



## Village of Maine Minutes

Monday, October 12, 2020  
Village of Maine Board Meeting

Maine Municipal Center  
6111 N. 44<sup>th</sup> 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, October 12, 2020 at 6:00 p.m. Accounts Payable will be reviewed at 6:00 p.m. General Business will commence at 6:30 p.m. **\*\*\*PLEASE NOTE - we are continuing to take COVID-19 precautionary measures.**

### AGENDA

1. Call the meeting to order at 6:00 p.m. – Betty Hoenisch, Village President
2. Review bills - motion to approve the payment of time slips, invoices and statements
3. 6:30 p.m. - General Business
4. Pledge of Allegiance to the Flag
5. Motion to dispense of the reading and approval of the minutes from previous Village of Maine Board Meetings
6. President's Report
7. Administrator's Report
8. Clerk's Report
9. Treasurer's Report
10. Fire Department Report
11. Marathon County Supervisors Report by Jonathan Fisher
12. Comments from the audience on Other Business items A - H below
13. Other Business:

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- A. Discussion and possible action on Road Right of Way Agreement with Jason and Larry Burns
  - B. Discussion and possible action on Greg Otten and Andrew Tischer for employment on Maine Fire Department
  - C. Discussion and possible action on Grove Drive cul-de-sac CSM
  - D. Discussion and possible action on Jordy Drive paving and letter of credit
  - E. Discussion and possible action on proposed Animal Ordinance
  - F. Discussion and possible action on the Town of Berlin Emergency Services Agreement
  - G. Discussion and possible action on the Town of Stettin Emergency Services Agreement
  - H. Discussion and possible action on Fall Newsletter
14. Report from audience on culverts, road issues and/or requests to have an item placed on the next Village Board Meeting agenda
15. The next Board of Trustees Meeting will be Monday, November 9, 2020
16. 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. 44<sup>th</sup> Avenue, Wausau, WI on October 10, 2020.

*Betty Hoenisch*, Village President

## **Village of Maine Board of Trustees October 12, 2020 Meeting Minutes**

1. Call the meeting to order

President Hoenisch called the meeting to order at 6:00 p.m.

Present at the meeting:

President, Betty Hoenisch, Clerk, Cindy Bailey, Treasurer, Patti Neumann, Trustee, Tad Schult, Trustee, Wes Schoepke, Trustee, Tom Mullaley, Trustee, Jon Graveen, Office Assistant Merriebeth Russ.

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

Trustee Graveen made a motion to approve the payment of time slips, invoices, and statements. Trustee Mullaley seconded the motion. Motion Carried.

3. 6:30 p.m. – General Business

4. Pledge of Allegiance to the Flag

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

Trustee Mullaley made a motion to dispense approve the March 9, 2020 and September 14, 2020 Board Meeting minutes with revisions as noted. Trustee Graveen seconded the motion. Motion Carried.

6. President's Report

President Hoenisch updated the Board of Trustees and the audience on the September 16, 2020 pre-closing and September 23, 2020 closing of the USDA Grants and Loans resulting in a decrease of interest rate from 2.25% to 1.125%.

Clerk Bailey has now submitted invoices to USDA representative Julie Giese, and she coordinates with the CDBG program to ensure that the expenses and payments are being apportioned correctly. These invoices were originally paid from Maine's general fund to support the Brokaw well and infrastructure project until the USDA and CDBG grants and loan funds became available. The Village of Maine is now being reimbursed for those costs.

President Hoenisch explained that it has been a long four years and the Village Board has worked very hard to get this far. Thankfully Maine has received great support from Vierbicher's engineers, Senator Petrowski and Senator Baldwin. Administrator Rusch does a great job managing the project and so far all portions of the project are within budget and there is contingency left. It feels really good to get to this point and it finally feels like Maine may survive this project, President Hoenisch said.

President Hoenisch explained that there is an on going problems with residents feeding stray cats, which then results in a cat population problem. The constable started trapping the cats and was taking them to Lincoln County who now is at full capacity. The Fix is In is not having clinics in this area, so that is not an option. In the past Dennis Griffin offered to help with stray cats, however Maine did not feel comfortable asking for his help due to his ongoing health problems. The constable and I contacted Countryside Animal Hospital and they have been extremely accommodating and helpful in neutering and spaying the stray cats. Dr. Jeff and Trisha are providing other medical procedures so healthy cats and

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kittens can be given to good homes or released as community cats. Trisha contacted their pharmaceutical representative who is donating meds that can no longer be sold because the expiration date is so close. Dr. Jeff and Trish have been wonderful to work with and are providing a great service to Maine and these animals.

