



Village of Maine Board of Trustees

Monday, April 12, 2021

Village of Maine Board Meeting

Maine Municipal Center

6111 N. 44th Avenue

Wausau, WI 54401

OFFICIAL NOTICE AND AGENDA

The Board of Trustees of the Village of Maine will hold a regular monthly meeting at the Maine Municipal Center on Monday, April 12, 2021 at 4:00 p.m. Accounts Payable will be reviewed at 6:30 p.m. p.m. General Business will commence at 7:00 p.m. ***

NOTE - we are continuing to take COVID-19 precautionary measures.

AGENDA

1. Call the meeting to order at 4:00 p.m. – Betty Hoenisch, Village President
2. Discussion regarding future Village building project(s)
3. President will entertain a motion to convene into Closed Session pursuant to Section 19.85 of the Wisconsin Statutes
 - A. Discussion regarding 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the possible lease or purchase of land for future development and investing public funds for the proposed purchase.
 - B. Discussion regarding 19.85(1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to be involved regarding the public works building fire and settlement with MPIC Insurance.
4. Adjourn the Closed Session and reconvene the Board Meeting.
5. Discussion and possible action on matters discussed in item 2A and 2B above.
6. Discussion and possible action on Animal Control Officer and citations
7. 6:30 p.m. - Review bills - motion to approve the payment of time slips, invoices and statements.

Agenda continued on page 2.

Any person in need of reasonable accommodation should notify the Village of Maine forty-eight (48) hours prior to a meeting. Contact Cindy Bailey, Village of Maine Clerk, by phone at 715-675-5607 or in person at the address above.

8. 7:00 p.m. - General Business
9. Pledge of Allegiance to the Flag
10. Motion to dispense of the reading and approval of the minutes from previous Village of Maine Board Meetings
11. President's Report
12. Administrator's Report
13. Treasurer's Report
14. Fire Department Report
15. Marathon County Supervisors Report by Jonathan Fisher
16. Comments from the audience on Other Business items A - F below
17. Other Business:
 - A. Discussion on possible action on Matthew Monnot's Eagle Scout project
 - B. Discussion on possible action on Logan Sackmann's proposed Eagle Scout project
 - C. Discussion and possible action on 2021 / 2022 Salt Purchase from Marathon County Highway Department
 - D. Discussion and possible action to approve Village of Maine President to publish advertisement for sealed road bids for 2021 road projects.
 - E. Discussion and possible action to approve Plan Commission members for a term ending May 2024.
 - F. Discussion and possible action to approve Board of Appeals members for term ending May 2024.
18. Report from audience on culverts, road issues and/or requests to have an item placed on the next Village Board Meeting agenda
19. The next Board of Trustees Meeting will be Monday, May 10, 2021
20. Adjournment

I certify that this agenda was posted at the Brokaw Post Office, Brokaw Village Hall, Red Granite Bar & Grill, Richard's Restaurant & Bar, Schmidt's Bar and the Maine Municipal Center, 6111 N. 44th Avenue, Wausau, WI on April 10, 2021. (Please note - the Bars and Restaurants that are posting locations may not hold regular hours due to COVID-19.) Agenda was also posted on Maine's website.

Betty Hoenisch, Village President

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Minutes

Village of Maine Board of Trustees Meeting Minutes – Monday, April 12, 2021

1. **President Betty Hoenisch called the meeting to order at 4:00 p.m.**

2. **Discussion regarding future Village building project(s)**

President Hoenisch, Board Members, Attorney Frokjer, and Administrator Rusch viewed the property across 44th Avenue that is a potential site for future Village building projects.

3. **President will entertain a motion to convene into Closed Session pursuant to Section 19.85 of the Wisconsin Statutes**

Trustee Mullaley made a motion to convene into Closed Session, inviting in Administrator Keith Rusch, Clerk Cindy Bailey, and Office Assistant Merriebeth Russ. Trustee Schoepke seconded the motion. Motion Carried by roll call vote.

