**

The Streets Committee hosted a public meeting for the citizens of Nachreiner Avenue to explain the project to them. Strand is finalizing the drawings. There will be a meeting to review. The seal coating project is complete. They will return to remove the loose gravel within a couple of weeks. The Cherry Street sidewalk project has not started yet.

The Sewer Headworks Upgrade Project has not started yet.

#### **Golf – Andrew Kraemer**

With the new development, the golf course will allow the new street to come through where needed with the condition of 3.9 acre of the annexed property being donated to the course to accommodate the new street. There is also a monetary donation to help with greens and tees work. The Committee unanimously voted to approve. A designer will come up with options for the changes needed.

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

The Finance Committee met in Closed Session last week. They will be starting in August to plan for budgeting and employee reviews.

No RV Court report.

## **Police & Library – Tracey Brent**

No Police Committee report.

The Library Board met on June 29<sup>th</sup>. They had 582 visitors since reopening. They are slowly restoring services. Computers are available, they are allowing more individuals in the building, but they still have reduced hours. They have extended their mask policy through the month of July. The summer program is happening, but it is online. The Community room is having issues with humidity and dampness. John Ruhland said there is in floor heating, so it could be a leak. Due to COVID-19, there could be budgeting issues because circulation is a part of the formula for County funding. If Covid-19 is taken into consideration, there may not be an issue.

## **Fire District & Parks – Merry Lynn Riek**

The playground will possibly be installed next week. The delay is a trickle-down effect from COVID-19. There was some damage at the park that has been fixed and the Police Department was notified to talk to the minors involved. Youth in need of community service was asked to help out with Rec Program.

The Fire Board met on July 6<sup>th</sup>. They are looking at how services are priced. They would like a \$25 increase in certain medications to avoid losing money. Due to the minimal shelf life and some has to be disposed of if not used in a timely manner. The new overhead doors are installed in the Fire Station. They reviewed the cleaning contract relating to insurance. The skid unit was ordered for the potential UTV. The timing of the UTV purchase is uncertain due to the cancellation of the celebration. The Fire Department may have a contractor for the billing of nonresident car accidents. John Ruhland would like new LEDs for fire trucks. Kay Feiner reported on the new Horton ambulance exploring the equipment needs and lettering. The funding for the purchase is being worked out. The EMS office moved upstairs. The Fire Department lost their offsite storage are, so they are investigating renting another place. Jason Schluter may build a shed to house cold storage for the Fire Department. Ring suggested that Kevin Kraemer may have available buildings that exist in the new development. They discussed Length-of-Service (LOS) performance incentives for Fire and EMS. It is a point system that generates payments to a fund. Since COVID-19, they have had cancelled meetings so the point structures are down. They are looking at increases to earn the LOS. Nominations for the Fire Board stayed the same. There were 17 fire calls year-to-date and 79 EMS calls to date. Those numbers are down due to the Safer-at-Home order, no one was traveling. The second half of municipal payments are due September 20<sup>th</sup>. The next meeting will be September 14<sup>th</sup>.

## **Pool & Ordinance – Melissa Marx**

The pool attendance is outstanding. They are seeing 20-60 people during the day and 15-30 at night. This is up from last year along with more pool passes sold. They decided not to allow the scuba lessons. There was concern of COVID-19 and the people from Dane County that would come here. Lap swim has started on Mondays and Wednesdays. Ice cream sales are significant. There was a group of kids that were banned. The state inspection was today and the only write-up was paint chips in the deep end. It needs to be painted every year and this year was rushed so it was not painted.

No Ordinance Committee report.

## **Development/Planning – Ray Ring**

The Development & Planning Commission met for the new development and the chicken ordinance.

## **Police Department Report**

Chief Stoddard reported that the new Central Square Records Management System is scheduled to go live in August. The Officers had a lot of training for it. It will work out well with so much data at the tip of their fingers. Stoddard is moving the evidence storage to Spring Green. They are short staffed with Joe Crook's departure, but Stoddard is talking to potential new hires.

