



Town of Maine Minutes

Monday, January 12, 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, January 12, 2015. Accounts Payable were reviewed at 6:30 p.m. with General Business at 7:30 p.m.

Agenda

1. Call meeting to order at 6:30 p.m. – Tad Schult, Town Chairman
2. Review Accounts Payable
3. Review Jeff Pollard's Fire Inspector Submittal
4. 7:30 p.m. – General Business
5. Pledge of Allegiance to the Flag
6. Motion to approve bills payable
7. Clerk's Report
 - A. Motion to dispense of the reading of the minutes from the December 8, 2014 Board of Supervisor Meeting and the December 17, 2014 Special Board of Supervisor Meeting and approval of those minutes.
8. Chairman's Report
9. Supervisor's Report
10. Treasurer's Report
11. Zoning Administrator's Report
12. Fire Department Report
13. Other Business:
 - A. Discussion and possible action to approve Liquor License for IDK Wings DBA Get Bent, LLC
 - B. Discussion and possible action to approve Krause, Howard & Company, SC for 2014 year-end review
 - C. Discussion and possible action on Lincoln Humane Society Agreement for 2015
 - D. Discussion and possible action to approve Plan Commission member to complete Tom Ellias' term ending May 2016
12. The next Board of Supervisor Meeting will be February 9, 2015.
14. 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. 44th Avenue, Wausau, WI on January 9, 2015.

Tina M. Meverden, Town of Maine Clerk

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The Board of Supervisors of the Town of Maine held a regular monthly meeting at the Town of Maine Town Hall on Monday, January 12, 2015 at 6:30 p.m.

Chairman Schult called the meeting to order at 6:30 p.m.

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, Town Attorney Randy Frokjer, and community members.

Review Jeff Pollard's Fire Inspector submittal

Town Board members reviewed materials provided by Jeff Pollard regarding his interest in the Fire Inspector position for the Town of Maine.

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 December 8, 2014 Board of Supervisor Meeting and the December 17, 2014 Special Board of Supervisor Meeting and approval of those minutes.

Motion by Supervisor Rusch to dispense of the reading and approve the minutes from the December 8, 2014 Board Meeting and the December 17, 2014 Special Board Meeting with the following change to the December 17, 2014 Special Board Meeting minutes: The seventh bullet point from the top of page 3 should be changed from "Pros of joining SAFER Fire District" to "Pros and cons of joining SAFER or Wausau Fire Districts". The motion was seconded by Supervisor Hoenisch. Motion carried.

Clerk Meverden reported that she has closed out the November 4, 2014 General Election and has submitted the proper forms required by the Government Accountability Board providing statistical data on the election. She stated that she has begun preparations on the upcoming Spring Election by keeping abreast of changes for the 2015 elections through training webinars sponsored by the G.A.B.

Clerk Meverden explained that she has reviewed candidacy and nomination forms in preparation for Maine's local Spring Election. She is also in the process of preparing absentee ballots to send out to those electors who have requests on file.

Clerk Meverden reported that the end of the year can be busy for her as the Fire Department likes to close out its budget. She commented that she has worked with Interim Chief Bozinski to process and make payment on invoices he wished be credited to the 2014 budget. In addition, December found Clerk Meverden working on the annual pay to Fire Department members – salary pay to officers, annual per diem pay for fire drills and first responder trips, as well as pay for mileage incurred during the year.

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Clerk Meverden ended by listing the questionnaires and forms completed recently:

- A lengthy questionnaire from Maine's insurance provider regarding the Town's Insurance needs for 2015
- A survey from the Wisconsin Towns Association regarding Fire Services
- Numerous tax-exempt forms from Town vendors

Chairman's Report:

Chairman Schult reported that the Kenworth Truck broke down recently and needed repair.

Chairman Schult stated that the Town ordered a 2-ton plow truck. He noted that he met with those at Monroe last week Tuesday to order equipment to fit the light plow truck.

Lastly, Chairman Schult reported that he constructed and installed shelving in the Town Hall Office storage room to comply with a recommendation given by the Town's Fire Inspector. He explained that Fire Inspector Jim Binkowski asked the Town to clear the clutter surrounding the service boxes in the storage room to prevent a possible fire hazard.

Supervisor's report:

Supervisor Rusch reported that he took a stray dog found on Maine Drive to the Lincoln County Humane Society.

Supervisor Rusch stated that he received a complaint regarding an individual who is plowing snow across the roadway and into a ditch on the opposite side. He noted that he will phone the offending resident and notify him that both Town and County ordinance prohibit such action.

