

Village of Plain

Village Board Proceedings of December 13, 2023

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 December 13, 2023. 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; Terry Drone; Melissa Marx; Wade Neubauer; Merry Lynn Riek; Steve Whitford, and, Kelly Yanke, Trustees.

Others present: Stef Morrill Kerckhoff; Angela Merritt; Rich Merritt; Michelle Connors; Charles Ellis; Rebecca Ellis and, Mike Stoddard, Chief of Police.

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, December 11, 2023. Notice was emailed to the *Home News*; *Valley Sentinel*; and, the *Baraboo News Republic*.

Marx motioned to approve minutes from the November 8, 2023 Regular Board Meeting. Yanke seconded. Motion carried. Motion carried.

Riek motioned to approve minutes from the December 6, 2023 Special Meeting. Marx seconded. Motion carried.

Riek motioned to approve minutes from the December 6, 2023 Budget Hearing/Special Meeting. Marx seconded. Motion carried.

Scheduled Appearance

Stef Morrill Kerckhoff of River Valley Commons addressed the board regarding a housing coalition. River Valley Commons is a nonprofit that serves the River Valley School District area with a mission to increase the well-being of those who live within it. There is a housing problem in the area whether it be seniors, workers or families. By bringing the people of the district together, it allows the collaboration of expertise to discuss creative ways and mitigate risks. Their first mission is to create a regional housing plan. The coalition will meet monthly starting on Monday, December 18th. They are hoping for a representative from Plain. Marx and Ring have an interest and will discuss who should go.

Committee Reports

Streets & Utilities – Steve Whitford

The bid advertisements for the Cedar Street/St. Luke's Avenue project will be published on January 10th, 17th and 24th, with a bid opening on January 31st. It will then come to the board for action.

The storm sewer work for the Highway 23 DOT project will be advertised at the end of January.

There was a valve replaced at Honey Creek Drive and Meadow Lane because of failure. A manhole was replaced in the northwest corner of Mathy's parking lot.

Pool & Ordinance – Melissa Marx

The Pool Committee will be advertising for staff within the next couple of months.

No Ordinance Committee report.

Fire Emergency District – Merry Lynn Riek

The Fire Emergency District Board will be meeting on January 8th at 6:30 p.m. The new fire truck has been approved.

Finance & Golf Course – Terry Drone

The budget meeting was on December 6th.

No Golf Course Committee report.

Park, Library & RV Court – Kelly Yanke

No Parks Committee report.

The Library Board met on November 27th. Nick is getting bids for new lighting. They approved new office and community room chairs not to exceed \$3,500. The Mid-Morning Matinee had 11 attendees. The windows were cleaned by Clear Choice Window Cleaners. Best Defense did their annual inspection. Christkindlmarkt was a big hit with kids and families. Family Fun Night had 16 attendees. They are partnering with River Valley Commons for a “Tech Day” once a month at the library that will help people with their electronics. The next Mid-Morning Matinee will be December 21st with White Christmas playing. Family Fun Night will be December 14th making gingerbread structures. The next meeting will be January 8th due to the holidays.

Court was held on November 15th in Plain. There were seven citations between both municipalities, but all were no-shows.

Police – Wade Neubauer

Neubauer informed the Board about a program he is involved with called Project Lifesaver. It is a nationwide program that identifies individuals that are at risk of running from their homes. It is typically youth that have issues like developmental delays or autism. They also accommodate for the elderly with Dementia or Alzheimer’s. They have a small transmitter that is worn on an ankle or wrist that sends out a frequency. Caregivers are required to document what they wearing and battery checks daily. There is now a client in the Village limits. Individuals can apply for the program with Sauk County Human Services. There is no cost to the client to be a part of the program. Transmitters are limited. There are currently about 25 clients in Sauk County. They have a 100% success rate in finding the individual with the transponder. The goal next year is to add more 60-day transponders. The program has been around for about ten years. It is not just patrol officers participating, there are jailers and fire departments involved as well. Riek asked if Neubauer would like to attend the Fire Emergency Board meeting on January 8th to explain. Ring mentioned the Lions may be willing to make a donation. There is a community foundation located in Baraboo that may donate as well.

Development/Planning & Personnel – Ray Ring

The Development & Planning Commission will hold a public hearing on January 3rd at 5:30 pm at the library for rezoning five parcels in the Honey Creek Business Park.

The Personnel Commission will need to meet to discuss how to make the review process more efficient and effective.

Police Department Report

Chief Stoddard reported that since the Police Department was under budget they purchased some equipment, a taser and a handheld radar. The new part-timers are working out well. Kops for Kids will be distributing gifts and meat bundles on December 19th for over 50 families. Stoddard thanked the board for the officer salary increase.

Public Works Department Report

Water

November-23

Pumpage for Well No. 1	811,000	gallons		
Pumpage for Well No. 2	<u>714,000</u>	gallons		
Total Pumpage for Month	1,525,000	gallons		
Total Pumpage for the Month Last Year	1,755,000	gallons		
This is	230,000	gallons	less	than last year.
Monthly chlorine average	0.16	ppm		

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

Wastewater November-23

Influent Monthly Average B.O.D.	197	mg/l		
Effluent Monthly Average B.O.D.	4	mg/l		
Influent Monthly Average T.S.S.	584	mg/l		
Effluent Monthly Average T.S.S.	8	mg/l		
Monthly Average Nitrogen Ammonia	0.234	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	0.145	mg/l		
Total Gallons Treated	1,812,000	gallons		

Administrator/Clerk/Treasurer Report

Carver informed the board that she attended the LRIP Grant Committee meeting on November 14th. There were only four applicants for City/Village, so Plain will be receiving \$29,043.34 in grant funding for the Cedar Street/St. Luke's Avenue project. Everything has been submitted to the county and the state after last week's budget hearing. Property owners should be receiving their tax bills soon. Dale Aspinall called on November 28th to complain that there was some snow left on Westbrook Drive in front of his house that should be plowed.

Other Business

Marx motioned to set the January caucus date for Wednesday, January 10, 2024 at 6:30 p.m. Yanke seconded. Motion carried.

Neubauer motioned to approve the contract for police services for 2024 with Spring Green. Marx seconded. Motion carried.

Riek motioned to appoint John T. Feiner to the Development & Planning Commission after Jeff Koch's resignation. Yanke seconded. Motion carried.

Marx motioned to approve the appointed Election Officials for the term 2024-2025 as presented. Riek seconded. Motion carried with Ring abstaining for Marcia Ring and Yanke abstaining for herself.

Correspondence

No correspondence.

Review and Audit of Invoices:

Whitford motioned to pay check #27800 payable to Dorner Company in the amount of \$2,163.00 and check #27841 payable to Sabel Mechanical, LLC in the amount of \$1,927.60 from the Sewer Replacement Fund. Ring seconded. Motion carried.

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

General Fund	\$29,494.98	Water Utility	\$4,414.92
Library Fund	\$4,420.70	Sewer Department	\$23,999.90
Capital Improvements	\$1,703.97	Golf Course	\$305.23
TIF District	\$78.76		

Wage Reimbursements: \$17,953.15

Neubauer motioned to adjourn at 7:55 p.m. Drone seconded. Motion carried.

Sheila Carver,
Administrator/Clerk/Treasurer