## **Public Works Department Report**

John Ruhland reported that Public Works has an Intern named Brandon. He was assigned to the Village for 90 days from the Department of Workforce Development. He lives close by and is interested in golf courses, that is how Plain was chosen. He helps out in other Public Works areas as well. There is no expense to the Village to have him work for us. Ruhland and Carver completed the annual Compliance Maintenance Annual Report. The resolution will be approved tonight. There were some sidewalk issues due to trees in the terrace. There was cold patch placed to take care of trip hazards. They did some cold patching in alleys and streets.

On Maple Street, they did a 60-foot sewer main replacement and installed a new manhole. There was an area west of Park Avenue that had a sinkhole that required a 40-foot replacement of sewer main. There is an area on Highway 23 by Cherry Street that was having issues. The water table is at four feet and the main sits at six feet. A video was sent to Visu-Sewer with the intention of robotic grouting to avoid putting in a new pipe due to it being under water.

Well #1 that has a touch screen that controls both wells and the reservoir levels. It is not working so they have to open the tank to inspect the levels. Hopefully, that will be taken care of tomorrow. Ruhland is doing lead and copper testing for the DNR. The Golf Course had a major seeding and they are cutting dead trees. Ruhland will be gone Friday thru Wednesday.

Brey questioned sewer plant upgrade. General Engineering is looking at the end of August, but could be pushed back to September or October.

### Water      June-20

Pumpage for Well No. 1	979,000	gallons		
Pumpage for Well No. 2	1,340,000	gallons		
Total Pumpage for Month	2,319,000	gallons		
Total Pumpage for the Month Last Year	2,078,000	gallons		
	This is 241,000	gallons	more	than last year.
Monthly fluoride average	0.72	ppm		
Monthly chlorine average	0.18	ppm		

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

## Wastewater June-20

Influent Monthly Average B.O.D.	177	mg/l	
Effluent Monthly Average B.O.D.	9	mg/l	Limit: 15 mg/l
Influent Monthly Average T.S.S.	196	mg/l	
Effluent Monthly Average T.S.S.	15	mg/l	Limit: 20 mg/l
Monthly Average Nitrogen Ammonia	0.226	mg/l	
Limit: 4.3 mg/l Monthly: October-April			
8.0 mg/l Monthly: May-September			
20.0 mg/l Daily			
Monthly Average Total Phosphorous	0.834	mg/l	Limit: 1.2 mg/l
Total Gallons Treated	2,638,000	gallons	

## Clerk/Treasurer Report

Carver submitted a grant application for the WEC CARES Subgrant, which is a grant to cover certain election expenses for the 2020 calendar year due to COVID-19. Funds for the April election have been received already. The annual filing of liquor licenses to the state was submitted after they were approved at the June meeting. The ballots for the August election have been received, which is a primary for November. There are no contested races on the ballot so it will be a very slow election. However, 20 absentee ballots have been issued already. There will not be a shortage of absentee ballots like the news has proclaimed. Strassenfest will happen this year.

## Other Business

Marx motioned to adopt Ordinance #209-20: Amending the Code of the Village of Plain to Add Necessary Elements Needed to Perform Commercial Building Inspections by a Certified Building Inspector. Riek seconded. Motion carried.

Riek motioned to adopt Resolution #2020-13: Waiving Interest and Penalties on Property Tax Payment Installments Due on or After April 1, 2020. Marx seconded. Motion carried.

Marx motioned to of Resolution #2020-14, Compliance Maintenance Annual Report. Brent seconded. Motion carried.

The Food Stand Application was reviewed. It only pertains to sales of brats, hamburgers, pizza, baked goods and soda/lemonade/water. It will not affect the Farmer's Market. Marx motioned to accept the Food Stand Lot Application with clarification on form. Riek seconded. Motion carried.

## Correspondence

No correspondence.

**Review and Audit of Invoices:**

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

General Fund	\$43,422.51	Water Utility	\$13,312.32
Library Fund	\$4,101.07	Sewer Department	\$13,503.16
Capital Improvements	\$1,801.00	Golf Course	\$2,765.23
TIF District	\$78.76	Green TTEC	\$104.98

Wage Reimbursements: \$28,276.94

Brey motioned to adjourn at 8:55 p.m. Kraemer seconded. Motion carried.

Sheila Carver,  
Clerk/Treasurer