Supervisor Rusch reported that he received a call from a business concerning a sign that Marathon County had placed on I-39. The business owner was under the impression that new signs could not be put up. Zoning Administrator Rich Grefe researched the matter and discovered that informational signs put up by Public Agencies are exempt from Town ordinance according to Chapter 17.11, section 2, paragraph 4 of the State Statutes.

Supervisor Rusch ended with a request received from a resident regarding a speed limit sign on Falcon Drive near N. 60th Avenue. The speed limit sign in question is faded and difficult to read; it needs to be replaced.

Supervisor Hoenisch reported that she is continuing to work with a new Town of Maine resident who is having difficulties finding a site on his property for a mound system.

Supervisor Hoenisch explained that numerous Town residents stopped into the Town Hall Office to discuss issues with their tax bills. She explained that she directed those residents to Treasurer Grunenwald for answers.

Supervisor Hoenisch noted one particular resident whose house was destroyed in a fire this past March. He questioned why he needed to pay a tax bill on a home no longer existent. Supervisor Hoenisch explained that per the Wisconsin Department of Revenue rules a home on the tax roll on January 1st must pay the entire year's taxes. Supervisor Hoenisch stated that she directed the gentlemen to the Department of Revenue to plead his case, though she doubts he will receive any relief.

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Supervisor Hoenisch commented that another resident had the two parcels she owned joined into one parcel on her tax bill. Supervisor Hoenisch directed her to Marathon County to rectify the situation.

Supervisor Hoenisch reported that she worked with the other Town Board members and Clerk Meverden to place an advertisement in the Wisconsin Towns Association magazine soliciting for a new Town assessor for the 2015 year. She also created a letter and mailed it to possible assessor candidates informing them of the Town's desire to contract with a new assessor.

Supervisor Hoenisch stated that the Town Board will probably look to interview possible assessor candidates late January or early February.

Supervisor Hoenisch ended by reporting that the Town had a busy month with Town Hall rentals – six total for the month of December comprised mostly of Christmas parties for both profit and non-profit groups.

Treasurer's Report – December 2014

Town Accounts:

Town of Maine Checking Account December 31, 2014 - \$5,823.62

Garbage and Recycling Special Assessment Certificate of Deposit Account – \$2,515.91

Money Market Account Balance November 30, 2014 - \$241,308.65

Money Market Account Deposits and Interest December 2014 - \$1,674,319.73

Money Market Account Disbursements December 2014 - \$107,433.61

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

Maine Fire Department Accounts:

FD Equipment Outlay Account December 31, 2014 - \$58,909.14

FD Money Market for Memorials and Special Donations December 31, 2014 - \$26,824.67

FD Petty Cash Checking Account December 31, 2014 - \$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.

Zoning Administrator's Report – December 2014

Zoning Administrator / Building Inspector Rich Greffe reported that zero permits were issued for the month of December. He added that six on-site building inspections were completed for the month – all building related (two were final inspections, one a foundation inspection, and three were rough-in inspections).

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Mr. Grefe ended by sharing some year end totals he was required to compile for Marathon County:

- The Town of Maine issued 56 permits for the 2014 year (30 were building permits and 26 were zoning-related permits).
- Three new homes were built in the Town of Maine in 2014.
- Fifteen new accessory buildings were built in the Town of Maine in 2014.
- Four alteration permits were issued in 2014.
- Four agricultural structures were built within the Town in 2014.
- Five commercial structures were built in the township in 2014.
- Two sign permits were issued for 2014.

Fire Department Report:

Clerk Meverden read a report submitted by Interim Chief Joe Bozinski concerning the status of Maine Fire Department for December 2014. To view the report as read by Clerk Meverden, see the concluding pages of these minutes.

Other Business:

A. Discussion and possible action to approve Liquor License for IDK Wings DBA Get Bent, LLC

Chairman Schult stated that the Town Board can approve the Liquor License for IDK Wings DBA Get Bent, LLC pending the following:

- Approval from the Department of Revenue regarding Bryan Londerville's Seller's Permit
- No negative feedback from Mr. Londerville's application for Liquor License publication in the Wausau Daily Herald

Building Inspector / Zoning Administrator Rich Grefe mentioned that he was informed that some alterations are being made to the structure Mr. Londerville intends to open as a tavern.

Mr. Londerville responded by stating that no structural changes are being made. He noted that the property is being cleaned, the bar is being moved, and the floor is being repaired.

Mr. Grefe asked Mr. Londerville if he would be available on Tuesday or Thursday afternoon to show him what was being done to the building. Mr. Londerville stated he would be available and was willing to let Mr. Grefe inspect the property.

Attorney Frokjer asked Mr. Londerville questions about his previous record dating back to 1996 (DUIs, disorderly conduct, criminal damage to property, and tax warrant charges). Mr. Londerville explained the conditions under which he was charged for these offenses.

