



Village of Maine Minutes

Monday, January 15, 2018
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, January 15, 2018. The meeting will be called to order at 5:00 p.m. for a Land Use Plan presentation by North Central Wisconsin Regional Planning Commission followed by a meeting with public works employees. Accounts Payable will be reviewed at 6:30 p.m. and General Business will commence at 7:00 p.m.

AGENDA

1. Call meeting to order at 5:00 p.m. – Betty Hoenisch, Village President
2. 5:00 p.m. - Meeting with Dennis Lawrence from North Central Wisconsin Regional Planning Commission regarding Economic Development Grant
3. 6:00 p.m. - Meeting with Public Works employees on Public Works Policy
4. Review bills payable
5. 7:00 p.m. - General Business
6. Pledge of Allegiance to the Flag
7. Motion to approve bills payable
8. Motion to dispense of the reading and approval of the minutes from the December 11, 2017 Board Meeting and the December 18, 2017 Special Board Meeting
9. Administrator's Report
10. Treasurer's Report
11. Comments from the audience on Other Business items A - D below
12. Other Business:

- A. Discussion and possible action to approve the 2018 Public Work Policy
 - B. Discussion and possible action on Randy Julson for Election Inspector
 - C. Discussion and possible action to approve a Resolution regarding Elected Officials Code of Conduct required by USDA
 - D. Discussion and possible action to open a checking and savings account at Tomahawk Community Bank for the USDA Rural Development well construction loan and approve President Hoenisch and Clerk Bailey to have signatory power on those two accounts
- 13. Report from audience on culverts, road issues and/or requests to have an item placed on the next Village Board Meeting agenda
 - 14. The next Board of Trustees Meeting will be Monday, February 12, 2018
 - 15. Adjournment

I certify this agenda was posted at the Red Granite Bar & Grill, Richard's Restaurant & Bar, Schmidt's Bar and the Maine Municipal Center, 6111 N. 44th Avenue, Wausau, WI on or before January 13, 2017.

Betty Hoenisch, Village President

Village of Maine Board Trustees Meeting Minutes - Monday, January 15, 2018

The Board of Trustees of the Village of Maine held a regular monthly meeting at the Maine Municipal Center on Monday, January 15, 2018. The meeting was called to order at 5:00 p.m. for a Land Use Plan presentation by North Central Wisconsin Regional Planning Commission followed by a meeting with public works employees. Accounts Payable was reviewed at 7:00 p.m.

Call meeting to order.

The monthly meeting of the Village of Maine Board of Trustees was called to order by President Betty Hoenisch at 5:00 p.m.

Present at the meeting:

President Betty Hoenisch, Administrator Keith Rusch, Clerk Cindy Bailey, Treasurer Patti Behrendt, Trustee Tad Schult, Trustee Wes Schoepke, Trustee Jon Graveen and Trustee Tom Mullaley.

Village of Maine Board Trustees Meeting Minutes - Monday, January 15, 2018

5:00 p.m. - Meeting with Dennis Lawrence from North Central Wisconsin Regional Planning Commission (NCWRPC) regarding Economic Development Grant

President Hoenisch introduced Dennis Lawrence and Daryl Landeau from NCWRPC.

-Matching 50/50 grant to create the Village of Maine Comprehensive Plan and Economic Development Plan

-Required by USDA to receive their grant/loan funding

-Presentation of overview of services that NCWRPC provides

-Distribution of handout explaining NCWRPC history, regions covered and programs

-Explanation of Phases of Comprehensive Plan and Economic Adjustment Plan

6:00 p.m. - Meeting with Public Works employees on Public Works Policy

The Board met with Public Works Employee, James Nohr and discussed several areas of the personnel policy that the Board felt needed clarification. Employee, Michael Henaman had another commitment and was unable to attend.

Review bills payable

Clerk Bailey distributed the bills and timesheets to the Trustees and asked that they review and approve them.

General Business

President Hoenisch welcomed the community members attending the meeting. She explained that the Board of Trustees Meeting had been called to order at 5:00 p.m. to meet with Dennis Lawrence from North Central Wisconsin Regional Planning.

Pledge of Allegiance to the Flag

Motion to approve bills payable

President Hoenisch called for a motion to approve the bills payable.

Trustee Schoepke made a motion to approve the invoices and time sheets presented. Trustee Mullaley seconded that motion. Motion carried.

Village of Maine Board Trustees Meeting Minutes - Monday, January 15, 2018

Motion to dispense of the reading and approval of the minutes from the December 11, 2017 Board Meeting and the December 18, 2017 Special Board Meeting

President Hoenisch asked the Village Board members if there were any additions or revisions to the minutes that had been provided in their meeting packet.

Trustee Mullaley made a motion to dispense of the reading and approval of the minutes from the December 11, 2017 Board Meeting and the December 18, 2017 Special Board Meeting. Trustee Graveen seconded the motion. Motion carried.

