



## Town of Maine Minutes

**Monday, April 13, 2015**  
**Board of Supervisor Meeting**

**Town of Maine Town Hall**  
**6111 N. 44<sup>th</sup> Avenue**  
**Wausau, WI 54401**

**The Board of Supervisors of the Town of Maine held a regular monthly meeting at the Town of Maine Town Hall on Monday, April 13, 2015. Accounts Payable were reviewed at 7:00 p.m. with General Business at 7:30 p.m.**

### Agenda

1. Call meeting to order at 6:00 p.m. – Tad Schult, Town Chairman
2. 6:00 p.m. – Interview Pro Steam Cleaning Service for Town Hall Custodian position
3. 6:30 p.m. – Interview Cheryl Teske for Town Hall Custodian position
4. 7:00 p.m. – Review Accounts Payable
5. 7:30 p.m. – General Business
6. Pledge of Allegiance to the Flag
7. Motion to approve accounts payable
8. Clerk's Report
  - A. Motion to dispense of the reading of the minutes from the March 9, 2015 Board Meeting, the March 10, 2015 Special Board Meeting, the March 23, 2015 Special Board Meeting / Closed Session, and the March 30, 2015 Public Informational Meeting and approval of those minutes.
9. Chairman's Report
10. Supervisor's Report
11. Treasurer's Report
12. Zoning Administrator's Report
13. Fire Department Report
14. Other Business:
  - A. Discussion and possible action to approve 2015/2016 salt order from Marathon County Highway Department.
  - B. Discussion and possible action to approve Town to publish advertisement for sealed road bids for granite, asphalt, pulverizing, chip seal coating, crack sealing, crushed road base, shouldering, and centerline striping for 2015 road projects.
  - C. Discussion and possible action to approve Town to publish advertisement for sealed bids for asphalt for 2015 Town Road Improvement (TRI) Grant.
  - D. Discussion and possible action to approve Maine Fire Department to contract with FireCatt for hose testing.
  - E. Discussion and possible action to approve Maine Fire Department to purchase First Responder defibrillators from the Fire Department Donation Account.
15. Interview Tammy Stromme for Town Hall custodian position.
16. Discussion and possible action to approve a custodian.
17. The next Board of Supervisor Meeting will be May 11, 2015.
18. Adjournment

Notice & agenda of this meeting was posted at the Red Granite Bar & Grill, Richard's Restaurant & Bar, Schmidt's Bar & the Town of Maine Town Hall, 6111 N. 44<sup>th</sup> Avenue, Wausau, WI on April 10, 2015.

*Tina M. Meverden*, Town of Maine Clerk

## **Monday, April 13, 2015 Board of Supervisor Meeting**

The Board of Supervisors of the Town of Maine held a regular monthly meeting at the Town of Maine Town Hall on Monday, April 13, 2015 at 6:00 p.m.

**Chairman Schult called the meeting to order at 6:00 p.m.**

### **Interview Pro Steam Cleaning Service and Cheryl Teske for Town Hall Custodian position**

Candidates were asked a series of questions to determine their experience, skills, availability, and willingness to learn equipment and do assigned tasks. Candidates were also asked if they carried their own disability or liability insurance as well as their preference to be hired as a town employee or a subcontractor of the Town.

The Town Board then listed the tasks required of the Town Custodian and gave each candidate a tour of the Town Hall, Public Works Garage, and Fire Department building to highlight the areas needing cleaning.

Candidates were then asked to contact Supervisor Hoenisch within a few days with a proposal for services.

### **Review Accounts Payable**

Present were Chairman Tad Schult, Supervisor Keith Rusch, Supervisor Betty Hoenisch, Clerk Tina Meverden, Treasurer Marilyn Grunenwald, Zoning Administrator / Building Inspector Rich Grefe, and community members.

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

### **Motion to approve accounts payable bills**

Chairman Schult called for a motion to approve the accounts payable bills. Supervisor Rusch made a motion to approve the accounts payable bills, seconded by Supervisor Hoenisch. Motion carried.

### **Clerk's Report:**

Chairman Schult called for a motion to dispense of the reading of the minutes from the March 9, 2015 Board Meeting, the March 10, 2015 Special Board Meeting, the March 23, 2015 Special Board Meeting / Closed Session, and the March 30, 2015 Public Informational Meeting and approval of those minutes.