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Attorney Frokjer then asked Mr. Londerville about his employment record. Mr. Londerville explained that he is self-employed. Supervisor Hoenisch asked Attorney Frokjer if clerks are required to complete background checks on owners applying for their Liquor License renewals. Attorney Frokjer responded that clerks are not required to do so.

Supervisor Rusch made a motion to approve a Liquor License for Bryan Londerville / IDK Wings DBA Get Bent, LLC pending the following conditions: 1) Approval from the Department of Revenue and 2) No negative feedback from Mr. Londerville's application for Liquor License publication in the Wausau Daily Herald. The motion was seconded by Supervisor Hoenisch. Motion carried.

B. Discussion and possible action to approve Krause, Howard & Company for 2014 Year-end Review

Clerk Meverden stated that Krause, Howard & Company proposed to complete the Town of Maine's 2014 Year-end Review of Financial Accounts for a price not to exceed \$3,750.00. She added that the terms and the cost of the agreement are the same as the previous year.

Supervisor Hoenisch made a motion to approve the agreement with Krause, Howard & Company to complete the 2014 Year-end Review for a fee not to exceed \$3,750.00, seconded by Supervisor Rusch. Motion carried.

C. Discussion and possible action on Lincoln County Humane Society Agreement for 2015

Attorney Frokjer summarized that the agreement with LCHS remains the same – an annual base fee of \$1,000 with an additional \$250 fee per cat with ten cats allowed for in-take during the 2015 year.

Supervisor Hoenisch reported that the Town's working relationship with LCHS is great. She stated that the Humane Society provides the Town with reports on each cat surrendered – reports on adoption or euthanasia. She added that Town officials, including Town Constable Jim Behrendt, enjoy working with LCHS.

Chairman Schult commented that he attended a meeting at Marathon County addressing the issue of feral cats. He explained a possible solution to the feral cat problem proposed by private citizen groups. These groups are looking to find funding to focus on specific areas to implement their proposed solution – a plan to capture the feral cats, spade or neuter them, and then release them into their area of origin.

Discussion continued on the feral cat program addressed at the Marathon County meeting and implications it might have on the animals involved and on outlying townships like the Town of Maine.

Supervisor Hoenisch made a motion to approve the agreement with Lincoln County Humane Society for the annual base fee of \$1,000 with an additional \$250 fee for each cat surrendered (up to ten cats) for the year 2015, seconded by Supervisor Rusch. Motion carried.

D. Discussion and possible action to approve Plan Commission member to complete Tom Ellias' term ending May 2016.

Chairman Schult reported that Tom Ellias has moved out of the Town of Maine and thus can no longer fulfill the remainder of his Plan Commission term. He added that a candidate named Kathy Schultz has agreed to step up and fill the vacancy created by Mr. Ellias' move.

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Supervisor Hoenisch stated that Kathy Schultz has worked with the Town previously, as she was on the Zoning Ordinance Committee. Ms. Schultz is currently retired and is interested in joining the Plan Commission because she wants to become more involved in her community.

Supervisor Hoenisch commented that Ms. Schultz would also make an excellent back-up secretary for the Plan Commission, as she currently does the meeting minutes for the Board of Appeals.

Supervisor Hoenisch made a motion to appoint Kathy Schultz to the Plan Commission to finish out Tom Ellias' term ending in May of 2016, seconded by Supervisor Rusch. Motion carried.

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

Chairman Schult informed community members that the Town Board will next be meeting with Jeff Pollard, a possible candidate for the Fire Inspector vacancy position created by Jim Binkowski's retirement.

Using the December 8, 2014 Board of Supervisor Meeting Minutes as a reference, Bob Pound asked if the Public Works / Fire Department utility truck was approved. He noticed at the December 8, 2014 meeting that the issue regarding the utility truck had been tabled. Chairman Schult agreed that the purchase of the Public Works / Fire Department utility truck has not yet been approved. After some discussion by the Town Board it was decided that the issue will be placed on a future meeting agenda before papers for the purchase of the truck are signed.

Meeting with Jeff Pollard to discuss possible Fire Inspector candidacy

Jeff Pollard, possible candidate for Maine's Fire Inspector vacancy, gave a presentation to Town Board members on the services he could provide for the Town. He provided his work history, experience in the fire services field, his certifications and education, and a proposal explaining his fees and procedures of operation.

Adjournment.

Chairman Schult called for a motion to adjourn. Supervisor Rusch made a motion to adjourn at 9:45 p.m., seconded by Supervisor Hoenisch. Motion carried.

Respectfully submitted and approved on February 9, 2015.

Tina M. Meverden

Town of Maine Clerk