Administrator's Report

Administrator Keith Rusch gave the following report:

- Given the fact that both the Peoples State Bank and Wausau lawsuits have officially ended we will be addressing potential changes to our timeline as it relates to consolidation. Any changes will need to be made with the USDA/Rural Development funding requirements in mind. Our regularly scheduled monthly meeting with the USDA is scheduled for January 24th. We will be discussing opportunities regarding that process to see if we can make any change in direction that will reduce the timeline for consolidation and save money.
- I am continuing to investigate Brokaw insurance premium costs. Currently their premiums total \$31,000.00 annually. By comparison the City of Marathon is supposedly around \$3,900.00. I have a preliminary assessment from another company that totals \$5,719.00. I need to confirm a couple of pieces of information to determine if we are talking apples for apples comparisons. Feedback from the existing Insurance agent has not been prompt. I contacted the District Manager this morning which delivered a flurry of e-mails today. Once I have all the information from Rural Insurance I will research savings options.
- January 4th was the first day we could drop the last phone line on the Brokaw account without penalty. On that day I discontinued line 675-6002, the last number approved to be dropped. Please note that this line is now no longer active. The active line in the Hall is 675-8712.
- New well borings were put on hold during the holidays and cold stretch. We are scheduled to continue test borings the week of February 5th. Additional geophysical testing identified 5 new areas to do borings. They will start on the 2 locations most likely to produce good results, if the results are positive no other identified spots will be tested. If they are borderline, then we will try the additional locations. Once the engineering overview is complete we will identify where the test well will be drilled and move forward with that schedule.
- Clayton and I will meet with the City of Wausau and Glenn Falkowski (DNR) on January 16th. The intent is to cover procedures and guidelines on how the current system needs to operate until our new water utility goes online. Our hope is that they listen to Clayton on how he needs to manage the system to keep it efficient.

Village of Maine Board Trustees Meeting Minutes - Monday, January 15, 2018

- One of the heaters in the Public works building (older portion) went out this past weekend. Hurtis reviewed the current equipment and determined that parts for one unit are no longer made and that most likely would be the case for the other unit. Their recommendation was to investigate replacing the existing system.

Treasurer's Report

President Hoenisch asked Treasurer Behrendt to present the Treasurer's Report. Treasurer Behrendt reported as follows:

Village of Maine General Accounts:

Village of Maine Checking Account

Beginning balance : \$103,122.16
Deposits and Interest : \$189,288.97
Disbursements : \$169,305.83
Balance on December 31, 2017 : \$123,105.30

Municipal Savings Account:

Beginning balance : \$446,750.11
Deposits and Interest : \$562,307.20
Disbursements : \$189,247.95
Balance on December 31, 2017 : \$819,809.36

Village of Maine Fire Department Accounts:

Fire Department Checking Account

Balance on December 31, 2017 : \$224.12

Fire Department Memorials & Special Donations Account

Balance on December 31, 2017 : \$24,983.70

Fire Department Equipment Outlay Account

Balance on December 31, 2017 : \$47,832.98

President Hoenisch called for a motion to approve the Treasurer's report.

Trustee Mullaley made a motion to approve the Treasurer's report as submitted. Trustee Schoepke seconded that motion. Motion carried.

Village of Maine Board Trustees Meeting Minutes - Monday, January 15, 2018

Comments from the audience on Other Business items A - D below

There were no comments.

A. Discussion and possible action to approve the 2018 Public Work Policy

Discussion followed regarding the necessity of wearing and using safety gear. The Board agreed to allow two hundred dollars to be added to the annual Public Works budget for the purchase of safety apparel. President Hoenisch stated that it is important that employees do not work alone on their dangerous duties. James asked what he and Michael would be allowed to purchase for the shop to help organize their area. The vacation schedule for Public Works was discussed. There was also discussion regarding the possibility of accruing "comp" hours. Clerk Bailey is going to investigate whether this is allowed within labor laws.

President Hoenisch asked for a motion regarding the Personnel Policy.

Trustee Schult made a motion to approve the Public Works Personnel Policy to include the changes discussed, contingent on Clerk Bailey determining whether "comp" hours are allowed. Trustee Mullaley seconded the motion. Motion carried.

B. Discussion and possible action on Randy Julson for Election Inspector

Clerk Bailey explained that Mr. Julson had recently retired and has stated that he would be interested in working for the Village of Maine as an Election Inspector.

President Hoenisch asked for a motion to approve Mr. Juleson as an Election Inspector.

Trustee Schoepke made a motion to approve Randy Juleson as an Election Inspector. Trustee Mullaley seconded the motion. Motion carried.

C. Discussion and possible action to approve a Resolution regarding an Elected Officials Code of Conduct required by the USDA

President Hoenisch explained that the Code of Contact provided in the Board packet is a requirement by the USDA for the grant/loan funding. President asked for a motion to approve the Resolution.

Trustee Mullaley made a motion to approve the Elected Officials Code of Conduct as presented. Trustee Schoepke seconded the motion. Motion carried.

Village of Maine Board Trustees Meeting Minutes - Monday, January 15, 2018

- D. Discussion and possible action to open a checking and savings account at Tomahawk Community Bank for the USDA Rural Development well construction loan and approve President Hoenisch and Clerk Bailey to have signatory power on those two accounts**

President Hoenisch explained that this account was needed to disburse the approved funds for USDA Loan. President Hoenisch then asked for a motion to approve.

Trustee Schoepke made a motion to approve opening a checking and savings account at Tomahawk Community Bank to disburse the funds for the USDA construction loan with signatory power given to President Hoenisch and Clerk Bailey. Trustee Mullaley seconded the motion. Motion carried.

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

There were no issues or agenda items given.

The next Board of Trustees Meeting will be Monday, February 12, 2018

Adjournment

President Hoenisch called for a motion to adjourn the Board of Trustees Meeting.

Trustee Schoepke made a motion to adjourn at 7:50 p.m., seconded by Trustee Mullaley. Motion carried.

Respectfully submitted and approved February 12, 2018.

Cindy Bailey

Village of Maine Clerk