Motion by Supervisor Hoenisch to dispense of the reading and approve the minutes from the March 9, 2015 Board Meeting, the March 10, 2015 Special Board Meeting, the March 23, 2015 Special Board Meeting / Closed Session, and the March 30, 2015 Public Informational Meeting with the following changes to the March 9, 2015 Board Meeting minutes – 1) The first sentence of the ninth paragraph on page 5 should begin with “When Supervisor Hoenisch suggested the use of horse diapers...” 2) The following sentence should be added to the end of the fifth paragraph on page 8 – “**Mr. Ohrmundt also acknowledged that the Town Board has the authority to hire who they wish.**” and 3) The word *reiterated* was misspelled in the first sentence of the sixth paragraph and should be corrected. The motion was seconded by Supervisor Rusch. Motion carried.

### **Chairman's Report:**

Chairman Schult reported that Public Works have been busy repairing equipment in preparation for the summer season.

Chairman Schult stated that the Town has finally found a place to store some recycled asphalt from the Highway 51 project. The recycled asphalt will be stored at Anderson Brothers and Johnson.

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Chairman Schult shared that April 13<sup>th</sup> through April 17<sup>th</sup> is Tornado and Severe Weather Awareness week.

Chairman Schult ended by reporting that he has been working with American Asphalt to get N. 28<sup>th</sup> Avenue into their paving schedule for 2015.

### **Supervisor's report:**

Supervisor Rusch reported that after the most recent snowstorm he received some phone calls regarding downed branches on Falcon Drive. Supervisor Rusch stated that by the time he arrived at the scene the branches were moved from the road.

Supervisor Rusch publicly acknowledged Fire Department member Jeff Fox who helped keep count of attendees at the March 30<sup>th</sup> Public Informational Meeting at the Maine Town Hall. He not only kept a head count but limited attendance to 200 individuals.

Supervisor Rusch shared his disappointment of a recent newspaper article where a statement was given by representatives Spiros, Heaton, and Petrowski. He commented that both the Town of Maine and the Town of Texas have made numerous efforts to contact their legislators since January 30, 2015 to meet with them and discuss the Brokaw issue. Those efforts have produced nothing, as phone calls have gone unreturned and no commitments have been made by the congressmen to meet with the Town.

Supervisor Rusch added that some of the points made in the newspaper article are inaccurate. He also stated that the congressmen should have had the common courtesy to contact the Town before releasing statements to the paper.

Supervisor Rusch made an official request that *Open Discussion by Audience Members without Action from the Town Board* be placed on the monthly Board Meeting agenda for May. Glen Hoenisch responded by asking if a time limit can be placed on open discussion. Chairman Schult and Supervisor Rusch replied by saying that his suggestion will be discussed at the next Board Meeting.

Supervisor Hoenisch reported that the Town Board spent countless hours reading material on the Brokaw matter. She stated that the Town had a meeting on March 23, 2015 with the accountant, an engineer, the Town of Texas Board, and legal counsel for both Maine and Texas. At that meeting, it was decided to change the way the March 30, 2015 Informational Meeting would be announced. Rather than announcing the Informational Meeting on the Town of Maine website and publicizing it in the newspaper, it was decided that a postcard mailer would be sent out to all Town residents informing them of the meeting.

Supervisor Hoenisch stated that the Town Hall office has been busy with people requesting utility permits, road weight waivers, and building permit packets. She added that with summer approaching she has been kept busy with those who wish to rent the Town Hall for graduations and family reunions.

Supervisor Hoenisch reported that the Town was able to retrieve its assessment records from the previous Town assessor. She continued by stating that Rich Greffe, Clerk Meverden, and herself were able to meet with the new Town assessor to hand over the assessment records.

Supervisor Hoenisch ended by sharing that she has been working with candidates for the Town custodian position in an effort to replace the current custodian who is retiring after more than 10 to 12 years with the Town. She added that this evening several candidates were interviewed for the custodian vacancy.

## **Monday, April 13, 2015 Board of Supervisor Meeting**

### **Treasurer's Report – March 2015**

#### **Town Accounts:**

Town of Maine Checking Account March 31, 2015 - \$5,468.81

Garbage and Recycling Special Assessment Certificate of Deposit Account – \$24,349.67

Money Market Account Balance February 28, 2015 - \$741,315.52

Money Market Account Deposits and Interest March 2015 - \$26,063.79

Money Market Account Disbursements March 2015 - \$62,925.91

Money Market Balance March 31, 2015 - \$704,453.40

#### **Maine Fire Department Accounts:**

FD Equipment Outlay Account March 31, 2015 - \$58,943.04

FD Money Market for Memorials and Special Donations March 31, 2015 - \$24,986.63

FD Petty Cash Checking Account March 31, 2015 - \$806.08

Chairman Schult called for a motion to approve the Treasurer's report. Supervisor Rusch made a motion to approve Treasurer's report, seconded by Supervisor Hoenisch. Motion carried.

