



Village of Maine Minutes

Monday, November 9, 2020

Village of Maine Board Meeting

Maine Municipal Center

6111 N. 44th Avenue

Wausau, WI 54401

The Board of Trustees of the Village of Maine will hold a regular monthly meeting at the Maine Municipal Center on Monday, November 9, 2020 at 5:30 p.m. General Business will commence at 6:30 p.m. Accounts Payable will be reviewed after General Business.

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

AGENDA

- 1)** Call the meeting to order at 5:30 p.m. – Betty Hoenisch, Village President
- 2)** Discussion and possible action on a meeting with the City of Wausau, Marathon County and Village of Maine representatives regarding Marathon County's proposed facility plan and a shared services agreement.
- 3)** Closed Session regarding 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance data of any public employee over which the governmental body has jurisdiction or exercises responsibility in connection with Maine Fire, Public Works and Utility Departments.
- 4)** Adjourn the Closed Session and reconvene the Board Meeting
- 5)** Discussion and possible action on matters discussed in item 3A & 3B
- 6)** 6:00 p.m. - General Business
- 7)** Pledge of Allegiance to the Flag
- 8)** Motion to dispense of the reading and approval of the minutes from previous Village of Maine Board Meetings
- 9)** President's Report
- 10)** Administrator's Report
- 11)** Clerk's Report
- 12)** Treasurer's Report
- 13)** Fire Department Report
- 14)** Marathon County Supervisors Report by Jonathan Fisher

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15)Comments from the audience on Other Business items A - F below

16)Other Business:

- A) Discussion and possible action to approve the 72nd Avenue Road Right of Way agreement with Jason and Larry Burns
- B) Discussion and possible action on the Schuett's land division certified survey map
- C) Discussion and possible action on Jonathan Crane and Brent Never for employment on Maine Fire Department
- D) Discussion and possible action on proposed Animal Ordinance
- E) Discussion and possible action on Face Masks Policy
- F) Discussion and possible action on Fall Newsletter

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

18)Review bills - motion to approve the payment of time slips, invoices and statements

19)The next Board of Trustees Meeting will be Monday, December 14, 2020

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 November 7, 2020.

Betty Hoenisch, Village President

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1. Call the meeting to order

President Hoenisch called the meeting to order at 5:35 p.m.

Present at the meeting:

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

Agenda items two and three were not discussed in the order posted on the agenda.

President Hoenisch requested that the Board first move into the Closed Session.

3. At 5:35 p.m. the Board moved to Closed Session regarding 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation, or performance data of any public employee over which the governmental body has jurisdiction or exercises responsibility in connection with Maine Fire, Public Works and Utility Departments.

Trustee Tom Mullaley made a motion to move into Closed Session at 5:35 p.m. Trustee Schult seconded the motion. Administrator Rusch, Clerk Bailey, Treasurer Neumann, representatives from the Maine Fire Department, and Office Assistant Russ were invited into the meeting. Motion was carried by an unanimous roll call vote.

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

Trustee Graveen made a motion to adjourn the Closed Session at 6:24 p.m. Trustee Mullaley seconded the motion. Motion carried.

5. Discussion and possible action on matters discussed in items 3A & 3B.

No action taken.

2. Discussion and possible action on a meeting with the City of Wausau, Marathon County, and Village of Maine representatives regarding Marathon County's proposed facility plan and a shared services agreement.

President Hoenisch said that she had received a call from County Highway Commissioner regarding a joint meeting with Marathon County, the City of Wausau and the Village of Maine on a Shared Services Agreement for the County's proposed new building complex and the southern portion of Maine. Commission Griesbach expressed concerns that it would not be a productive meeting if Maine's entire Board was present. President

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Hoenisch told the Board that she had explained to Commission Griesbach that the shared services agreement was a very important matter for Maine's Board, therefore it was important for them to be at all meetings.

President Hoenisch stated she received a call from a Town of Russell Board Supervisor on a sewer utility employee reference. During that call she was able to gather information on the type of sewer system they have. President Hoenisch suggested that Administrator Rusch schedule a time for the Board to tour that sewer system and possibly get information for the former Brokaw sewer needs. Discussion followed on Maine's sewer system assessment that Darrin Pope from Vierbicher is working on.

