



Village of Maine Minutes

Monday, May 13, 2019

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, May 13, 2019 at 5:30 p.m.** Accounts Payable will be reviewed at 5:30 p.m., **A Special Funding Presentation by Kurt Muchow from Vierbicher is scheduled for 5:45 p.m.** and **General Business will commence at 6:30 p.m.**

AGENDA

1. Call meeting to order at 5:30 p.m. – Betty Hoenisch, Village President
2. Review bills - motion to approve the payment of timeslips, invoices and statements
3. 5:45 p.m. - CDBG/USDA RURAL DEVELOPMENT Funding presentation - Kurt Muchow
4. 6:30 p.m. - General Business
5. Pledge of Allegiance to the Flag
6. Motion to dispense of the reading and approval of the minutes from the April 8, 2019 Board Meeting and the April 15, 2019 Special Board Meeting & Closed Session
7. Call the 2019 Board of Review to Order and Adjourn to a later date
8. President's Report
9. Administrator's Report
10. Treasurer's Report
11. Comments from the audience on Other Business items A - H below
12. Other Business:
 - A. Discussion and possible action on Resolution Committing Matching Funds for the CDBG Public Facilities grant application

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- B. Discussion and possible action on Resolution Authorizing the submittal of the CDBG Public Facilities grant application
 - C. Discussion and possible action on USDA Rural Development Funding for the sewer system project
 - D. Discussion and possible action on Alex Folk for employment with Maine FD
 - E. Discussion and possible action on sale of Maine FD Engine 2
 - F. Discussion and possible action on wastewater treatment facility security gate
 - G. Discussion and possible action to approve Village of Maine President to publish advertisement for sealed road bids for granite, chip seal coating, crack sealing, crushed road base and centerline stripping for 2019 road projects
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, June 10, 2019
 15. 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 May 11, 2019.

Betty Hoenisch,

Village of Maine President

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Call meeting to order

President Hoenisch called the meeting to order at 5:30 p.m.

Present at the meeting:

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

Special Funding Presentation by Kurt Muchow from Vierbicher

Kurt Muchow of Vierbicher Associates gave a presentation of the three possible options for funding the Eastern Village Sanitary Sewer and Water Main Improvements. The Board and audience were given the opportunity to ask questions and make comments.

Review bills payable and approve

Clerk Bailey had distributed the bills and timesheets to the Trustees at the start of the meeting.

President Hoenisch called for a motion to approve the bills and time sheets as presented.

Trustee Schoepke made a motion to approve the bills and time sheets as submitted. Trustee Graveen seconded the motion. Motion carried.

Pledge of Allegiance to the Flag

Motion to dispense of the reading and approval of the minutes from the April 8, 2019 Board Meeting and the April 15, 2019 Special Board Meeting & Closed Session

President Hoenisch asked if there were any changes the Board would like noted and if not, a motion would be in order to approve the minutes.

Trustee Mullaley made a motion to approve the minutes from the April 8, 2019 Board Meeting and the April 15, 2019 Special Board Meeting & Closed Session. Trustee Graveen seconded the motion. Motion carried.

Call the 2019 Board of Review to order and adjourn to a later date

President Hoenisch called the Board of Review to order. She explained to the Board that Troy Zacharius had called the Clerk and stated that there were many errors that needed to be manually corrected due to the merging of the Brokaw properties, therefore, the Board of Review should be rescheduled for June 25th, 2019. She stated that a motion would be in order to adjourn the Board of Review and reconvene on June 25th, 2019.

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Trustee Mullaley made a motion to adjourn the Board of Review and reconvene on June 25th, 2019 beginning at 6:00 p.m. Trustee Graveen seconded the motion. Motion carried.

President's Report

- President Hoenisch stated that she has been working with Attorney Frokjer and Administrator Rusch on the USDA and CDBG submittal items.
- President Hoenisch also stated that Public Works has started working on trimming trees and brush on Decator Drive. They will also do some ditching because the property owner on the corner of Circle Drive and Decator Drive will be replacing his culvert.
- President Hoenisch stated that the State has required that she and Administrator Rusch file separate Maine and Brokaw Recycling grant applications since the Village of Brokaw existed for part of 2018. The recycling grant has been reduced to \$0.254 per person in each municipality.

Administrator's Report

- I received a workorder confirmation from WPS last week re: the annual street light replacement program. We will need to execute a 3-year contract on the replaced LED lights prior to the work being completed. I expect to see that contract soon and the work to be completed shortly after submitting that contract.
- We have been working on completing the documentation required to be able to adopt the Comprehensive Plan. We will have the Public Hearing and potential adoption of that plan this Wednesday (5/15/19).
- I had not seen any reimbursement (\$400.00) from the trucking company that backed into the hydrant on 4th St. and Park Ave. so I double checked the documentation and the police report had the incorrect address in Canada. I made direct contact with them last week and they committed to sending the payment shortly. I will track the payment/reimbursement status.
- I received the final permit (stormwater control) for the alternate access road to the Brokaw Boat Landing last Friday (5/10/19). I could not get construction estimates until I had the final stormwater plan, I contacted 4 contractors today (Tito, Sunrise, Miller and Larson excavating) to see if they were interested in supplying an estimate. They were all interested, I have scheduled site reviews with 3 of them for this week so far. The grant application deadline is June 1st so we will be cutting it close. As with the historic landfill exemption I had issues accessing the online documents and contacted the DNR representative to supply a set of forms to be able to complete the application requirements. The Boating Facilities Grant covers 50% of the cost, should we be lucky to get awarded the grant. Once I have specific numbers regarding road construction, I will be reaching out to another potential funding source to hopefully be able to cover the remaining 50% of the road construction costs.