### **Zoning Administrator's Report – March 2015**

Zoning Administrator / Building Inspector Rich Greffe reported that the Town issued two permits for the month of March – one for a major alteration and another for a storage building. Mr. Greffe added that nine inspections were completed for the month of March – seven building inspections and two zoning inspections.

Mr. Greffe shared that he has had several complaints during the month of March. They are as followings:

1) Chickens in a residential area; 2) Junk and debris on a property on N. 28<sup>th</sup> Avenue; 3) Concerns of work being done on properties with no permits; and 4) A concern from the Fire Inspector regarding a commercial building that has been modified substantially.

Mr. Greffe reported that he has begun to follow up on some of the concerns and will investigate the other complaints shortly.

### **Fire Department Report:**

Clerk Meverden read a report submitted by Interim Chief Joe Bozinski concerning the status of Maine Fire Department for March 2015. To view the report as read by Clerk Meverden, see the concluding pages of these minutes.

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### Other Business:

#### **A. Discussion and possible action to approve 2015/2016 salt order from Marathon County Highway Department**

Chairman Schult reported that the Town of Maine on average has been ordering 150 tons of salt annually from Marathon County.

Supervisor Hoenisch reported that thus far the Town has used 89.11 tons of salt this winter season. She noted, however, that this winter has been relatively mild in comparison to previous winters. Supervisor Hoenisch stated that the Town increased its salt order from 100 tons to 150 tons several years ago due to black ice and freezing rain.

Chairman Schult suggested the Town order 150 tons of salt from Marathon County for the 2015/2016 winter season.

Supervisor Hoenisch made a motion to approve 150 tons of salt to be ordered from Marathon County Highway Department, seconded by Supervisor Rusch. Motion carried.

#### **B. Discussion and possible action to approve Town to publish advertisement for sealed road bids for granite, asphalt, pulverizing, chip seal coating, crack sealing, crushed road base, shouldering, and centerline striping for 2015 road projects**

Supervisor Rusch made a motion to approve the Town to publish an advertisement for sealed road bids for granite, asphalt, pulverizing, chip seal coating, crack sealing, crushed road base, shouldering, and centerline striping for 2015 road projects, seconded by Supervisor Hoenisch. Motion carried.

#### **C. Discussion and possible action to approve Town to publish advertisement for sealed bids for asphalt for 2015 Town Road Improvement (TRI) Grant**

Chairman Schult reported that a separate advertisement for sealed bids needs to be published for asphalt paving on Falcon Drive because the Town is using funds received from the Town Road Improvement (TRI) Grant to complete the project.

Supervisor Rusch made a motion to approve the Town to publish an advertisement for sealed bids for asphalt for the 2015 Town Road Improvement Grant, seconded by Supervisor Hoensich. Motion carried.

#### **D. Discussion and possible action to approve Maine Fire Department to contract with FireCatt for hose testing**

Chairman Schult shared the following reasons (provided by Interim Chief Bozinski) validating the need to contract out the hose testing with FireCatt.

\*Officers discussed and approved contracting with FireCatt for hose testing.

\*Funds for hose testing is allocated in the 2015 budget.

\*The majority of Fire Department members favor contracting out with FireCatt for host testing services.

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\*Last year, drill pay for hose testing exceeded what it would have cost to contract with FireCatt.

\*All hose testing was not completed last year, as some reserve hose in the station was not tested.

\*Maine Fire Department will not be able to borrow hose testing machine from NTC again.

\*Hose testing is a lot of standing around and contributes little value to training.

\*Hose testing had created some tension between Fire Department members.

\*Contracting the hose testing relieves the Fire Department of liability should there be failure of one of the tested hoses.

Bob Pound asked the cost of the hose testing contract with FireCatt. Supervisor Hoenisch replied that there is an \$80.00 cost savings on the ladder testing which is included in the quote. She continued to state that FireCatt gave several options for pricing - **Option 1:** \$2,838.00. This includes all labor provided by FireCatt. **Option 2:** \$2,236.00. For this option, the Fire Department provides labor to reload the apparatus only. **Option 3:** \$1,806.00. For this option, the Fire Department provides all labor. **Option 4:** FireCatt will provide all labor to perform precision Ground Ladder Testing via cell technology at \$1.50 per foot.