Yes: Trustee Graveen, Trustee Schoepke, Trustee Mullaley, Trustee Schult
President Hoenisch.

- A. Discussion regarding 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the possible lease or purchase of land for future development and investing public funds for the proposed purchase.
- B. B. Discussion regarding 19.85(1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to be involved regarding the public works building fire and settlement with MPIC Insurance.

4. **Adjourn the Closed Session and reconvene the Board Meeting.**

Trustee Mullaley made a motion to adjourn the closed session and reconvene the Board of Trustees Meeting at 6:08 p.m. Trustee Graveen seconded the motion. Motion carried.

5. **Discussion and possible action on matters discussed in item 2A and 2B above.**

No action was taken on Item 2A. No action was taken on Item 2B.

6. Discussion and possible action on Animal Control Officer and citations.

President Hoenisch reported that she and Clerk Bailey met with Mr. David Woods, recently hired humane officer, on March 18, 2021. There are no Humane Officer Training classes available until September 2021 due to the COVID pandemic. Mr. Woods was provided a map and history of the Landrath situation regarding the nuisance dogs. He was also informed of the impact on the neighbors and where they are located. Clerk Bailey provided a photo of the dog "Ruby" for reference. Mr. Woods explained his plan for the situation which is to approach the situation without officers the first time and do an initial inspection with his body cam running. He will enlist the assistance of the State Animal Inspector and will pull all the animals if he sees signs of abuse.

A successful meeting was held on April 8 with the affected neighbors: Hahns, Yangs, and Fecks, Mr. Woods, Clerk Bailey, and President Hoenisch. Neighbors will monitor when and how long the dogs bark; calls will be made to President Hoenisch who will forward the information to Mr. Woods. President Hoenisch explained Maine's new dog ordinance and the need for detailed pictures of Landrath's dogs so that new dogs cannot be brought in.

President Hoenisch reviewed the nuisance ordinance and found that the property on N 28th Ave is in violation on 7 items according to the nuisance ordinance.

Can Mr. Woods and a Village Official go to take picture of the dogs and check on their welfare?

President Hoenisch asked Attorney Frokjer if Mr. Woods can issue a citation as the Animal Control Officer or does he have to wait until he is a certified Humane Officer? Attorney Frokjer said statutory authority in Chapter 172 appears to indicate that Mr. Woods will have to be a Certified Humane Officer before he can issue citations to begin the legal process. President Hoenisch said the ordinance states that "The Town Board authorizes the following officials and employees to issue ordinance violations" and identifies those individuals as "all town and county local enforcement officers, building inspector, and zoning administrator." Attorney Frokjer will research it further to clarify the issue.

Burnell Utecht met with Attorney Frokjer regarding his business park, private way vs Road Agreement, and a CSM for an additional. Nor road order has been issues. Attorney Frokjer stated that an RDA would be needed that meets the Village specifications. An RDA can be done with an irrevocable letter of credit or a deposit. A road agreement was apparently made in 2014 but it never happened.

Attorney Frokjer will check that the RDA will meet Village and County requirements. Zoning was discussed with President Hoenisch indicating that it will be rezoned as needed. If parcels are 10 acres or more, it would be acceptable for a private way to be created. If the parcels are smaller it would need to be a road. A cul de sac was indicated as needed for garbage trucks and other vehicles to turn around. Attorney Frokjer cautioned that if Mr. Utech chooses a private way and later wants to go to an RDA, he would first have to obtain agreement from all the landowners.

7. **Review bills - motion to approve the payment of time slips, invoices, and statements.**

Trustee Schoepke inquired about payment for an individual to raise and lower the flag. President Hoenisch explained that the Village is paying a veteran to raise and lower the flag according to government orders because there have been complaints from Village residents.

Trustee Mullaley made a motion to approve payment of time slips. Invoices, and statement. Trustee Schult seconded the motion. Motion carried.

