

# Village Board Minutes

## February 17, 2014 6:32 p.m.

Roll Call: Steve Marquardt, Judy Patenaude, Linda Hinds, Terry Hinds, Chad Misco, Craig LeFebre

Absent: Cody King – work; Judy Patenaude - sick

Also Present: Charlene Meier, Craig Schuh – Ayres Associates, Tedd Nadler, Wayne St. Louis

Agenda: Terry Hinds withdrew the Resolution 2014-07 Withdrawing Petition to transfer Drainage District Land within the Village as the lawyer could not be present. Motion was made by Terry Hinds to approve the agenda with the change. Chad Misco seconds the motion. Motion carried.

Minutes: Correction to previous minutes to the time. Chad M. made a motion to approve the January 20, 2014 minutes with the correction. Craig LeFebre seconds the motion. Motion carried.

### **Open Forum:**

Pull Track – Tedd Nadler and Wayne St. Louis were present representing the Lions Club and the Snow Drifters Club. The Village briefed everyone regarding the pull track and how the village is trying to build around the track as much as possible. Craig Schuh from Ayres Associates explained the layout of the water treatment building and the road.

### **Committee Reports:**

Public Works: - A meeting needs to be scheduled. Training which is a requirement for our utility workers was discussed.

Police & Fire: Former Chief Keplinger status with the Village was reviewed. The committee stated he was being used for the interim period as administrative help.

### Finance:

- A. Terry Hinds reported on the Finance report from Ehlers; Final Offering Memorandum (Bond Information) and the Proposal Form. Motion by Terry Hinds to accept the financial report. Second by Chad Misco. Motion carried.
- B. Resolution 2014-01 Protecting Individuals Engaged in nonviolent Civil Rights Demonstrations. – Motion by Chad Misco to approved this resolution as stated. Linda Hinds seconds the motion. Roll call vote; Steve aye, Terry aye, Chad aye, Linda aye, Craig LeFebre aye.
- C. Resolution 2014-02 – Resolution Authorizing the Issuance and Sale of a \$3,400,000 water system revenue Bond Anticipation Note. Motion by Craig L. to adopt the resolution as printed. Linda H. seconds the motion. Roll call vote: Steve Marquardt aye, Terry Hinds aye, Chad Misco aye, Linda Hinds aye, Craig LeFebre aye. Motion carried.
- D. Terry Hinds stated the anticipated closing date is Tuesday March 11, 2014. Motion by Terry Hinds to have the Finance Committee and clerk/treasurer sign on the interim financing. Linda Hinds seconds the motion. Motion carried.
- E. CDBG Funding – Environmental and application reports were reviewed. Public hearing is scheduled for February 27, 2014 at 3 p.m. with the Citizen Participation Committee. Motion was made by Steve M. to continue with the CDBG funding for the water treatment project and send a letter to USDA declining their funding. Chad Misco seconds the motion. Motion carried.
- F. Resolution 2014-03 Declaring Official Intent to Reimburse Expenditures – Motion by Chad Misco to approved Resolution 2014-03. Linda Hinds seconds the motion. Roll call vote: Steve Marquardt aye, Terry Hinds aye, Chad Misco aye, Linda Hinds aye, Craig LeFebre aye. Motion carried.
- G. Resolution 2014-04-Authorized Representative to file applications for financial assistance from State of WI Environmental Improvement fund. Terry Hinds made the motion to approve Resolution 2014-04. Linda Hinds

seconds the motion. Roll call vote; Steve Marquardt aye, Terry Hinds aye, Linda Hinds aye, Craig LeFebre aye, Chad Misco aye. Motion carried.