Bob Pound asked if FireCatt has a per foot charge for hose testing. Supervisor Hoenisch responded by stating that the quotes provided were based on approximately 8,600 feet of hose. Clerk Meverden noted that the price per foot as quoted by FireCatt was \$0.33 (Option 1 – All labor provided by FireCatt).

When questioned by Bob Pound as to which package the Fire Department would pursue, Chairman Schult and Supervisor Rusch stated that Interim Chief Bozinski would decide. Supervisor Rusch then repeated the four options provided by FireCatt with their corresponding price quotes.

Supervisor Hoenisch again reinforced the savings for ladder testing – that being \$80.00 in comparison to Great Lakes Testing who had done the ladder testing in previous years.

Supervisor Rusch explained that the price quotes he announced for options one through four are for a one year contract. If the Fire Department chooses to sign on for a three year contract, additional savings would be given. Supervisor Rusch offered to provide the three year contract prices as well.

Bob Pound stated that the ladder testing quote through the North Central Chiefs from Great Lakes (which had not been accepted) is \$2.00 per foot. He explained that the \$2.00 per foot quote is current as of yesterday. Supervisor Hoenisch responded that the quote from FireCatt at \$1.50 per foot for ladder testing is reasonable, and probably accounts for the \$80.00 savings referenced by Interim Chief Bozinski.

Supervisor Rusch made a motion to approve Maine Fire Department to contract with FireCatt for hose testing, seconded by Supervisor Hoenisch. Motion carried.

### **E. Discussion and possible action to approve Maine Fire Department to purchase First Responder defibrillators from the Fire Department Donation Account**

Supervisor Hoenisch reported that at a February 25, 2015 Fire Department Officers Meeting, the Town Board gave unofficial approval to the Fire Department to purchase First Responder defibrillators because the current defibrillators are no longer supported by the software company.

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Supervisor Hoenisch explained that the Fire Department will continue to make use of the current defibrillators until they are no longer functional. She noted that there exists a test function on the defibrillators to determine if they are operating fine.

Supervisor Rusch questioned whether the Town Board would have to approve the purchase of defibrillators to be paid from the Fire Department Donation Account. Supervisor Hoenisch replied by stating that both she and Clerk Meverden were not sure whether the item needed board approval. She continued by stating that the Wisconsin Towns Association will be contacted to get their legal opinion on the matter.

Chairman Schult explained that when the Fire Department is purchasing something of this magnitude, they usually ask for Board approval. Supervisor Hoenisch clarified that in the past it was stated that purchases over \$500 be approved by the Town Board.

Supervisor Hoenisch made a motion to approve the Maine Fire Department to purchase First Responder defibrillators from the Fire Department Donation Account, seconded by Supervisor Rusch. Motion carried.

### **Schedule next monthly Board of Supervisor Meeting for Monday, May 11, 2015 with bill approval at 6:30 p.m. and general business at 7:30 p.m.**

Chairman Schult informed community members that before adjournment the Town Board will be interviewing Tammy Stromme for the custodian position. Supervisor Rusch welcomed community members to stay for the interview.

#### **Interview Tammy Stromme for Town Hall custodian position**

Tammy Stromme was asked a series of questions to determine her experience, skills, availability, and willingness to learn equipment and do assigned tasks. She was also asked if she carried her own disability or liability insurance as well as her preference to be hired as a town employee or a subcontractor of the Town.

The Town Board then listed the tasks required of the Town Custodian and gave Ms. Stromme a tour of the Town Hall, Public Works Garage, and Fire Department building to highlight the areas needing cleaning.

Ms. Stromme was then asked to contact Supervisor Hoenisch within a few days with a proposal for services.

#### **Discussion and possible action to approve a custodian**

No action was taken, as custodian candidates were interviewed and then asked to provide the Town with a proposal for cleaning services.

#### **Adjournment.**

Chairman Schult called for a motion to adjourn. Supervisor Rusch made a motion to adjourn at 8:40 p.m., seconded by Supervisor Hoenisch. Motion carried.

Respectfully submitted and approved on May 11, 2015.

*Tina M. Meverden*, Town of Maine Clerk