8. **7:00 p.m. -General Business.**

9. **Pledge of Allegiance to the Flag**

10. **Motion to dispense of the reading and approval of the minutes from previous Village of Maine Board Meetings.**

Trustee Schult made a motion to approve the minutes from the March 8, 2021 Board of Trustees Meeting and the March 29, 2021 Special Board Meeting. Trustee Mullaley seconded the motion. Motion carried.

11. **President's Report**

President Hoenisch reported that road weight limits would be removed on April 26, 2021. There was a meeting on Monday, April 5th with Public Works to plan summer projects. President Hoenisch completed the Wrecking Permit for the Maine Fire Department and NTC for the May 15, 2021 Controlled Training burn at 5901 N. 32nd Avenue.

March 25, 2021 Administrator Grefe and President Hoenisch met with the Kern Drive residents. President Hoenisch has since received an e-mail that they are not going to

pursue the land division because the road is too costly to build. It will cost \$300 per foot which equates to \$155,700 to access the 4 homes.

12. **Administrator's Report**

- **Well project:** Preliminary tests we are required to submit per DNR guidelines have come back good. There are several other samples that Clayton gathered and submitted last week which are intended to provide baseline information of the water system, but results will not impact our start up timeline. I drafted, and submitted for review, a document that the DNR suggests we distribute to customers prior to start up. I did receive feedback from our DNR rep and Vierbicher that the sample document meets their approval. The chemical feed pump modification approval from the DNR came with some conditions needing to be met prior to start up. I completed the requirements last week and submitted documentation to our DNR rep for review. I have not heard back from him regarding this yet, but do not expect any issues getting this cleared so we can proceed with system start-up. Clayton met with LW Allen today to cover some minor SCADA system issues that needed to be corrected prior to going online; they have been addressed. We are currently planning on flushing the new transmission line next week and run the wells to prepare the new section for going online. The actual activation timeline will be determined by when crews can complete a communication line activation which required a changeover. I am working with those contractors to firm up a date.
- **Meter upgrade project:** The software company (Workhorse) and Meter head supplier (Midwest Meter) have been informed that we can begin this phase of our project. I have had multiple discussions with both and will need to provide an updated database for each customer so they can prepare for installation and activation. They have worked on many projects together and have informed me that the process should go smoothly. I will be working on supplying the requested information over the next couple of weeks.
- **PSC rate case:** I have been in contact with PSC staff regarding our application for a water rate review. At the end of last week, we received a data request from PSC staff, which is similar to the process we experienced when applying for construction authorization. I have scheduled a call with PSC staff, at their request, for this Thursday to discuss the data request. From my initial conversations with PSC staff this call will be to clarify their questions so that information we submit will properly answer their concerns. I have scheduled a call for immediately after that with our accounting firm (Kerber Rose) and Engineering partner (Vierbicher) to discuss the results of the PSC call. Last Thursday the PSC filed and published a "Notice of Proceeding" which notifies the public that they are officially reviewing our request for a rate reduction.

- PSC reporting:** As part of our approval to construct the new wells we are required to provide reports that are outlined in our approval document, referred to as Final Order Points. There are many recurring reports to file with some being required monthly, some quarterly and some bi-annually. The PSC will automatically notify me when reports are due. Typically, I file them before the deadline and notify our PSC Project Coordinator, he then resets the notification to the next due date. I have recently been receiving past due notifications for reports that have already been submitted and accepted into the PSC electronic filing system. While this has occurred in the past it was a simple call or e-mail to our rep and the system was reset. I spent quite a bit of time trying to rectify this current issue and finally found out this week that our Coordinator retired over 2 weeks ago. The PSC is short staffed so I will be filing reports to the next level up within the PSC structure, which is not their typical role. I am hopeful that this doesn't create any issues moving forward.
- MPO traffic study:** CPZ staff contacted me last week to update information for a traffic study. All members within the County are asked to provide information on their municipality. I will begin working on updating this information later this week.

