

# **Village of Plain**

## **Village Board Proceedings of November 9, 2022**

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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 November 9, 2022. The meeting was called to order by Village President Ray Ring at 7:00 p.m.

The following members were present: Ray Ring, Village President; Brian Brey; Melissa Marx; Wade Neubauer; Merry Lynn Riek; Steve Whitford, and, Kelly Yanke, Trustees.

Others present: Marie Lins

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 Kraemer Library & Community Center on Monday, November 7, 2022. Notice was emailed to the *Home News*; *Valley Sentinel*; and, the *Baraboo News Republic*.

Riek motioned to approve minutes from the October 12, 2022 Regular Board Meeting. Neubauer seconded. Motion carried.

### **Zoom call with Waldmünchen, Germany**

Others present on Zoom: Markus Ackerman, Mayor of Waldmünchen, Germany along with his City Council; Petra Schoplocher; Jonathan Shipley, Baraboo News Republic; Ken Kraemer; and, Mike Stoddard.

Ring did an overview of sister cities and the aspects of cultural sharing. An informal agreement was made in 2002. Tonight is about making it formal. Markus declared it is a great day for our two cities. Marie Lins will be the representative for the Village of Plain for the sister city agreement. Petra Schoplocher will be the representative from Waldmünchen. Ring presented a book on Waldmünchen that Markus gave the Village. Waldmünchen already has sister city agreements with cities in the Czech Republic, two in Germany and then also in France. Ring motioned to approve the sister city agreement as presented. Marx seconded. Motion carried.

The zoom call ended at 7:29 p.m.

### **Committee Reports**

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

The Streets Committee is looking into seal coating Honey Creek Circle next year.

The manhole was reconstructed in the alley between the old grocery store and Ring's Bar. Public Works is continuing to winterize, jetting sanitary lines and street sweeping.

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

No Pool Committee report.

No Ordinance Committee report.

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

No Parks Committee report.

The Fire Board has a meeting scheduled for January 9<sup>th</sup>.

### **Finance & Golf Course – Brian Brey**

The Finance Committee met on October 25<sup>th</sup> with committees. There are no cuts.

No Golf Course Committee report.

### **Library & RV Court – Kelly Yanke**

The library met on October 24<sup>th</sup>. BL Signs is still finalizing numbers for the new outdoor sign. The fire and security system was upgraded by Best Defense. Visitor numbers were up in October mostly due to the Farm Art DTour and Strassenfest. They had 12 attendees for the senior movie. The next one will be November 17<sup>th</sup>. The library received a grant for a mobile programming kit which includes microphones and a screen. They were able to disconnect three landlines due to the upgrade to the fire and security systems. Greg Kraemer will be installing new paneling around the new fire/security panel in the entryway. The library will be closed on November 19<sup>th</sup> and 25<sup>th</sup>, December 24<sup>th</sup> and 25<sup>th</sup> and January 2<sup>nd</sup>.

RV Court reported no tickets. It has been very quiet. There was a disorderly conduct at the Fire & EMS Celebration last summer. Court will be held in Plain starting in November.

### **Police – Wade Neubauer**

The abandoned vehicles were removed on Cedar Street. Travis was distributing candy on Halloween.

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

The lease with Driftless Extracts is signed. Strassenfest was very successful. Multiple donations will help with next year's expenses because we try to operate as no profit. Ring sent a thank you letter to the Home News Editor. Wormfarm Institute also submitted a thank you letter. They estimated 2,500 watched the shows with thousands more that just viewed the puppet. Local businesses claimed to have seen a spike in business during that time. The Strassenfest Committee had a debrief meeting to discuss changes for next year.

### **Police Department Report**

No Police Department report.

## **Public Works Department Report**

### Water

October-22

Pumpage for Well No. 1	885,000	gallons	
Pumpage for Well No. 2	<u>906,000</u>	gallons	
Total Pumpage for Month	1,791,000	gallons	
Total Pumpage for the Month Last Year	2,323,000	gallons	
	This is 532,000	gallons	less than last year.
Monthly chlorine average	0.12	ppm	

Two bacti samples and two well samples were sent to the State Lab. All samples tested safe.

### Wastewater October-22

Influent Monthly Average B.O.D.	225	mg/l	
Effluent Monthly Average B.O.D.	4	mg/l	Limit: 15 mg/l
Influent Monthly Average T.S.S.	277	mg/l	
Effluent Monthly Average T.S.S.	11	mg/l	Limit: 20 mg/l
Monthly Average Nitrogen Ammonia	1.140	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	0.483	mg/l	Limit: 1.2 mg/l
Total Gallons Treated	1,922,000	gallons	

## **Clerk/Treasurer Report**

Carver reported that Susan Bindl donated her profits from the concession stand back to the park in the amount of \$514.25. The donation was down this year because she did not raise her prices even though her expenses increased. She intends to increase prices next year. Thank you to Susan Bindl. At the November General Election yesterday, we had 386 voters. This is down from the November 2020 Presidential Election that had 492 voters. Of those 386 voters, there were 41 absentee ballots. Carver and Ruhland met with General Engineering in regards to funding for the Cedar Street project. An intent to apply was submitted for the Clean Water Fund Program and the Safe Drinking Water Loan Program. Those programs have up to a 50% principal forgiveness on the water and sewer portions of the project. Carver also plans to apply for the Local Road Improvement Program through Sauk County that is usually around \$20,000. When Carver originally did the target survey for Cedar Street, there were two surveys that were not returned. We can only have one not returned and that is why we could not apply for the CDBG grant. John is going to talk to one of them and if the conversation is positive, Carver is going to try the target survey again. The budget hearing is scheduled for December 7th at 7:00 p.m. Carver will send the budget packets as soon as information is received. There are final numbers from the state that factor into the total mill rate and they have a deadline of November 30th.

**Other Business**

Brey read the second reading of Ordinance #218-22: An Ordinance to add Section 1.145 of the Village Code of Ordinances to add a Village Administrator position. Brey motioned to adopt Ordinance #218-22. Whitford seconded. Motion carried.

Marx motioned to approve the job description of the Village Administrator. Riek seconded. Motion carried.

Marx motioned to appoint Sheila Carver as the Village Administrator/Clerk/Treasurer. Yanke seconded. Motion carried.

Carver read the first reading of Ordinance #219-22: An Ordinance increasing sewer rates for 2023.

Marx motioned to close Park Avenue for Christkindlmarkt on November 26, 2022. Yanke seconded. Motion carried.

Marx motioned to place the following special assessments on the 2022 tax roll:

- Parcel # 171-0031-00000 curb/gutter in the amount of \$207.27
- Parcel # 171-0030-00000 curb/gutter in the amount of \$141.12
- Parcel # 171-0015-00000 curb/gutter in the amount of \$291.06

Whitford seconded. Motion carried.

Brey motioned to adopt Resolution 2022-08: a Resolution approving a loan for the 2022 Dodge Ram. Whitford seconded. Motion carried. Roll Call Vote: Ring - Yes; Brey - Yes; Marx - Yes; Neubauer - Yes; Riek - Yes; Whitford - Yes; and, Yanke - Yes

**Correspondence**

No correspondence.

**Review and Audit of Invoices:**

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

General Fund	\$38,989.44	Water Utility	\$7,836.53
Library Fund	\$9,405.65	Sewer Department	\$6,315.93
Capital Improvements	\$64,217.91	Golf Course	\$1,088.83
TIF District	\$78.76		

Wage Reimbursements: \$17,281.12

Brey motioned to adjourn at 7:57 p.m. Marx seconded. Motion carried.

Sheila Carver,  
Administrator/Clerk/Treasurer