The Board members expressed concern over meeting with the City because previous encounters didn't go well and options for Maine to be its own entity and independent. Administrator Rusch pointed out it will be costly for Maine to get utility services down to the areas that have already been identified as corridors for commercial development i.e., Hwy U, Hwy K, and Hwy WW. He felt that dismissing a meeting with the City of Wausau to discuss shared services at this time would not be in the Village's best interests. The Board of Trustees agreed that although they have reservations and past discussions haven't offered favorable outcomes for the Village of Maine, it would be best to reach out to County Administrator Lance Leonard and Wausau's Utility Director Eric Lindemann to schedule a meeting to discuss the proposed facility and utility services. President Hoenisch stated that she would go ahead and set up an open meeting where all Board members could be present.

6. 6:00 p.m. General Business

7. Pledge of Allegiance to the Flag

8. Motion to dispense of the reading and approval of the October 12, 2020 minutes from previous Village of Maine Board Meetings.

Trustee Mullaley made a motion to approve the minutes of the October 12, 2020 meeting. Trustee Graveen seconded. Motion carried.

9. President's Report

President Betty Hoenisch gave an update on the Grove Drive cul-de-sac project. She also stated that the past month has been taxing as COVID precautions continue to take more time, especially in addition to the General Election activities.

10. Administrator's Report

Eastside Improvements: The only component left on this project is an upgrade to the SCADA system (automated communications) for the water and sewer utilities. Part of this

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project replaces obsolete radios and cannot start until the new well house is complete to accept communication equipment.

Water Tower Modification: Modifications and maintenance work required for the tower are complete.

Heat Trace Replacement: WPS recommended changing the primary power source design, which was approved. Contractors have prepped the site to meet the new design criteria. The power upgrade is scheduled to begin next Monday (11/9/20).

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.

Well house: Completed this week- well pumps, roof trusses and sheeting have been installed. Final concrete work (approaches and pads for auxiliary equipment) was also completed. Shingle installation is expected to begin later today. WPS installation of power to the well house is scheduled to begin next Tuesday or Wednesday (11/10 or 11/11).

Transmission main, Access Road, Dry Hydrants: The Transmission Main construction process began October 13th. Crews blasting areas to get proper depth completed have completed the access road, moved across 32nd and are over ½ way done with the stretch along 32nd Ave. Water Main installation was completed along the access road, crossed the intersection of 32nd and Hilltop and continues south along 32nd. The Dry Hydrant installation is expected to begin next Monday (11/9).

Boat Landing Road: Preliminary grading and gravel installation has been completed. Crews are expected to be back onsite next week to complete this project.

Administrator Rusch stated that the sewer fence is not working properly. The company that put it in wasn't responding so he called American Fence who will install a new photo eye at the end of the week.

The water will be hooked up from the wells this fall, hopefully by the end of November or December.

Diane Dettmering questioned if they were going to shut off the road to the granite quarry. Administrator Rusch said he was going to meet with Mathy Construction representative to determine placement of a gate in the vicinity of Well 4.

11. Clerk's Report

Clerk Cindy Bailey gave a report on the General Election which went exceptionally smooth.

The village offered in-person and drive-up voting on November 3rd, in addition to the mailed absentee ballot and in-person absentee options.

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Other than about 5 people who protested the mask request, there weren't many issues. A greeter was, however, yelled at and shoved by one of the protesters. Voters who protested wearing a mask were offered the drive-up voting option, however they demanded entry to the building.

There were 1,735 ballots counted on Election Day. Of those ballots, 820 electors voted by absentee ballot and 915 electors voted in-person on November 3rd. Clerk Bailey reported that only 1 absentee ballot was rejected due to an illegible signature name. Clerk Bailey further explained that there were 94 new registrations on election day, which she contributed to occupancy turnover at the Brokaw apartments.

Clerk Bailey explained the task of deactivating absentee ballots in the WISVOTE system due to approximately 70 electors stopping to vote in-person on election day after they had been issued an absentee ballot. The electors were required to return their absentee ballot before they could vote in-person, which is a State Election rule.

Then Clerk Bailey explained the emails she has been receiving from the County Clerk on a Presidential recount. If there was a recount, it would be at the County level and municipal clerks are being asked to work at the recount.

Lastly she reported that Maine always has good voter participation and 88% of registered voters turned out to vote at the November 3rd Election compared to 83-85% average at other municipalities.