- H. Citizen Participation Plan: Resolution 2014-05 Adopting Citizen Participation Plan. Village citizen to be on the Committee is Larry Belongia. Terry Hinds made the motion to approve the Resolution 2014-05. Linda Hinds seconds the motion. Roll call vote: Steve Marquardt aye, Terry Hinds aye, Linda Hinds aye, Chad Misco aye, Craig LeFebre aye. Motion carried. Members are Steve, Judy, Terry and Larry B.
- I. Resolution 2014-06 Authorizing Resolution submissions for CDBG Application. Craig LeFebre made the motion to accept Resolution 2014-06. Linda Hinds seconds the motion. Roll call vote: Steve Marquardt aye, Terry Hinds aye, Chad Misco aye, Linda Hinds aye, Craig LeFebre aye. Motion carried.
- J. Deputy Clerk/Treasurer – The Finance Committee will make their recommendation to the Village board on Monday March 3, 2014. Thank you letters will need to be sent to all who applied.

Wage & Personnel: Discussion followed. Questions raised were “What are the responsibilities of the Personnel/wage committee”. The committee wants to be consistent. Employee handbook and job descriptions and HR grievance board are duties of the wage and personnel committee. After the April election the committee will draft the responsibilities and present it to the board. Cody King’s resignation dated February 16, 2014 was read and accepted.

Planning & Development: Chad M. reported that street signs need to be order from the county (receiving their discount) for Main Street. Motion by Chad Misco to order the street signs. Craig LeFebre seconds the motion. Motion carried. Replacement garland for the street poles also needs to be ordered. Chad Misco made the motion to order ten (10) garlands for the street poles not to exceed \$1500. Craig LeFebre seconds the motion. Motion carried. Also the pull track expansion will need to be addressed in the future.

Drainage District: - Terry Hinds gave a report on the court hearing that was scheduled for Wednesday, January 22, 2014 at 10 a.m. The Judge needed more information. Another hearing will be scheduled in April.

Weeds: - nothing to report. Snow removal – sidewalks should be put on the website and Facebook.

#### **Old Business:**

- A. Joint Library Agreement – The joint committee held their first meeting. Terry Hinds reviewed what the committee has been working on. Ten (10) year ownership plan for the Town of Lena, board representation for the Town and the Village. Their next meeting is scheduled for February 19<sup>th</sup> at 5 p.m.

#### **New Business:**

- A. Newsletter – a sample newsletter was presented for the board to review. Linda Hinds will help with the design of the newsletter.
- B. Training, which is a requirement for our utility workers was discussed.
- C. Craig Schuh from Ayres Associates discussed the Water Treatment building. Well station #2 will be rehabbed. Pre-bid walk thru will be March 10, 2014. Bid opening for contractors will be March 27, 2014. Village Hall entrance needs to be ADA compliant. Chlorine analyzer will be an alternate bid. Meeting with Saputo will need to schedule soon. Public Informational meeting is scheduled for March 27<sup>th</sup> at 6 p.m. The village will do the landscaping. Easements were reviewed. Questions regarding Well #1 if it is on a concrete slab? Judy Patenaude will ask Ed Patenaude for the information. Craig Schuh presented a detail scope of charges from Ayres Associates for \$12,500. Steve Marquardt asked for a breakdown of these costs.

Presentation of Bills: Bills in the amount of \$413,712.50. Motion by Linda H. to pay the February bills. Chad Misco seconds the motion. Roll call vote: Steve Marquardt aye, Linda Hinds aye, Terry Hinds aye; Chad Misco aye; Craig LeFebre aye. Motion carried.

Correspondence, Permits, Miscellaneous: Operator’s license for Brenda Cary for The Store was presented for approval. Motion by Craig LeFebre to approved the license. Steve M. seconds the motion. Motion carried. Wally & Darlene Kosmal want to combine parcels. This will be forwarded to Planning & Zoning.

Items for next agenda: Public Works Committee to review bid proposal for garbage and grass cutting, Generator bids, CDBG, Deputy Clerk/Treasurer, Citizen Participation Committee; Joint Library Agreement, Village newsletter.

Adjournment: Motion by Craig LeFebre to adjourned. Linda Hinds seconds the motion. Motion carried. Meeting adjourned at 10:18 p.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer