

Village of Plain

Village Board Proceedings of November 13, 2024

The Regular Monthly Meeting of the Village of Plain Board of Trustees was held at the Municipal Office Building, 510 Main Street, on November 13, 2024. Village President Ray Ring called the meeting to order at 7:00 p.m.

The following members were present: Ray Ring, Village President; Terry Drone; John T. Feiner; Melissa Marx; Wade Neubauer; and, Kelly Yanke, Trustees. Trustee Steve Whitford was excused.

Others present: Mike Stoddard, Police Chief; Officer Nicole Rickleff 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 Kraemer Library & Community Center on Monday, November 11, 2024. Notice was emailed to the *Home News*; *Valley Sentinel*; and, the *Baraboo News Republic*.

Marx motioned to approve minutes from the October 9, 2024 Regular Board Meeting with a spelling correction. Neubauer seconded. Motion carried.

Committee Reports

Streets & Utilities – Steve Whitford

No Streets Committee report.

No Utilities Committee report.

Library, Ordinance & RV Court – Melissa Marx

The Library Board met on October 28th. The Library Director is applying for a grant to repair the front doors and add assists to the bathroom doors. The Friends of the Library had their Pies, Pages & Puzzles sale. There were 114 pies donated with proceeds of \$2,000. November events are the Mid-Morning Matinee on the 21st; Tech Help on the 21st; Family Fun Turkey Art Night on the 21st; Lego Builders on the 25th; and, Chriskindlmarkt on the 30th. The next meeting is scheduled for November 25th.

The Ordinance Committee will review the engine braking ordinance. Ruhland has ordered new signs to replace those that were removed during the Highway 23 project.

No RV Court report.

Finance – Terry Drone

The Finance Committee met with the various committees. The final budgets will be presented at the Budget Public Hearing.

Golf Course – John T. Feiner

Feiner reported that the season is winding down. Greens fees are still coming in. There is a surplus in the budget, but bills are still coming in. The Plain Lions have paid for drainage on number nine.

Parks & Pool – Kelly Yanke

No Parks Committee report.

No Pool Committee report.

Police & Fire Emergency District – Wade Neubauer

No Fire Emergency District Board report.

No Police Committee report.

Development/Planning & Personnel – Ray Ring

No Development & Planning Commission report.

No Personnel Commission report.

Police Department Report

Stoddard introduced Nicole Rickleff to the Board.

Drone motioned to move agenda item #11 up to now. Neubauer seconded. Motion carried. Stoddard wants to implement body cams and squad cams. The equipment is important to have. An estimate was presented for \$18,807 for Plain’s portion. The policy manual for the cameras was also presented. Drone motioned to approve the purchase. Neubauer seconded. Motion carried.

Public Works Department Report

Public Works is working on the fall sewer jetting and flushing. The pumping of the pit at the Wastewater Treatment Plant has been completed. Highway 23 is open. They will be doing some seeding in the spring. The Cedar Street project has been closed out and includes a warranty. This warranty covers seeding, which will be evaluated in the spring. A damaged hydrant near Kraemer Brothers was discovered and has been replaced. The irrigation system on the golf course has been blown out. The course still needs to be treated for snow mold. The lead service inventory has been submitted to the DNR. The report can be found on the Village of Plain website. Public Works will begin putting up holiday decorations next week.

Water October-24

Pumpage for Well No. 1	957,000	gallons		
Pumpage for Well No. 2	<u>1,145,000</u>	gallons		
Total Pumpage for Month	2,102,000	gallons		
Total Pumpage for the Month Last Year	1,783,000	gallons		
	This is 319,000	gallons	more	than last year.
Monthly chlorine average	0.05	ppm		

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

Wastewater October-24

Influent Monthly Average B.O.D.	156	mg/l
Effluent Monthly Average B.O.D.	3	mg/l
Influent Monthly Average T.S.S.	363	mg/l
Effluent Monthly Average T.S.S.	8	mg/l
Monthly Average Nitrogen Ammonia	0.631	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	0.103	mg/l
Total Gallons Treated	1,612,000	gallons

Administrator/Clerk/Treasurer Report

Golf memberships for 2025 are ready if anyone wants to give a membership for a Christmas gift. Gift certificates for greens fees are also available. The November Election had 466 voters. This is down from the November 2020 Presidential Election, which had 492 voters. Of those 466 voters, there were 82 absentee ballots. Carver informed the board since there is basically a new board since this happened, back in 2015 she became certified in WisVote which is the statewide voter registration system and includes every detail of every election. At that time, the cost to Sauk County was over \$2,000 for them to perform the task, regardless of how many elections were held in a year. At that time, they had come in with a new quote where they were going to increase it to just over \$3,000. This potential increase is why Carver looked into becoming certified. Carver was recently informed that the cost for this service in Sauk County has increased to \$5,000 annually. As a result, the Village is now saving \$5,000 each year. Carver met with James Imaging, the copier/printer lessor. She changed the billing to a quarterly schedule because the volume sometimes exceeds what is included in the base price during some months, while in other months, it falls below. By switching to quarterly billing, we can combine the volume usage from three months, which should help us save some money with this adjustment.

Other Business

Marx motioned to close Alma Avenue for Christkindlmarkt on November 30, 2024, as well as all future Christkindlmarkt events if needed. Neubauer seconded. Motion carried.

Yanke motioned to approve the final Pay Request #4 for Meise Construction for \$23,826.37. Feiner seconded. Motion carried.

Yanke motioned to place the following special assessments on the 2024 tax roll:

- a. Parcel # 171-0089-00000 curb/gutter in the amount of \$617.79
- b. Parcel # 171-0083-00000 curb/gutter in the amount of \$541.92
- c. Parcel # 171-0076-00000 curb/gutter in the amount of \$1,083.84
- d. Parcel # 171-0075-00000 curb/gutter in the amount of \$173.41
- e. Parcel # 171-0297-00000 misc service charge in the amount of \$329.00

Neubauer seconded. Motion carried.

Neubauer motioned to adopt Resolution #2024-07, a loan for Cedar Street and Highway 23 projects. Yanke seconded. Motion carried.

Carver read the first reading of Ordinance #224-24: An Ordinance increasing sewer rates by 10% for 2025.

Correspondence

No correspondence.

Review and Audit of Invoices:

Yanke motioned to pay check# 28413 payable to Berry Electric for \$1,347.12 and check# 28443 payable to Sabel Mechanical for \$1,884.27 from the Sewer Replacement Fund. Marx seconded. Motion carried.

Neubauer motioned to pay the bills as presented. Yanke seconded. Motion carried.

General Fund	\$102,373.55	Water Utility	\$13,015.61
Library Fund	\$3,326.26	Sewer Department	\$28,437.58
Capital Improvements	\$1,663.48	Golf Course	\$5,492.94
TIF District	\$78.76		

Wage Reimbursements: \$20,250.23

Ring motioned to adjourn to closed session at 7:44 p.m. Feiner seconded. Motion carried. Roll Call Vote: Drone - Yes; Feiner – Yes; Marx - Yes; Neubauer – Yes; Ring – Yes; and, Yanke - Yes.

Sheila Carver,
Administrator/Clerk/Treasurer