12. Treasurer's Report

**For the Month of October 2020
Village of Maine General Accounts**

Checking Account

Beginning Balance as of: 9/30/2020		\$129,462.21
Deposits and Interest	\$ 121,863.21	
Disbursements	\$ (149,358.67)	
Balance as of: 10/31/2020		<u><u>\$101,966.75</u></u>

Municipal Savings Account

Beginning Balance on: 9/30/2020		\$857,228.96
Deposits and Interest:	\$ 51,371.25	
Disbursements:	\$ (120,687.25)	
Balance as of: 10/31/2020		<u><u>\$787,912.96</u></u>

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Municipal Savings Account (Shared Revenue)

Beginning Balance on: 9/30/2020		\$64,430.07
Deposits and Interest:	\$ 8.21	
Disbursements:	\$ -	
Balance as of: 10/31/2020		<u><u>\$64,438.28</u></u>

Village of Maine Fire Department Accounts

Checking Account

Balance as of: 9/30/2020		\$227.76
Deposits and Interest	\$ 0.01	
Disbursements	\$ -	
Balance as of 10/31/2020	.	<u><u>\$227.77</u></u>

Memorial & Donations Money Market Account

Balance as of: 9/30/2020		\$34,683.59
Deposits and Interest	\$ 4.42	
Disbursements	\$ -	
Balance as of : 10/31/2020		<u><u>\$34,688.01</u></u>

Equipment Outlay Account

Balance as of: 9/30/2020		\$5,709.10
Deposits and Interest	\$ -	
Disbursements	\$ -	
Balance as of: 10/31/2020		<u><u>\$5,709.10</u></u>

Respectfully Submitted

Patricia Neumann

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

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13. Fire Department Report



VILLAGE OF MAINE FIRE DEPARTMENT
4302 TOWN HALL ROAD WW
WAUSAU, WISCONSIN 54401

Reporting – Through End of October 2020

Total Fire/EMS Calls for 2020	49	37%	133
Total EMS Calls for 2020	84	63%	

	Berlin	Brokaw	Maine	Stettin	Mutual Aid		Average No. of Responders Fire/EMS	Average No. of Responders EMS
Jan	2	0	10	1	2	13	5.7	2.0
Feb	0	0	5	1	0	6	0.0	1.5
Mar	1	2	14	1	2	20	3.8	2.7
Apr	0	0	7	4	0	11	5.0	2.4
May	2	1	5	3	0	11	1.3	1.4
Jun	1	1	11	5	1	19	4.8	2.8
Jul	2	0	9	3	0	14	4.0	1.0
Aug	2	0	4	4	0	10	5.0	1.4
Sep	1	0	7	2	1	11	4.7	1.3
Oct	0	3	9	6	0	18	3.6	1.5
	11	7	81	30	6	133	4.2	2.0
	8.3%	5.3%	60.9%	22.6%	4.5%			

- Impacts of Covid 19
 - Two members infected are nearing the end of their illness
 - One member awaiting test results whether infected or not - quarantined
 - One member home for a month from being deployed in Madison with the National Guard
 - Drills are not being held until the number of cases in Wisconsin begin to subside
 - EMRs are not entering homes where positive cases are noted by Dispatch
 - Wausau FD has had 15 cases in their department
- Change in call patterns this year -- Normally motor vehicle accidents are 2/3rd of call volume
 - Motor vehicle accidents – 18.4% of calls
 - Structure fires – 18.4% of calls
 - Service calls - 18.4% of calls
 - Carbon Monoxide, natural gas smell, branch on power line (examples)
- Deputy Chief Bozinski to be appointed District Four Commander for State Funeral Honor Guard

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14. Marathon County Supervisors Report by Jonathan Fisher

Supervisor Jonathan Fisher thanked the Village Board for having him at the meeting and asked President Hoenisch to include him in the meeting with Marathon County and the City of Wausau regarding the proposed facility.

He thanked Clerk Bailey for her hard work in the election process.

He reported that the Finance Committee would be voting on the County's 2021 Budget on Tuesday November 10, 2020. Right now the mil rate is relatively low. He anticipated an 18 cent decrease from last year and basically negligible dollar increase on property driven simply by the actual value appreciation of the property.