Respectfully submitted: Keith Rusch, Administrator

13. **Treasurer's Report**

**For the Month of March 2021
Village of Maine General Accounts**

Checking Account

Beginning Balance as of: 2/28/2021		\$60,890.75
Deposits and Interest	\$ 161,230.65	
Disbursements	\$ (206,782.79)	
Balance as of: 3/31/2021		\$15,338.61

Municipal Savings Account

Beginning Balance on: 2/28/2021		\$634,423.51
Deposits and Interest:	\$ 18,642.04	
Disbursements:	\$ (161,229.11)	
Balance as of: 3/31/2021		\$491,836.44

Municipal Savings Account (Shared Revenue)

Beginning Balance on: 2/28/2021		\$647,493.59
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Deposits and Interest:	\$	82.49	
Disbursements:	\$	-	
Balance as of: 3/31/2021			<u><u>\$647,576.08</u></u>

Village of Maine Fire Department Accounts

Checking Account

Balance as of: 2/28/2021			\$227.82
Deposits and Interest	\$	0.01	
Disbursements	\$	-	
Balance as of 3/31/2021		.	<u><u>\$227.83</u></u>

Memorial & Donations Money Market Account

Balance as of: 2/28/2021			\$35,699.81
Deposits and Interest	\$	1,201.52	
Disbursements	\$	-	
Balance as of: 3/31/2021			<u><u>\$36,901.33</u></u>

Equipment Outlay Account

Balance as of: 2/28/2021			\$5,709.10
Deposits and Interest	\$	-	
Disbursements	\$	-	
Balance as of: 3/31/2021			<u><u>\$5,709.10</u></u>

Respectfully Submitted

Patricia Neumann

Trustee Mullaley made a motion to approve the April 2021 Treasurer’s Report. Trustee Schoepke seconded the motion. Motion carried.

14. Fire Department Report

There was no report from the Fire Department.

15. Marathon County Supervisors Report by Jonathan Fisher

Supervisor Jonathan Fisher reported that although the number of COVID19 cases is up to 22/day, 31.8% of residents have been vaccinated with at least 1 shot, and 18% of residents have had both vaccine shots. The regional vaccination center is open at NTC

and fully operational. He expressed his thanks to Clerk Bailey for her work in the election.

The American Rescue Plan provides 51 million dollars to Marathon County. \$254,000 will be for the Village of Maine. A list of uses will be coming from the Treasury Department. These funds are to be used for one-time cost projects and the uses do include water projects, COVID costs offsets, and broadband.

A broker has been selected to obtain quotes for the Marathon County employees healthcare plans. They will be going into the market to start obtaining quotes from insurance companies on behalf of the county for next year's employee health care plan covering approximately 680 County employees. The savings they hope to realize from the changes in healthcare will go towards moving I.T. services to cloud based system rather than purchased and hosted on county servers. This will free up some capital to put towards the West Side Consolidation Project and consolidating the locations of County services. The County is also hoping for a facilities reduction cost by re-evaluating workers' needs with more interest in work from home, hybrid offices, and no office situations.

Trustee Schult questioned why, when an individual is diagnosed with COVID19, the Health Department is sending them home. Why aren't they promoting the use of prophylactics with high-risk individuals, which are relatively inexpensive, and treating them right way instead of waiting until they get very sick and then sending them to the hospital. The Health Department is telling people how to handle this, but why aren't they working towards using prophylactics when someone tests positive. Remdesivir and others are relatively inexpensive so why don't they start people on those when they test positive. Supervisor Fisher explained that the focus of the Health Department is to identify those that test positive and then get them to their regular health provider for care. The Health Department doesn't intervene as far as treatment is concerned. Trustee Schult said that the Health Department is the push behind how the situation is being handled and he would hope that they would step up to the plate and try to inform people that there is something you can do. Trustee Schult expressed concern that the Health Department should be offering more information on what can be done and what treatments are available to help treat those that test positive for COVID19 rather than send them home with instructions to return to the hospital if they get worse. Supervisor Fisher said that he would forward those concerns along to the Health Board.

Administrator Rusch said that he understands the Village portion of the American Rescue Plan funds will be received in two payments, one this year and one in 2022. He asked if those payments would come from the County or directly to the Village.

