



Village of Maine Minutes

Monday, June 10, 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, June 10, 2019. A Special Board Meeting/Closed Session will be held at 4:30 p.m., 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 4:30 p.m. – Betty Hoenisch, Village President
2. 4:30 p.m.- Presentation on Conceptual Facilities Masterplan Study by Funktion Design
3. 5:30 p.m. - President will entertain a motion to convene into Closed Session pursuant to Section 19.85
 - A. Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the possible lease or purchase of land for future development and investing public funds for the proposed purchase
 - B. Closed Session pursuant to 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's Fire Department
4. Adjourn the Closed Session and reconvene the Special Board Meeting
5. Discussion and possible action on matters discussed in item 3A and 3B of this agenda
6. 6:30 p.m. - Review bills - motion to approve the payment of invoices, statements and time slips
7. 7:00 p.m. - Pledge of Allegiance to the Flag
8. Motion to dispense of the reading and approval of the minutes from the May 13, 2019 Board Meeting, the May 15th and the May 29th Special Board Meetings.
9. President's and Administrator's Report
10. Treasurer's Report

11. Comments from the audience on Other Business items A - I below
12. Other Business:
 - A. Discussion and possible action on Liquor Licenses and Amusement and Tobacco licenses for Brokaw Convenience, Red Granite Bar & Grill, Rib Mountain Bowmen, Richard's Restaurant & Bar, Schmidt's Ballroom and Bar, Tina's Mirage and Willow Springs Garden
 - B. Discussion and possible action on Marathon County Municipalities Economic Development Agreement
 - C. Discussion and possible action on Community Leasing Partners for the financing of the Fire Department Engine/Pumper
 - D. Discussion and possible action on the sale of Maine FD Engine 2
 - E. Discussion and possible action on trailer for transporting public works equipment
 - F. Discussion and possible action on Personnel Policy
 - G. Discussion and possible action to approve Board of Review members for the June 25, 2019 Board of Review
 - H. Discussion and possible action to approve Plan Commission members for a term ending May 2021
 - I. Discussion and possible action to approve Board of Appeals members for term ending 2021
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, July 8, 2019 and there will be a Special Board Meeting on Monday, June 24, 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 June 8, 2019.

Betty Hoenisch,

Village of Maine President

Village of Maine Board of Trustees Meeting Minutes – Monday, June 10, 2019

The Board of Trustees of the Village of Maine held a regular monthly meeting at the Maine Municipal Center on Monday, June 10, 2019. A Special Board Meeting/Closed Session was held at 4:30 p.m., Accounts Payable was reviewed at 6:30 p.m. and General Business commenced at 7:00 p.m.

Call meeting to order

President Hoenisch called the meeting to order at 4:30 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.

Presentation on Conceptual Facilities Masterplan Study by Funktion Design

Melody Hamlin owner/partner of Funktion Design presented the Board with a proposal for new Public Works, Municipal Center and Fire Department buildings. Included in her presentation was a list of people that would become the project team and key personnel. She went on to explain the services her company offered and covered each phase of the proposed project so that the Board would have a clear understanding of the project. She provided several pages of completed projects to clarify her company's qualifications and also attached a list of references for the Board to contact.

President will entertain a motion to convene into Closed Session pursuant to Section 19.85

A. Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the possible lease or purchase of land for future development and investing public funds for the proposed purchase

B. Closed Session pursuant to 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's Fire Department

President Hoenisch asked for a motion to go into closed session.

Trustee Schult made a motion to go into closed session and invited Administrator Rusch, Clerk Bailey, Treasurer Behrendt, Fire Chief Bozinski and Attorney Frokier into the session. Trustee Mullaley seconded the motion. President Hoenisch took a roll count vote and the motion was passed 5 to 0 in favor.

Adjourn the Closed Session and reconvene the Board Meeting

President Hoenisch asked for a motion to adjourn the closed session and reconvene the Board Meeting.

Trustee Mullaley made a motion to adjourn the closed session and reconvene the Board Meeting at 6:42 p.m. Trustee Graveen seconded the motion. Motion carried.

Village of Maine Board of Trustees Meeting Minutes – Monday, June 10, 2019

Discussion and possible action on matters discussed in item 3A and 3B of this agenda

No action taken.

