



Village of Maine Minutes

Monday, January 24, 2022
Special Village 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 Special Board Meeting on Monday, January 24, 2022 at 3:00 p.m. The Special Board Meeting will be held at the Village of Maine Municipal Center, 6111 N. 44th Avenue, Wausau, WI. ***** NOTE - we are continuing to take COVID-19 precautionary measures.**

AGENDA

1. Call the meeting to order - Betty Hoenisch, Village President
2. Discussion and possible action on Liquor License for Shaun Greenwald, owner of Shaun's Mirage 2103 Merrill Avenue
3. Discussion and possible action on Assessment Services Agreement
4. Discussion and possible action on Fire Department Standard Operating Procedures
5. Discussion and possible action on Federal Income Tax Exclusion 139B for fire fighters
6. Discussion and possible action on future hall rentals for Maine's municipal center
7. 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 January 21, 2022. (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

Monday, January 24, 2022 - Village of Maine Special Board Meeting Minutes

The Board of Trustees of the Village of Maine held a Special Board Meeting on Monday, January 24, 2022 at 3:00 p.m. The Special Board Meeting was held at the Village of Maine Municipal Center, 6111 N. 44th Avenue, Wausau,

Call the meeting to order

President Hoenisch called the Special Meeting to order at 3:00 p.m.

Present at the meeting:

Present were President Betty Hoenisch, Trustee Jon Graveen, Trustee Tom Mullaley, Trustee Merriebeth Russ, Clerk Cindy Bailey, Treasurer Patti Neumann and Administrator Keith Rusch. Trustee Wes Schoepke was absent due to a work conflict.

Discussion and possible action on Liquor License for Shaun Greenwald, owner of Shaun's Mirage 2103 Merrill Avenue

President Hoenisch introduced Shaun Greenwald to the Village Board.

Mr. Greenwald stated he was looking forward to owning Tina's Mirage at 2103 Merrill Avenue. He explained that the sale closing date was scheduled for February 1, 2022.

She asked Clerk Bailey to explain what has transpired to date.

Clerk Bailey stated that she had met with Mr. Greenwald and had him complete an original Liquor License application form. If approved the Liquor License will be effective from February 1, 2022 to June 30, 2022. The application was published in the Daily Herald to alert vendors of the change of ownership. Clerk Bailey stated that she had not received any calls regarding the license approval, therefore she was asking the Board to approve Mr. Greenwald's Liquor License.

Trustee Mullaley made a motion to approve Mr. Greenwald's Liquor License for Shaun's Mirage. Trustee Graveen seconded the motion. Motion carried.

Discussion and possible action on Assessment Services Agreement

President Hoenisch asked Justin Schumacher to introduce himself and give the Board a brief description of his assessment service company.

Mr. Schumacher explained his Assessor experience, training and certification. He further explained that he has assisted Action Appraisers on some of their municipal revaluations. He stated he uses Market Drive software, so if he receives Maine's assessment work he feels there would be a smooth transition and transfer of Maine's records.

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Discussion followed on:

- Mr. Schumacher's proposed Assessor's Agreement
- Mr. Schumacher's Assessor fees for maintenance and revaluation
- Maine's re-evaluation that is mandated by the Department of Revenue to take place during the 2023 calendar year
- Methods/tools Mr. Schumacher utilizes to conduct yearly maintenance and DOR mandated revaluations
- The methods used to notify Maine's property owners of the revaluation
- Walk through revaluation verses a walk-around revaluation
- Property owner's fourth amendment rights
- Remodeling that is being done without permits
- Accessory buildings that have been built without permits and are being located due to municipal access to Marathon County's GIS mapping system
- Agriculture land that is no longer farmed but assessed at AG valuation

President Hoenisch explained that Maine's Board will discuss the Assessment Services Agreement and a decision will be made at the February 14, 2022 Board Meeting.

Discussion and possible action on Fire Department Standard Operating Procedures

Fire Chief Bozinski, Deputy Chief Bozinski, Lieutenant Babel and EMR Captain Hahn joined the Special Board Meeting for agenda items four and five.

President Hoenisch asked Chief Bozinski to explain why Maine Fire Department Officers decided to create Standard Operating Procedures (SOP).

Chief Bozinski explained that a lot of area fire departments have adopted Standard Operating Procedures because it works better than FD By Laws. He did question whether the fire department would be able to make SOP revisions without Village Board approval.

Discussion followed on:

- How the Bylaws have been implemented into the Standard Operating Procedures
- Making sure that Maine is protected from liability claims
- Employment interview procedures and background reviews
- Protocol for hiring new fire department employees

President Hoenisch informed the Fire Department officers that the Standard Operating Procedures will be reviewed by Attorney Frokjer. This item will be placed on the February 14, 2022 Board Meeting.

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Discussion and possible action on Federal Income Tax Exclusion 139B for fire fighters

President Hoenisch asked Clerk Bailey to explain the email she received from Chief Bozinski regarding the Federal Income Tax Exclusion 139B.

Clerk Bailey explained she does Maine's accounting on QuickBooks and the software calculates the withholding taxes. I do not feel comfortable over-riding something that is calculated and pre-populated into the W-2's. With the amount of W2's I would need to over-ride there is always a chance for human error. By the time Maine's withholding submittal is audited by the IRS the penalties and interest would be quite high.

Lengthy discussion followed.

President Hoenisch explained the training per diems that had been allowed pre-tax in the past. She suggested that for 2022 Clerk Bailey could create a separate OTHER NAME check with no Federal taxes, Medicare or Social Security withheld. The balance of what is owed to the FD member would be paid as a regular paycheck with all taxes withheld. This method would be the best way to handle the \$600.00 Federal Income Tax Exclusion 139B for fire fighters without manually over-riding Maine's W-2 withholdings.

Trustee Mullaley made a motion to authorize Clerk Bailey to pay the Fire Department members with a \$600.00 per diem check for the Tax Exclusion 139B effective for the 2022 training per diems. Trustee Russ seconded the motion. Motion carried.

Discussion and possible action on future hall rentals for Maine's municipal center

President Hoenisch explained that Clerk Bailey and she had received several calls regarding spring and summer hall rentals. Discussion followed on the COVID precautions that would be continuing for the balance of 2022, Public Works employees continuing to use the hall kitchen for their office and break area and the bathroom remodeling project that was slated for spring and summer.

Trustee Mullaley made a motion put a hold on hall rentals indefinitely. Trustee Graveen seconded the motion. Motion carried.

Adjournment

Trustee Mullaley made a motion to adjourn 6:50 p.m., seconded by Trustee Graveen. Motion carried.

Respectfully submitted and approved February 14, 2022

Betty Hoenisch,

Village of Maine President