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- I also continued to work with Darrin at Vierbicher supplying needed information for the wastewater treatment plant assessment as it relates to phase 2 of the sewer projects
- The bridge re-decking project for Hwy WW continues on schedule. We have some concerns about the staging of materials and equipment on the west side of the bridge. The sewer line is not very deep at that location (4') and they are placing slabs and parking equipment over the line. Clayton marked the location and they were made aware of our concerns. Clayton is tracking influent volume and has not seen any issues from that end, but we may want to televise that line towards the end of this construction season to verify the line is intact.

Treasurer's Report

The Treasurer's Report is as follows:

Village of Maine Checking Account

Beginning balance – 3/31/19 - \$18,046.03
Deposits and Interest - \$123,614.35
Disbursements - \$133,756.10
Balance as of 4/30/19 - \$7,904.28

Maine Municipal Savings Account

Beginning balance on 3/31/2019 - \$231,171.99
Deposits and Interest - \$82,425.15
Disbursements - \$123,597.86
Balance as of 4/30/2019 - \$189,999.28

Maine Municipal Savings Account (Shared Revenue)

Beginning balance on 3/31/19 - \$232,619.43
Deposits and Interest - \$200.83
Disbursements - \$0.00
Balance as of 4/30/2019 - \$232,820.26

Village of Maine Fire Department Accounts:

Checking Account

Balance as of 4/30/2019 - \$356.29

Memorials & Special Donations Account

Balance as of 4/30/19 - \$45,988.20

Equipment Outlay Account

Balance as of 4/30/2019 - \$5,709.10

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

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

Comments from the audience on Other Business Items A - G below

There were no comments on the above items.

Other Business:

A. Discussion and possible action on Resolution Committing Matching Funds for the CDBG Public Facilities grant application

President Hoenisch and the Trustees discussed this item which is a requirement for the CDBG funding submittal.

Trustee Schoepke made a motion to adopt Resolution 2019-11 Committing Matching Funds for the CDBG Public Facilities Grant. Trustee Schult seconded the motion. Motion was carried with a unanimous 5 to 0 vote.

B. Discussion and possible action on Resolution Authorizing the submittal of the CDBG Public Facilities grant application

President Hoenisch stated that this Resolution is also a requirement for the CDBG grant submittal. The Board discussed the Resolution.

Trustee Mullaley made a motion to adopt Resolution 2019-12 authorizing the submittal of the CDBG Public Facilities grant application. Trustee Graveen seconded the motion. Motion carried with a unanimous 5 to 0 vote.

Attorney Frokjer recommended that a motion be made clarifying which option the Board is approving Vierbicher to submit.

President Hoenisch asked for a motion.

Trustee Schult made a motion to approve option 3 for the Eastern Village sanitary/sewer and water main improvements project. Trustee Schoepke seconded the motion. Motion carried by a unanimous vote of 5 to 0.

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C. Discussion and possible action on USDA Rural Development Funding for the sewer system Project

Kurt Muchow explained this item and the cost savings of the sanitary project dovetailing on the water infrastructure project. Mr. Muchow stated that it would be a huge financial savings to the Village of Maine if both CDBG and USDA Rural Development grants are utilized.

President Hoenisch asked the Board if there were additional questions. There were none and she called for a motion.

Trustee Schult made a motion to authorize Vierbicher to proceed with the USDA Rural Development for funding the sewer system project. Trustee Mullaley seconded the motion. Motion carried.

D. Discussion and possible action on Alex Folk for employment with Maine FD

President Hoenisch asked that Trustee Schoepke discuss the FD employment candidate with the Board. After a brief discussion President Hoenisch stated that a motion would be in order.

Trustee Schult made a motion to approve Alex Folk for employment on the Maine Fire Department. Trustee Mullaley seconded the motion. Motion carried.

E. Discussion and possible action on sale of Maine FD Engine 2

This item was tabled to a later date.

F. Discussion and possible action on wastewater treatment facility security gate

President Hoenisch asked Administrator Rusch to explain the information he had obtained to secure the wastewater treatment facility. Administrator Rusch stated that he had obtained two quotes for gates that would secure the facility. The first quote is from Century Fence and the cost would be \$11,115.00. The second quote is from Fox Valley Overhead Door and the cost would be \$6,165.00. The Board discussed the two options further.

Trustee Schoepke made a motion to approve the Fox Valley Overhead Door quote in the amount of \$6,165.00 for a security gate for the wastewater treatment facility. Trustee Mullaley seconded the motion. Motion carried.

G. Discussion and possible action to approve Village of Maine President to publish advertisement for sealed road bids for granite, chip seal coating, crack sealing, crushed road base and centerline stripping for 2019 road projects

The Board briefly discussed this item.

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Trustee Mullaley made a motion to approve the Village of Maine President to publish advertisement for sealed road bids for granite, chip seal coating, crack sealing, crushed road base and centerline stripping for 2019 road projects. Trustee Graveen 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 comments.

The next Board of Trustees Meeting will be Monday, June 10, 2019

Adjournment

President Hoenisch asked for a motion to adjourn.

Trustee Schoepke made a motion to adjourn at 7:35 p.m. Trustee Graveen seconded the motion. Motion carried.

Respectfully submitted and approved June 10, 2019

Cindy Bailey

Village of Maine Clerk