He explained that on Thursday, November 12, 2020 there would be a listening session on the Marathon County Task Force Size Assessment. Currently there are 3 options on the table regarding the number of Board Supervisor positions for the County. 1) Leaving the Board at 38 members, 2) dropping it down to 32 members, or 3) dropping it down to 27 members. Each Supervisor serves approximately 3,600 residents at a cost of about \$190,000. Dropping it to 32 members would be an 800 resident increase per Supervisor. Dropping it to 27 Supervisors would be a 1,400 resident increase, taking Supervisors from 3,600 residents to over 5,000 residents to represent. This presents an issue for some Supervisors in the actual physical area they are required to cover. Although the cost savings to the County are evident in decreasing the number of Supervisors, he expressed concern about the Supervisor's availability to residents if the cuts are more severe. Going down to a 27 member County Board would really drive up the commitment level of Supervisors considering involvement with the full County Board, multiple standing committee and subcommittee participation, and additional travel. Supervisor Fisher felt that dropping the number to 27 would increase the time commitment to a level where the younger participants might not be able to manage the load especially with standing committees meeting only during the day. Salary level for a County Supervisor is a little over \$5,000. The County is requesting input on the topic and the Village Board members were encouraged to participate at cpz@co.marathon.wi.us.

Supervisor Fisher recapped the current COVID19 numbers for Marathon County; 75 people in Marathon County have died as a result of COVID19 and to date over 6,800 county residents have been diagnosed with COVID19. Trustee Graveen inquired about the District Attorney office referendum that made the news regarding concerns on overstaffing in Milwaukee County and understaffing in Marathon County. Supervisor Fisher said they did have a meeting on this and are doing another push to the State requiring that legislators support all of the counties based on their formulas.

Trustee Mullaley expressed his appreciation that Supervisor Fisher has been attending Maine's Board meeting and updating the officials and audience on Marathon County's activities and matters that the County Board is working on.

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15. Comments from the audience on Other Business Items A-F below.

No comments were heard.

16. Other Business:

A. Discussion and possible action to approve the 72nd Avenue Road Right of Way agreement with Jason and Larry Burns.

President Hoenisch stated that the issue is complicated and could set an undesirable precedent if not done properly. Consequently, with Attorney Frokjer unavailable at this time, she suggested that the item be tabled to the next meeting. She also informed the Board that when she was posting meeting notices, she saw that the blacktop had been pulled up and the area filled with a road base material, apparently to avoid liability.

** Special Board Meeting was held with the Burns family on October 5, 2020. Many issues involved including road right of way width discrepancies and Town of Berlin owning half of N. 72nd Avenue.**

Item tabled to next meeting.

B. Discussion and possible action on the Schuett's land division certified survey map.

Karla Schuett was present to discuss the 3 acre parcel she wants to create for her nephew who wants to purchase the house at 6103 Decator Drive that was originally built by her grandparents. Zoning Administrator Grefe and President Hoenisch had previously worked with Ms. Schuett on various options for the land division. Ms. Schuett then hired REI and they provided a certified survey map detailing the land division she was requesting. The land division Ms. Schuett is different from the options that Administrator Grefe and President Hoenisch felt worked the best with Maine's Land Division ordinance. Administrator Grefe stated that when the CSM came in from REI he felt that due to the irregularity of the parcel it needed to be brought before the Board of Trustees for approval. Because of the irregular shape Administrator Grefe expressed concern over the approval of the division since it does not meet the Village requirements of consistent rectangular shaped parcels.

President Hoenisch reviewed several maps indicating the original parcel boundaries that they had suggested, and the more regular boundaries Attorney Frokjer preferred to better align with the Village's requirements. Ms. Schuett explained that the parcel was divided in the irregular shape to avoid a natural drainage area on the field near the property.

President Hoenisch stated that she had noticed there was a 3-sided shelter on the property where Ms. Schuett had indicated that her nephew currently houses several pigs. President Hoenisch asked Administrator Grefe if there had been a permit issued for the shelter and if there were issues with Maine's 50 foot setback requirements for an animal shelter.

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Administrator Grefe stated that the area where the shelter is located is very narrow, only about 24 feet and there was no permit issued for the shelter.

