



## Village of Maine Minutes

**Monday, November 12, 2018**  
**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, November 12, 2018 at 5:30 p.m. There will be an Economic Development presentation followed by review of Accounts Payable at 6:30 p.m. General Business will commence at 7:00 p.m.

#### **AGENDA**

1. Call meeting to order at 5:30 p.m. – Betty Hoenisch, Village President
2. Presentation on Economic Development Study by consultant Gary Becker
3. Review bills - motion to approve the payment of time slips, invoices and statements
4. Pledge of Allegiance to the Flag
5. Motion to dispense of the reading and approval of the minutes from the October 8, 2018 Board Meeting, the October 8, 2018 Special Board Meeting/Closed, the October 1, 2018 Special Meeting/Closed Session and the October 29, 2018 Special Meeting/Budget Workshop.
6. President's Report and Administrator's Report
7. Clerk's Report on the November 6, 2018 Election
8. Treasurer's Report
9. Comments from the audience on Other Business items A - E below
10. Other Business:
  - A. Discussion and possible action on 2019 Emergency Services Agreement with the Town of Berlin
  - B. Discussion and possible action on 2019 Emergency Services Agreement with the Town of Stettin

- C. Discussion and possible action on the Rakow Well Site Agreement and CSM
  - D. Discussion and possible action on the Voelker Well Access Agreement and CSM
  - E. Discussion and possible action on street lights in Brokaw
11. Report from audience on culverts, road issues and/or requests to have an item placed on the next Village Board Meeting agenda
  12. The next Board of Trustees Meeting will be Monday, December 10, 2018
  13. Adjournment

I certify this agenda was posted at the Red Granite Bar & Grill, Richard's Restaurant & Bar, Schmidt's Bar, the Village of Brokaw Hall, the Brokaw Post Office and the Maine Municipal Center, 6111 N. 44<sup>th</sup> Avenue, Wausau, WI on November 10, 2018.

*Betty Hoenisch,*

Village of Maine President

### **Village of Maine Board of Trustees Meeting Minutes - Monday, November 12, 2018**

**The Board of Trustees of the Village of Maine held a regular monthly meeting at the Maine Municipal Center on Monday, November 12, 2018 at 5:30 p.m. Accounts Payable was reviewed and General Business commenced at 7:00 p.m.**

#### **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, Trustee Tad Schult, Trustee Tom Mullaley, Trustee Jon Graveen and Administrator Keith Rusch.

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### **Presentation on Economic Development Study by consultant Gary Becker**

President Hoensich stated that one of the requirements of the USDA funding package is to complete an economic development study. Maine received a 50/50 grant share through North Central Wisconsin Regional Planning for this study. Vierbicher Associates were awarded the bid for this and Mr. Becker is the consultant that is giving an update on the study.

- There was a kickoff meeting in October 2018
- The main focus is to build the Village of Maine tax base and the challenge is accomplishing this while keeping the majority of Maine rural as the residents wish.
- Mr. Becker is investigating ideas of developing the waterfront in the former Village of Brokaw. The challenges there are the environmental issues.
- Administrator Rusch supplied Mr. Becker with a list of current business owners and he has contacted them to see if there are opportunities for growth.
- The next presentation will be in January 2019

### **Review bills payable and approve**

Clerk Bailey distributed the bills and timesheets to the Trustees and asked that they review and approve them.

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

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

### **Pledge of Allegiance to the Flag**

President Hoenisch asked everyone present to stand for the Pledge of Allegiance to the Flag

**Motion to dispense of the reading and approval of the minutes from the October 8, 2018 Board Meeting, the October 8, 2018 Special Board Meeting/Closed, the October 1, 2018 Special Meeting/Closed Session and the October 29, 2018 Special Meeting/Budget Workshop.**

President Hoensich stated that copies of minutes had previously been emailed to the Board.

Clerk Bailey asked to table the October 1, 2018 Special Board Meeting Minutes due to her workload with the November 6, 2018 Election.

## **Village of Maine Board of Trustees Meeting Minutes - Monday, November 12, 2018**

President Hoenisch stated that a motion would be in order for the other minutes if there were no changes or corrections.

Trustee Mullaley made a motion to approve the October 8, 2018 Board Meeting, the October 8, 2018 Special Board Meeting/Closed Session, and the October 29, 2018 Special Meeting/Budget Workshop. Trustee Schult seconded the motion. Motion carried.

### **President's Report**

President Hoenisch discussed the attachment how snow removal was going this season and that routes may be changed. She also discussed the North 20<sup>th</sup> Avenue culvert that is planned to start with a contractor the week after Thanksgiving.

### **Administrator's Report**

#### **Items of note:**

- Included with your packet is a flyer prepared by Harter's that will be distributed with containers. If you have any comments or additions to the information, please let me know and I will coordinate any adjustments with them.
- We have discussed the addition of Fleet cards from Riiser for fuel and gas for Public Works and the Fire Department. There is currently an account set-up with the WW Mobile station. We will need to determine if we are discontinuing or moving the existing on-site tank and if I should continue with the application process.
- I have completed mapping approval and membership information to be part of Diggers Hotline. Maine had not owned any underground utilities prior to attaching Brokaw and as such were not required to be members. Now that we do own underground utilities, we needed to confirm facility mapping, become members and select payment options. Due to the way they determine payment schedules we are better to pay per request rather than the pre-pay option. The pre-pay option is based on the previous year's activity. Given the significant number of requests this last year next year's calculation would be high. Once we are to a point where activity is normal the prepay option (twice a year) is better for budgeting purposes.