Public Works rented a lift and trimmed trees along the road right of ways to prevent limbs from hitting large trucks and equipment or falling on the road during storms. Public works also cleared the brush in the road right of way on the very west end of Grove Drive as part of a cul-de-sac construction project. A logger with a processor was hired to clear the balance of the road right of way and the landowners took the wood for use or to donate to a neighbor.

President Hoenisch and Public Works met with the landowners affected by the latest Grove Drive cul-de-sac and have two of the three landowners committed to the project. President Hoenisch will be meeting with Josh from REI and the third landowner to discuss the plans for the latest Grove Drive cul-de-sac option.

### 7. Administrator's Report

Administrator Rusch was out due to illness so Office Assistant Russ read his report as follows:

**Eastside Improvements:** Marathon County completed repairs by the Railroad crossing and put down pavement markings this past week completing the WW route. There are some restoration items that Switlick will need to finish but outside of that this project is complete.

- **Water Tower Modification:** Modifications and maintenance work required for the tower are complete.
- **Heat Trace Replacement:** The heat trace wire installation and insulation were completed last Wednesday. The electrical contractor was onsite last Thursday wiring up control panels on the abutment. There are some electrical components still back ordered, which we expect to arrive later this week. WPS crewmen were onsite last Friday to assess the power upgrade plan. They believe adjusting the plan to power the heat trace by going underground from the booster station (N.W. corner of Everest and 4<sup>th</sup> St.) may save some money. The current plan upgraded the existing overhead lines due to a WPS engineer recommending that option. That Engineer is no longer on this project and the new one reassessed our best options. I have requested updated cost estimates, if it indeed saves money this would more closely match our original expectations to serve this project.
- **Drilling Wells 7 and 8:** The wells have been drilled, tested and are ready to be put online when infrastructure has been installed and approved.

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- **Well house:** Footings are in place and the slab for the well house was poured last Thursday after the underground plumbing was inspected. Once cured wellhouse construction will continue.
- **Transmission main, Access Road, Dry Hydrants:** Blasting and excavating crews reviewed additional boring information for the installation of the transmission main. Areas requiring blasting to get through rock structures will begin this week with main installation to follow immediately. The access road will be completed after the line has been installed. Dry Hydrants will be installed after the transmission main is complete.
- **Boat Landing Road:** The construction company awarded the contract for this project staged some equipment this week. Crews will be on site this week to do a final walk through and start the project. I will be coordinating financing with the various organizations that contributed grants to assist with this project.

### 8. Clerk's Report

Clerk Bailey reported that there has been an unusually high demand for absentee ballots for the election on November 3, 2020. There are approximately 2,073 residents of voting age and 1,875 registered voters. So far there have been 670 absentee ballots mailed out. 95% of people have used the new ballot box to return their absentee ballots. Some individuals have since requested that their absentee ballots be cancelled so they can vote in person, adding to the work load.

Through the Wisconsin Elections Cares Act grant Clerk Bailey was able to obtain \$2,161.00 for extra election expenses related to COVID-19. Clerk Bailey and President Hoenisch went through the budget account numbers regarding additional expenses incurred from COVID-19 to determine what money from the Routes to Recovery grant could be donated back to Marathon County's Broadband Initiatives fund. Of the \$41,400.00 allocated to the Village of Maine to assist with COVID-19 expenses, Maine will donate \$18,000.00 of it's grant back to the county for high speed internet.

Clerk Bailey applied for a \$5,000.00 grant from the Center for Tech and Civic Life and that was approved. Of those funds, \$3,600.00 was used to purchase a new handicap accessible voting machine from Express Vote to replace the AutoMark which was over 20 years old and had to be replaced by order of Marathon County. The additional \$1,400.00 will be used for election related expenses. A plexi-glass shelter was purchased for use by election inspectors during the election so the Village will be able to offer drive through voting at the back of the municipal building.

Clerk Bailey and President Hoenisch have made plans for election day and a safe voting environment. The plan includes a setup for in-person voters that allows for safe distancing within the municipal building, a drive through option for those who do not want to wear a

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mask or don't want to come into the building. Clerk Bailey anticipates more in-person voters than she previously estimated.