Supervisor Fisher stated that those funds would be coming directly from State of Wisconsin while the County will receive their funds directly from the government.

President Hoenisch asked when the list of approved uses would be available.

Administrator Rusch said that as he understands from the League of Municipalities, the uses to offset COVID expenses is very specific, but the uses for water and sewer services is a lot more flexible and could probably be used to offset some of the Village expenditures with the water utilities. Administrator Rusch said that the League of Municipalities advised being very careful with the funds, using a separate account, and tracking things carefully as there will be audits. Supervisor Fisher said they are working closely with the League of Municipalities to gather the information. President Hoenisch said having a person to approve projects would be helpful.

16. Comments from the audience on Other Business items A - F below

There were no comments from the audience on Other Business.

17. Other Business:

A. Discussion on possible action on Matthew Monnot's Eagle Scout project.

Matthew Monnot, who is working towards his Eagle Scout, was present at the meeting to discuss his proposed project for building several flower planters from the front of the Village of Maine Municipal Center. He presented his plan then showed the Board Members a physical sample of the planter in position in front of the building. Board Members offered input on the size of the planter, asking that it be somewhat shorter, and confirmed Mr. Monnot's placement of the planters. Building of the planters is expected to take place on May 15th or before.

Trustee Schult made a motion to approve Matthew Monnot's Eagle Scout planter project, prices, and design. Trustee Mullaley seconded the motion. Motion carried.

B. Discussion on possible action on Logan Sackmann's proposed Eagle Scout project.

Logan Sackmann and his father, Peter, attended the meeting because Logan would like to do an Eagle Scout project in the Village of Maine. He plans to work with Administrator Rusch and the Voyageur Heritage Waterway Project to create benches or picnic tables for the Brokaw Boat Landing. He is anticipating working on this project April 26th or May 10th.

Trustee Schoepke made a motion to approve Administrator Rusch to sign off on the process of Logan Sackmann's proposed Eagle Project at the Brokaw Boat Landing. Trustee Graveen seconded the motion. Motion carried.

C. Discussion and possible action on 2021/2022 Salt Purchase from Marathon County Highway Department.

For Fall 2019 - Winter 2021 Maine ordered 200 tons of salt and used 186.97 tons. A total of 225 tons of salt was ordered for Fall 2020 – Winter 2021, but only 90.5 tons was used due to the mild winter weather. Board Members discussed the issue and agreed that the Village should order 200 tons of salt for the Fall 2021 – Winter 2022 season.

Trustee Schoepke made a motion to reserve 200 tons of salt for the Fall 2021 – Winter 2022 season. Trustee Mullaley seconded the motion. Motion carried.

18. Discussion and possible action to approve the Village of Maine President to publish advertisement for sealed road bids for 2021 road projects.

Trustee Mullaley made a motion to approve the Village of Maine President to publish advertisement for sealed bids for 2021 road projects. Trustee Schult seconded the motion. Motion carried.

19. Discussion and possible action to approve Plan Commission members for a term ending May 2024.

Trustee Schoepke made a motion to approve Scott Breneman to the Plan Commission for a term ending May 2024. Trustee Graveen seconded the motion. Motion carried.

20. Discussion and possible action to approve Board of Appeals members for terms ending May 2024.

Trustee Mullaley made a motion to approve Board of Appeals members Greg Janicek and Joe Yelle as second alternate for terms ending May 2024. Trustee Schoepke seconded the motion. Motion carried.

21. Report from audience on culverts, road issues and/or requests to have an item placed on the next Village Board Meeting agenda.

No comments were heard from the audience.

22. The next Board of Trustees Meeting will be Monday, May 10, 2021

23. **Adjournment**

Trustee Schoepke made a motion to adjourn the meeting at 7:58 p.m. Trustee Mullaley seconded the motion. Motion carried.

Respectfully submitted by,
Merribeth Russ, Office Assistant

Approved May 10, 2021