## **Village of Maine Board of Trustees Meeting Minutes - Monday, November 12, 2018**

- I received DNR notification Friday that we were approved to be members of the National Floodplain Insurance Program (NFIP). Official notification from FEMA will be arriving soon. If you recall, we had to pass resolutions, fill out a detailed application form and approve an up to date Floodplain Ordinance to be eligible for the program. This program doesn't cost extra to be part of and is necessary to be covered by FEMA for natural disasters.
- As noted in my weekly update, borings to determine depth to bedrock were completed and have determined that areas shallower than 8' were less than anticipated. This should help save money on construction costs and utility installation. The preliminary engineering report already includes the water tower maintenance and improvement recommendations from the inspection we just completed. That addition as well as other prioritized requests were included as part of the savings from the new well locations being closer to the existing facilities. All this will come into play as we near the end of the project. Any savings could be applied to legal and planning costs that can potentially be reimbursed if construction costs come in lower than originally planned.

I have also received confirmation from the DNR that we can use next year's water tower work as fulfilling the required draw down inspection. This year's inspection was for evaluation purposes to be able to include costs for reimbursement from the USDA funding. An inspection of certain components of the tower are required every year. Every 5 years a complete draw down and interior inspection is required. An ROV (Remote Operated Vehicle) inspection, as we just had, is allowed every other 5-year cycle. Given that the last draw down occurred in 2008 the ROV inspection this year did not meet DNR requirements.

### **Clerk's Report on the November 6, 2018 Election**

Clerk Bailey reported that the total number of votes at the election was 1,443. Of that number there were 146 people that registered to vote on the day of the election. She stated that 80 percent of voters came out to vote in the Village of Maine.

### **Treasurer's Report**

President Hoenisch asked Treasurer Behrendt to present the Treasurer's Report.

#### **Village of Maine Checking Account**

Beginning balance – 9/30/18 - \$18,097.04

Deposits and Interest - \$304,390.59

Disbursements - \$301,578.68

Balance as of 10/31/18 - \$20,908.95

## **Village of Maine Board of Trustees Meeting Minutes - Monday, November 12, 2018**

### **Maine Municipal Savings Account**

Beginning balance on 9/30/18 - \$537,507.69

Deposits and Interest - \$49,163.01

Disbursements - \$304,347.56

Balance as of 10/31/18 - \$282,323.14

### **Maine Municipal Savings Account (Shared Revenue)**

Beginning balance on 9/30/18 - \$284,257.81

Deposits and Interest - \$253.61

Disbursements - \$0.00

Balance as of 10/31/18 - \$284,511.42

### **Village of Maine Fire Department Accounts:**

#### **Checking Account**

Balance as of 10/31/18 - \$369.87

#### **Memorials & Special Donations Account**

Balance as of 10/31/18 - \$39,134.01

#### **Equipment Outlay Account**

Balance as of 10/31/18 - \$55,681.63

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

Trustee Mullaley made a motion to approve the Treasurer's report as submitted. Trustee Schult seconded that motion. Motion carried.

### **Comments from the audience on Other Business Items A - C below**

There were no comments from the audience.

### **Other Business**

#### **Discussion and possible action on 2019 Emergency Services Agreement with the Town of Berlin**

The Board discussed the 2019 Emergency Services Agreement with the Town of Berlin. They agreed that the proposed three percent increase was needed and justified.

Trustee Mullaley made a motion to approve the Town of Berlin Emergency Services Agreement in the amount of \$10,580.00. Trustee Graveen seconded the motion. Motion carried.

## **Village of Maine Board of Trustees Meeting Minutes - Monday, November 12, 2018**

### **Discussion and possible action on 2019 Emergency Services Agreement with the Town of Stettin**

The Board discussed the 2019 Emergency Services Agreement with the Town of Stettin.

Trustee Mullaley made a motion to approve the 2019 Emergency Services Agreement with the Town of Stettin in the amount of \$10,998.00. Trustee Graveen seconded the motion. Motion carried.

### **Discussion and possible action on the Rakow Well Site Agreement and CSM**

The Board briefly discussed the Rakow Well Site Agreement that had been drawn up by Attorney Frokjer. President Hoenisch stated that if there were no other questions a motion to approve would be in order.

Trustee Mullaley made a motion to approve the Rakow Well Site Agreement and Certified Survey Map. Trustee Graveen seconded the motion. Motion carried.

### **Discussion and possible action on the Voelker Well Access Agreement and CSM**

The Board briefly discussed the Voelker Access Agreement that had been drawn up by Attorney Frokjer. President Hoenisch stated that if there were no other questions a motion to approve would be in order.

Trustee Mullaley made a motion to approve the Voelker Well Access Agreement and Certified Survey Map. Trustee Graveen seconded the motion. Motion carried.

### **Discussion and possible action on streetlights in Brokaw**

This item was tabled.

### **The next Board of Trustees Meeting will be Monday, December 10, 2018**

### **Adjournment**

President Hoenisch asked for a motion to adjourn.

Trustee Mullaley made a motion to adjourn at 8:45 p.m., seconded by Trustee Graveen. Motion carried.

Respectfully submitted and approved December 10, 2018.

*Cindy Bailey*

Village of Maine Clerk