### 9. Treasurer's Report

Treasurer Neumann presented the Treasurer's Report for September 2020 as follows:

#### Checking Account

Beginning Balance 8/31/2020	\$44,582.50
Deposits and interest	\$531,896.47
Disbursements	\$(447,016.76)
Balance 9/30/2020	\$129,462.21

#### Municipal Savings Account

Beginning Balance 8/31/2020	\$478,600.39
Deposits and Interest	\$833,320.30
Disbursements	\$(454,691.73)
Balance 9/30/2020	\$857,228.96

#### Municipal Savings Account (Shared Revenue)

Beginning Balance 8/31/2020	\$64,422.13
Deposits and Interest	\$ 7.94
Disbursements	\$ 0.00
Balance 9/30/2020	\$ 64,430.07

#### Village of Maine Fire Department Accounts

##### Checking Account

Balance 8/31/2020	\$ 227.75
Deposits and Interest	\$ 0.01
Disbursements	\$ 0.00
Balance 9/30/2020	\$ 227.76

##### Memorial & Donations Money Market Account

Balance 8/31/2020	\$34,679.32
Deposits and Interest	\$ 4.27
Disbursements	\$ 0.00
Balance 9/30/2020	\$34,683.59

##### Equipment Outlay Account

Balance 8/31/2020	\$5,709.10
Deposits and Interest	\$ 0.00
Disbursements	\$ 0.00
Balance 9/30/2020	\$5,709.10

President Hoenisch asked for a motion to approve the Treasurer's Report as submitted.

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Trustee Mullaley made a motion to approve the Treasurer Neumann's Report. Trustee Schult seconded the motion. Motion carried.

### 10. Fire Department Report

No representative of the Fire Department was present at the meeting. The fire department report was included in the Board members meeting packet. President reported that due to the rise in COVID cases the department will not be meeting for drills. They're trying to keep their exposure at a minimum because if the department was contaminated, Maine would need to contract with another municipality for fire service.

### 11. Marathon County Supervisor's Report

Jonathan Fisher, Marathon County Supervisor, reported that a budget was accepted by the Finance Committee and will now go to the County Board. Budget for this year is projected to hit a 180 mil or about 6% over last year. There is a little more room in levy limits due to construction. Budget requests have been kept mostly flat, resulting in an 18% property tax decrease, however overall property evaluations did increase so there will be a very small increase to property tax bills. The State of Wisconsin Shared Revenue funding which was approximately \$3.8 mil has been held flat for the next year's budget until the state finalizes their numbers. The county is prepared to tighten their budget further if needed.

There is a potential pilot bussing program being discussed involving metro bussing to service areas outside the Wausau proper area. The pilot proposal raises many questions at the county level with regards to setting a precedent for public transportation and the idea of people paying for a service that would benefit only a small portion of the population. People are encouraged to participate in the web calls to voice their opinions.

### 12. Comments from the audience on Other Business Items A-H below.

There were no comments from the audience.

### 13. Other Business

A. Discussion and possible action on Road Right of Way Agreement with Jason and Larry Burns.

Attorney Frokjer is out of town and his assistant wanted to be sure the wording on this agreement was correct so the actual agreement will be completed after Attorney Frokjer returns. In summary, a Special Board Meeting was held with Larry, Sandra and Jason Burns on October 5, 2020. Many issues were discussed at that meeting which include road right of way width discrepancies, Town of Berlin owning half of N. 72 Avenue and paving of right of way area. This item concerns the Schmidt's Ballroom property and the road right of way area next to their building that was paved many years ago that is deteriorating badly. The

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current Board does not have accurate records on who paved that area. Larry Burns approached the Village because he feel it is Maine's responsibility to re-pave the road right of way. Discussion followed on the proposed agreement and Trustee Graveen noted that Larry and Sandy Burns must sign the agreement since they are the property owners of the two parcels impacted by the agreement. President Hoenisch was hoping that the Trustees could give permission for the Burns' to go ahead with the repaving pending the final agreement from Attorney Frokjer. Trustee Schoepke stated that the October 5, 2020 Special Meeting motion where the Village Board approved the Indemnification and Hold Harmless language for Attorney Frokjer to draft for Burns' agreement should allow them to pave the road right of way area.

Item tabled.

B. Discussion and possible action on Greg Otten and Andrew Tischer for employment on Maine Fire Department.

Trustees discussed the possible Fire Department Employment of Greg Otten and Andrew Tischer who are both under legal age, however both have completed the Fire Fighter class at NTC. This is a wonderful opportunity for two young men to receive the hands on training from a local fire department. The Trustees would like written parental/guardian permission for the young men's employment.