President Hoenisch explained that she had reached out to Smith's, the adjoining neighbors, to obtain information regarding the land division, but with COVID-19 and the November 3rd Election work she had not been able to connect with them. President Hoenisch said she had suggested to Ms. Schuett that rather than create an irregular configuration, the land directly behind the Smith's could be sold and adjoined to their current small parcel. That scenario would expand the Smith's property and avoid possible issues with their land being surrounded by the land division the Schuett's are proposing. Ms. Schuett stated that the reason she wants to divide the parcel the way it's laid out in the CMS is that it sort of squares it out. If her nephew wants to have the property for his pigs and eventually if he wants to buy more land he'll be able to come back across that waterway. The one little jog on the west side of the property is there because when her father bought the land the previous owner wanted to keep that section because it contained an apple orchard. The well for her nephew's is also located in that jogged out area so it can't really be separated from the property the house is on.

President Hoenisch asked Administrator Grefe what the Board should do about the buildings that don't meet the setback requirements or for which permits hadn't been obtained. Administrator Grefe said that it would be a matter of determining when the structures were built and asking that they be moved to meet the ordinance. President Hoenisch asked Ms. Schuett if she had ever had any issues with neighbors in regards to the location of the shed and the pigs being house so close to their property. Ms. Schuett responded that there have not been any issues.

Administrator Grefe asked questions on the date that pig shed was built. Ms Schuett indicated that the shelter had been built at least 4 years ago when her nephew started to raise pigs. President Hoenisch also explained to Ms. Schuett that currently the house that her nephew wants to purchase is part of an approximately 38+ acre parcel so his pigs are not an issue. If the land division is approved, he will only own 3 acres and that will change the amount of animals he can keep on that parcel. Ms. Schuett was reminded that the number of animals needs to be compliant with the animal unit ordinance. Trustee Graveen asked if her nephew was planning to expand the pig raising and if so would he then be wanting to buy additional land. Ms. Schuett said that he is currently housing some on her property and was considering building an additional shelter there for his pigs.

Trustee Schult made a motion to approve the CSM with the condition that the Ms. Schuett's nephew obtain a permit for the pig shelter and the setbacks must become compliant with the ordinance. Trustee Mullaley seconded the motion. Motion carried.

C. Discussion and possible action on Jonathan Crane and Brent Never for employment on Maine Fire Department.

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Trustee Schoepke was at the interview for Jonathan Crane and Brent Never who are being considered for employment on the Maine Fire Department. Both are in the Fire Safety Program at NTC and the Fire Department Officer recommended them for the position.

Trustee Mullaley made a motion to approve Jonathan Crane and Brent Never for employment with the Maine Fire Department. Wes Schoepke seconded the motion. Motion carried.

D. Discussion and possible action on proposed Animal Ordinance.

This item was included on the agenda as President Hoenisch thought that Attorney Frokjer would be present at the meeting to guide the Board through the process of developing an Animal Ordinance. Board members expressed concern about moving forward with the proposed Animal Ordinance because Attorney Frokjer was not present to guide the wording of the ordinance.

Item tabled to next meeting.

E. Discussion and possible action on Face Mask Policy.

President Betty Hoenisch and Clerk Cindy Bailey expressed concern over COVID-19 and the vulnerability of staff to exposure from visitors who do not wear masks. President Hoenisch obtained samples of face mask policies from the League of Wisconsin Municipalities whose attorney recommends that municipalities approve a mask policy. A face mask policy will prevent people from walking in without masks and potentially endangering Village staff. Discussion followed on President Hoenisch, Clerk Bailey, Administrator Rusch and Zoning Administrator Grefe being the people that are at risk and therefore the policy must work for them. They should all be involved in the development of the policy. The Trustees agreed that a Face Mask Policy would be appropriate for the municipal building.

Trustee Schoepke made a motion to instruct President Hoenisch and Clerk Bailey to create a face mask policy for the municipal building. Trustee Mullaley seconded the motion. Motion carried.

D. Discussion and possible action on Fall Newsletter.

Trustees discussed the Fall Newsletter, possible changes and adjustment, and the options for a survey. The newsletter will be revised to replace outdated information; website will be updated with information on the upcoming tax bills and information.

Item was tabled to the next meeting.

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

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Diane Dettmering expressed her appreciation for the road upgrades in the East Village, formerly Brokaw.

17. Review bills - motion to approve the payment of timeslips, invoices and statements

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

18. The next Board of Trustees Meeting will be Monday, December 14, 2020

19. Adjournment at 8:35 p.m.

Trustee Schoepke made a motion to adjourn the meeting at 8:35 p.m. Trustee Mullaley seconded the motion. Motion carried.

Respectfully submitted and approved on December 14, 2020.

Merriebeth Russ

Office Assistant