Review bills payable and approve

Clerk Bailey distributed the bills and timesheets to the Trustees.

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

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

Pledge of Allegiance to the Flag

Motion to dispense of the reading and approval of the minutes from the May 13, 2019 Board Meeting, the May 15th and the May 29th Special Board Meetings.

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 Graveen made a motion to approve the minutes from the May 13, 2019 Board Meeting and the May 15, 2019 Special Board Meeting and tabled the May 29, 2019 Special Meeting Minutes. Trustee Schoepke seconded the motion. Motion carried.

President's and Administrator's Report

President's Report

- ❖ President Hoenisch stated the Public Works personnel orientation on June 3rd went very well.
- ❖ President Hoenisch stated that she and Clerk Bailey attended the “Fire Up For Reading” function. The kids that were honored and very excited. The Fire Department did an excellent job honoring the students. Breakfast was provided by REI. The day went very well.
- ❖ The new fire engine arrived on June 4th. The Fire Chief, Captain and three lieutenants drove back from South Dakota with it. It is the first new engine purchased in twenty years and there was a celebration among Fire Department and Board members when it arrived.
- ❖ President Hoenisch stated that she received a call from Dave Mack and Preston VanDeVoort and they informed her that the County will be renaming County Road F to County Road L. This is the only road in the Village of Maine that will be renamed as a result of the new uniform addressing program. Marathon County will be contacting the residents affected. The road name is changing however the house numbers will remain the same.

Village of Maine Board of Trustees Meeting Minutes – Monday, June 10, 2019

Administrator's Report

Below are the highlights:

- Reviewed and provided feedback on an amended Compliance Alternatives Plan Report that Vierbicher put together with information we provided, regarding the wastewater treatment plant.
- The Consumer Confidence Report (CCR) and the Compliance Maintenance Annual Report (CMAR) will be coming due by the end of June. Clayton will provide the records and testing information and I will prepare and submit the proper documents. This had been completed by engineering firms or filed with inaccurate information prior to me assuming the Administrator role.
- WW bridge work continues as scheduled. Updates are posted on the electronic signs.
- I received an executed agreement from WPS last week regarding the annual LED streetlight replacement program.
- CDBG funding for completion of water infrastructure upgrades has been submitted and is in the review stage. USDA sewer funding application is in the information collection phase and I will be working with Vierbicher on this.
- I have received confirmation of receipt of the Recreational Boating Facilities grant application from the DNR. The next step will be in August with a presentation to the commission assessing the applications. Grants are typically awarded in September or October.

Treasurer's Report

The Treasurer's Report is as follows:

Village of Maine Checking Account

Beginning balance – 4/30/19 - \$7,904.28

Deposits and Interest - \$137,547.28

Disbursements - \$138,505.45

Balance as of 5/31/19 - \$6,946.11

Maine Municipal Savings Account

Beginning balance on 4/30/19 - \$189,999.28

Deposits and Interest - \$66,964.28

Disbursements - \$137,510.14

Balance as of 5/31/19 - \$119,453.42

Maine Municipal Savings Account (Shared Revenue)

Beginning balance on 4/30/19 - \$232,820.26

Deposits and Interest - \$207.72

Disbursements - \$0.00

Balance as of 5/31/19 - \$233,027.98

Village of Maine Board of Trustees Meeting Minutes – Monday, June 10, 2019

Village of Maine Fire Department Accounts:

Checking Account

Balance as of 5/31/19 - \$316.52

Memorials & Special Donations Account

Balance as of 5/31/19 - \$46,523.37

Equipment Outlay Account

Balance as of 5/31/19 - \$5,709.10

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

Other Business:

Discussion and possible action on Liquor Licenses and Amusement and Tobacco licenses for Brokaw Convenience, Red Granite Bar & Grill, Rib Mountain Bowmen, Richard's Restaurant & Bar, Schmidt's Ballroom and Bar, Tina's Mirage and Willow Springs Garden

Clerk Bailey stated that she had received renewal applications from all of the above Liquor License Agents.

President Hoenisch asked for a motion to approve the liquor licenses dated July 1, 2019 expiring June 30, 2019.