Trustee Schult made a motion to approve the employment of Greg Otten and Andrew Tischer on Maine Fire Department contingent upon written permission from their parent/guardian. Trustee Schoepke seconded the motion. Motion Carried.

C. Discussion and possible action on Grove Drive cul-de-sac CSM

President Hoenisch researched the history on Grove Drive being used as a Village Road. She located a old plat map of the southern half of Maine with a hand written date of 1901. The map shows that only a portion of Grove Drive was an actual road and the western portion was a driveway to the Victor Vignalli farm. It appears that when Vignalli's subdivided their farm the Town of Maine extended Grove Drive to the west and added it to the Department of Transportation road certification map. On the County road mapping system the eastern (original) portion of Grove Drive is 66 feet wide. The portion of Grove that serves the Bayba, Nagel and Ruffi properties is a 49.5 foot (three rod) wide road. President Hoenisch and public works met with Mr. Nagel and Mr. and Mrs. Ruffi on September 24, 2020. We explained to Ruffi's that where they are driving is not in the 49.5 foot right of way, so to make the necessary road improvements Maine is requesting that they give up 16.0 feet, a rod of road and they have agreed. President Hoenisch is meeting with Rose Rosenau on October 13, 2020 to finalize her agreement for the cul-de-sac land that is needed to build cul-de-sac for buses, garbage trucks and snow removal equipment. One additional item that needs to be addressed is that Bayba's owns a very small piece of the land involved in the project. President Hoenisch plans to meet with Bayba's and asked

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them to give up a 16 foot by 66 foot piece of land so that the entire length of Grove Drive is a four rod road. Trustee Graveen expressed concern over setting a precedent with this project. President Hoenisch explained that Maine assumed ownership of Grove Drive years ago and has been maintaining the road since the Vignalli's land division took place twenty plus years ago so no new precedent is being set.

Trustee Schoepke made a motion to proceed with the latest Grove Drive cul-de-sac concept. Trustee Schult seconded the motion. Motion Carried.

### D. Discussion and possible action on Jordy Drive paving and letter of credit.

President Hoenisch explained that American Asphalt provided an estimate in 2018 for the Jordy Drive Road Development Agreement with Dale Janisch and that estimate was used when Attorney Frokjer drafted the agreement. The Village of Maine Board of Trustees approved the agreement along with a letter of irrevocable credit. When the 2019 paving projects were bid the Jordy Drive paving cost came in quite a bit higher than the original estimate. However, that road did not get paved in 2019 because during an inspection it was noted that additional work was needed on the cul-de-sac so it complied with Maine's road specifications. President Hoenisch met with the American Asphalt representative and asked for an explanation on the Jordy Drive bid being \$40/ton more than all of Maine other bids. She was told the increase was because Jordy Drive is a short road and they need to charge extra for their mobilization costs. President Hoenisch informed the Board that the 2019 bid was \$8,000.00 higher than the original paving estimate. If American had bid it at the same price per ton that Maine was given for the N. 44th Avenue, Circle Drive and W. Wausau Avenue projects then Jordy Drive's bid would have come in at the price estimated for the 2018 Road Agreement. The issue is that Janisch's Irrevocable Letter of Credit at MBank will expire February 2021. Mr. Janisch is facing serious health issues, therefore the Janisch's would like to have the paving money transferred to the Village of Maine. President Hoenisch explained that Jordy Drive can be bid with Maine's 2021 paving projects and whoever is awarded the paving work will need to honor the 2018 Paving Estimate that was used in Road Development Agreement.

Trustee Schoepke made a motion to move the Janisch's bond money for Jordy Drive to the Village of Maine's bank account. Trustee Graveen seconded the motion. Motion Carried.

### E. Discussion and possible action on proposed Animal Ordinance.

President Hoenisch explained that with Attorney Frokjer being gone the animal ordinance will need to be on November 9, 2020 Board agenda. She further explained that the Village Board should review the draft and come to the November Board meeting with ideas to solve the outdoor dog issues and comment on chickens being allowed on parcels that are less than 3 acres.

