



Town of Maine Minutes

Monday, February 9, 2015
Board of Supervisor Meeting

Town of Maine Town Hall
6111 N. 44th 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, February 9, 2015. Accounts Payable were reviewed at 5:30 p.m. with General Business at 6:00 p.m.

Agenda

1. Call meeting to order at 5:30 p.m. – Tad Schult, Town Chairman
2. Review Accounts Payable Bills
3. 6:00 p.m. – General Business
4. Pledge of Allegiance to the Flag
5. Motion to approve Bills Payable
6. Clerk's Report
 - A. Motion to dispense of the reading of the minutes from the January 12, 2015 Board of Supervisor Meeting, the January 13, 2015 Special Board Meeting, the January 19, 2015 Special Board Meeting / Closed Session, the January 28, 2015 Special Board Meeting, and the January 29, 2015 Special Board Meeting / Closed Session and approval of those minutes.
7. Treasurer's Report
8. Assessor Candidate Interviews:
 - 6:30 p.m. – Associated Appraisal Consultants, Inc.
 - 7:00 p.m. – Peterson Appraisals, Inc.
 - 7:30 p.m. – Action Appraisers & Consultants Inc.
 - 8:00 p.m. – Grota Appraisals, LLC
9. Discussion and possible action to approve a Town Assessor
10. The next Board of Supervisor Meeting will be March 9, 2015.
11. Adjournment

Notice & agenda of this meeting was posted at the Red Granite Bar & Grill, Richard's Restaurant & Bar, Schmidt's Bar, and the Town of Maine Town Hall, 6111 N. 44th Avenue, Wausau, WI on or before February 6, 2015.

Tina M. Meverden

Town of Maine Clerk

Monday, February 9, 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, February 9, 2015 at 5:30 p.m.

Chairman Schult called the meeting to order at 5:30 p.m.

Review Accounts Payable

Present were Chairman Tad Schult, Supervisor Keith Rusch, Supervisor Betty Hoenisch, Clerk Tina Meverden, Treasurer Marilyn Grunenwald, 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 January 12, 2015 Board of Supervisor Meeting, the January 13, 2015 Special Board Meeting, the January 19, 2015 Special Board Meeting / Closed Session, the January 28, 2015 Special Board Meeting, and the January 29, 2015 Special Board Meeting / Closed Session and approval of those minutes.

Motion by Supervisor Hoenisch to dispense of the reading and approve the minutes from the January 12, 2015 Board Meeting, the January 13, 2015 Special Board Meeting, the January 19, 2015 Special Board Meeting / Closed Session, the January 28, 2015 Special Board Meeting, and the January 29, 2015 Special Board Meeting / Closed Session with the following changes: The **January 12, 2015 Board Meeting minutes** – The third sentence of the third paragraph under Supervisor's Report on page 3 should be changed from "Supervisor Rusch researched the matter..." to "Rich Grefe researched the matter..." The **January 28, 2015 Special Board Meeting** – Supervisor Hoenisch commented that an additional "and" and an additional "the" were added to the minutes. She then indicated that she would meet with Clerk Meverden to show her the location of the additional words so that they could be removed from the minutes. The motion was seconded by Supervisor Rusch. Motion carried.

Treasurer's Report – January 2015

Town Accounts:

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

Garbage and Recycling Special Assessment Certificate of Deposit Account – \$47,583.11

Money Market Account Balance December 31, 2014 - \$1,808,194.77

Money Market Account Deposits and Interest January 2015 - \$952,856.35

(Includes Wisconsin D.O.T. Quarterly Transportation Aids of \$41,105.83)

Money Market Account Disbursements January 2015 - \$1,252,025.86

Money Market Balance January 31, 2015 - \$1,509,025.26

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Maine Fire Department Accounts:

FD Equipment Outlay Account January 31, 2015 - \$58,921.65

FD Money Market for Memorials and Special Donations January 31, 2015 - \$26,982.52

(A chainsaw was purchased with \$1,844.12 grant money from WPS.)

FD Petty Cash Checking Account January 31, 2015 - \$6.43

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.

Assessor Candidate Interviews

Chairman Schult informed community members that next the Town Board will be interviewing possible candidates for the Town Assessor position. He commented that those interested in watching the process were welcome to remain.

The Town Board met with and interviewed the following assessors individually at the noted times –

6:30 p.m. – Mark Hafferman from Associated Appraisal Consultants, Inc.

7:00 p.m. – Jeffrey Muelver from Peterson Appraisals, Inc.

7:30 p.m. – Troy Zacharias from Action Appraisers & Consultants, Inc.

8:00 p.m. – James Toth from Grota Appraisals, LLC

The Town Board asked each assessor candidate a series of questions to determine which candidate would be the best fit for the Town of Maine. The interview questions were derived from experience regarding assessment issues encountered by the Maine Town Board over the last several years (from 2012 to the present). Below provides a list of questions and/or subject matter the Town Board inquired about.

- Background experience and work history
- Assessment software utilized
- Timeline for the 2015 Open Book and Board of Review
- Number of hours willing to hold an Open Book and Board of Review session
- Who is responsible for completing assessment field work?
- The process used in assessment of new homes after receiving building permits
- Opinion as to when the Town of Maine would need its next re-evaluation, the type of re-evaluation needed, and the fee involved
- Willingness to mail valuator notices via certified mail
- Interaction with property owners and cooperation with Town Board members
- Experience with rescind forms from the Department of Revenue

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- Errors made by the assessor which resulted in an omitted parcel
- The scope of work involved during a contract year and details regarding automatic contract renewals

Town Board members shared some difficulties they have had in the past with assessment issues and inquired if the assessor candidates had any experience with such. Assessor candidates then offered information and/or advice in those areas.

After assessor candidates left, Town Board members reviewed their interview notes and weighed both positive qualities and negative attributes of each candidate. After some discussion, it was decided to table the matter until additional references were obtained.

Schedule next monthly Board of Supervisor Meeting for Monday, March 9, 2015 with bill approval at 6:30 p.m. and general business at 7:30 p.m.

Adjournment.

Chairman Schult called for a motion to adjourn. Supervisor Rusch made a motion to adjourn at 10:30 p.m., seconded by Supervisor Hoenisch. Motion carried.

Respectfully submitted and approved on March 9, 2015.

Tina M. Meverden

Town of Maine Clerk