Trustee Schoepke made a motion to approve liquor and amusement licenses for Brokaw Convenience, Red Granite Bar & Grill, Rib Mountain Bowmen, Richard's Restaurant & Bar, Schmidt's Ballroom and Bar, Tina's Mirage and Willow Springs Garden. Trustee Graveen seconded the motion. Motion carried.

Discussion and possible action on Marathon County Municipalities Economic Development Agreement

No action taken on this item.

Discussion and possible action on Community Leasing Partners for the financing of the Fire Department Engine/Pumper

The Board discussed the proposed eight-year lease for the new Rosenbauer Fire Engine. President Hoenisch asked for a motion regarding the lease.

Trustee Schoepke made a motion to approve working with Community Leasing Partners and obtain a lease with an eight-year payment plan and the first five years fixed at a rate of 3.54%. Trustee Graveen seconded the motion. Motion carried.

Discussion and possible action on the sale of Maine FD Engine 2

Administrator Rusch explained that he had spoken with the owner of TerX. Terx had expressed the need of a used fire engine. Administrator Rusch asked the owner if he would be interested in trading our Fire Engine 2 for the small parcel of land that is needed for the lift station. The owner declined that offer and is not interested in working with the Village of Maine.

President Hoenisch stated that Chief Bozinski suggested putting the old engine on Craigslist to sell it.

Trustee Schoepke made a motion to approve the Fire Department selling the current Engine 2 with the proceeds to go into the Fire Department Equipment and Outlay account. Trustee Graveen seconded the motion. Motion carried.

Discussion and possible action on trailer for transporting public works equipment

The Board discussed acquiring a trailer for Public Works to transport equipment.

Trustee Graveen made a motion to approve the purchase of a 7 foot by 20 foot Sure-Trac trailer from Sunset Trailer Sales for the Public Works Department. Trustee Schult seconded the motion. Motion carried.

Discussion and possible action on Personnel Policy

Clerk Bailey read through the minor changes that she had made to the personnel policy. Attorney Frokjer stated that he would like her to add the sentence “We reaffirm the Village of Maine grievance procedure” under the New Employees Probationary Period/Annual Review paragraph. The Clerk stated that she would add this sentence to the 2019 Personnel Policy.

President Hoenisch asked for a motion to approve the 2019 Personnel Policy.

Trustee Schoepke made a motion to approve the 2019 Personnel Policy with the addition of the sentence requested by Attorney Frokjer regarding the grievance procedure. Trustee Graveen seconded the motion. Motion carried.

Discussion and possible action to approve Board of Review members for the June 25, 2019 Board of Review

The Board discussed approval of Board of Review members.

Trustee Schoepke made a motion to approve all of the Board members to the Board of Review. Trustee Graveen seconded the motion. Motion carried.

Discussion and possible action to approve Plan Commission members for a term ending May 2022

The Board discussed approval of Plan Commission members for a term ending in May 2022.

President Hoenisch asked for a motion.

Village of Maine Board of Trustees Meeting Minutes – Monday, June 10, 2019

Trustee Schult made a motion to approve Rochelle Frank, Steve Zahn and Wes Schoepke as Plan Commission members with a term ending May 2022. Trustee Graveen seconded the motion. Trustee Schoepke abstained. Motion carried.

Discussion and possible action to approve Board of Appeals members for term ending 2022

The Board discussed the Board of Appeals members that have agreed to serve a term ending in May 2022.

President Hoenisch asked for a motion.

Trustee Schoepke made a motion to approve Jon Graveen and Laurie Moritzen as members of the Board of Appeals with a term ending in 2022. He also made a motion to approve Peter Wolff as a first alternate and Kelley Wehrner as a second alternate with a term ending in 2022. Trustee Schult seconded the motion. Trustee Graveen abstained. Motion Carried.

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

Resident Glen Hoenisch reported that there are needles, evidence of fire and general trash at the cul-de-sac at the end of Bayshore Drive.

The next Board of Trustees Meeting will be Monday, July 8, 2019

Adjournment

President Hoenisch asked for a motion to adjourn.

Trustee Schoepke made a motion to adjourn at 8:27 p.m. Trustee Graveen seconded the motion. Motion carried.

Respectfully submitted and approved July 15, 2019.

Cindy Bailey

Village of Maine Clerk