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The reason Maine would like to amend the animal ordinance is because there are residents that have outdoor dogs chained to kennels on lots that are less than an acre. This becomes an ongoing problem for the neighbors. Discussion followed on proper housing and treatment of outdoor animals, acreage needed to alleviate noise issues and what is an acceptable limit for the number of dogs that are housed outside. The Trustees questioned how the Village would determine the difference between a farm dog, hunting dog, mushing dog, etc. Any animal ordinance would have to have some teeth to it for enforcement.

President Hoenisch explained that Zoning Administrator Grefe has received complaints on residents that have hens and rooster on lots that are in residential areas and their parcels are three acres in size. She further explained that Maine's current animal ordinance was adopted in 1998 and has been working well. In the current animal ordinance ten chickens are allowed per acre, but not roosters until it becomes a farm operation. In the ordinance ten chickens is the equivalent to one large animal unit, however there is a minimum lot size of three acres in order to have farm animals of any type. Many cities are allowing their residents to have chickens, so as people move here they would like to have chickens so their family can have fresh eggs. Maine's residents that have lots under three acres have requested the ordinance amendment to allow them to have chickens. Those residents are suggesting ten chickens be allowed per acre even on the smaller lots. President Hoenisch asked what the Board thought would be fair for the lots that are less than an acre. Should they be allowed to have five chickens?

President Hoenisch suggested that the ordinance be split to cover chickens in one section and outside dogs in another section. Additional discussion followed on noise ordinance verses revising it's animal ordinance. The difficulty would be in enforcement since there are limited resources for hiring a humane officer from a municipality who has a certified humane officer. Trustees suggested that the Village look at hiring an officer on contract to enforce the issues. Perhaps the Marathon County Sheriff's Department could be paid per call for an animal control deputy to assist.

### Item Tabled

F. Discussion and possible action on the Town of Berlin Emergency Services Agreement.

President Hoenisch explained the proposed 3% increase the Board has approved in prior years. The increase is to cover Maine's insurance, equipment purchases and vehicle maintenance.

Trustee Mullaley made a motion to approve the Town of Berlin Fire Protection and Emergency Medical Responder Services Agreement with an increase of 3% for an amount of \$11,224.00 for the 2021 calendar year. Trustee Schoepke seconded the motion. Motion Carried.

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G. Discussion and possible action on the Town of Stettin Emergency Services Agreement.

Trustee Mullaley made a motion to approve the Town of Stettin Fire Protection and Emergency Medical Responder Services Agreement with an increase of 3% for an amount of \$11,668.00 for the 2021 calendar year. Trustee Schoepke seconded the motion. Motion Carried.

H. Discussion and possible action on Fall Newsletter.

Office Assistant Merriebeth Russ explained the quotes received from various printing companies for the printing and mailing of the Fall Newsletter. Roto Graphics was the lowest quote, including mailing costs, at \$1,171.00.

President Hoenisch stated that the newsletter should include information on stray animals. The constable would like to remind owner to have collars and tags on their animals or having the animal chipped since Maine has a chip reader which enables him to return the animal to its owner quickly. It's important that residents report stray animals as soon as possible so the constable can get the situation under control before it escalates.

President Hoenisch asked the Trustees to look at the survey questions. What questions need to be on the survey and how will the survey be delivered? Treasurer Neumann brought up the fact that when providing a survey, the Village must be prepared to act on the items that are queried. President Hoenisch reminded the Board that now that we are a Village, any tax increases must go through a referendum. Trustee Schoepke noted that any of the survey items that might ultimately create additional expense for the Village probably wouldn't be addressed until 2022 or 2023.

Trustees discussed the yard waste issue which is one of the items that they would like included on the survey. Issues with the yard waste site include hours of operation, location, how to manage non-resident use, whether someone should be hired to monitor the site and methods of monitoring.

Item Tabled.

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

Jason Grueneberg was present at the meeting and inquired about the status of his conditional use permit for animal units. Administrator Grefe has been corresponding with Marathon County about the nutrient management program and to date has not received the information necessary to proceed with the Conditional Use Permit application. President Hoenisch further explained that due to the extra workload caused by COVID, the November 3rd Election, budgeting and grant project tasks the conditional use permits will most likely not be addressed until after the election.

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15. The next Board of Trustees Meeting will be Monday, November 9, 2020.

16. Adjournment

President Hoenisch asked for a motion to adjourn.

Trustee Graveen made a motion to adjourn the meeting at 9:00 p.m. Trustee Schoepke seconded the motion. Motion Carried.

Respectfully submitted and approved on November 9, 2020.

*Merribeth Russ*

Office Assistant