

Minutes
Utility/Board Meeting
Village of Lena, 117 E Main St. Lena, WI 54139
February 20, 2017

Meeting was called to order at 7:05 p.m.

Roll call - Ken Linzmeyer, Craig LeFebre, Terry Hinds, Linda Hinds, Larry Belongia and Steve Marquardt.

Absent – Debra LeFebre-excused

Also present - Craig Schuh-Ayres Associates, Chief Herald, John Flannery, Matt Ninham - NWTC and Larry Shallow

Approval of Agenda – Motion by Belongia to approve the agenda. L. Hinds second the motion. Motion carried.

Approval of Minutes – Motion by L. Hinds to approve the minutes from January 16, 2017. Belongia second the motion. Motion carried.

Open forum – none

Committee Reports:

Utility Department – Monthly utility report was reviewed.

Public Works – Part Time Brad Norling will be helping at the Recycling center until Charlie Smaney returns. Sewer plant improvements did not include painting of doors and removal of garage door. Marquardt reported the roof is in bad shape. Items will be referred to Public Works committee. The manhole leaks – Engineer Schuh has called Jossarts.

Board Approval of 2017 F-250 Truck – Motion was made by T. Hinds to purchase 2017 F250 Truck from Peterson Ford for \$27,420 plus title and registration fee. Belongia second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; L. Hinds aye; Belongia aye; and Marquardt aye. Motion carried. Cost to be split between village, water and sewer departments.

Committee Involvement/expectations during emergency after normal business hours – Discussion followed. Repairs should be done Monday-Thursday during normal business hours and utility workers should be notified prior to the repairs.

G. Pashouwer Water/Sewer Complaint – Not action was taken. G. Pashouwer was not in attendance.

Public Safety – Police monthly report was reviewed. Cadet Intern Operations & Training Manual – John Flannery and Matt Ninham from NWTC explained the Cadet Intern Program. Motion was made by T. Hinds to adopt the Cadet Intern Operations and Training Manual. Belongia second the motion. Motion carried. There will be no cost or liability to the Village. 219.8 Ordinance Parental Responsibility for a Minor’s Misconduct – Motion by Marquardt to adopt Ordinance 219.8. L. Hinds second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; L. Hinds aye; Belongia aye; and Marquardt aye. Motion carried. Cost for this violation is \$187.00.

Finance – Sewer Replacement Fund - \$75,000 addition to fund from 2016 sale of building update - T. Hinds made the motion to rescind the previous motion from January 2017 meeting to add \$75,000 from the Saputo sewer plant sale to CD Investment account Sewer Replacement. Linzmeyer second the motion. Motion carried.

Sewer Plant Walk Thru/Review Equipment Replacement Schedule Recommended to PW Annually – It was recommended to be done annually if possible. Every two years at a minimum.

5 Year Review Sewer Plant Expenditures Should Have Been Funded By Replacement Fund – Motion by Linzmeyer to transfer the fund in the amount of \$31,774.80 from Sewer Investment to sewer cash account. L. Hinds second the motion. Motion carried.

LGIP Account for Clean Water Issue of 2007 – Motion by T. Hinds to create a sub account for the 2007 Clean Water Debt Service. Belongia second the motion. Motion carried.

Adopting Capital Improvement Plan Resolution 2017-01 – Motion was made by T. Hinds to adopt Resolution 2017-01 Capital Improvement Plan. Linzmeyer second the motion. Roll call vote: Linzmeyer aye; L. LeFebre aye; T. Hinds aye; L. Hinds aye; Belongia aye; and Marquardt aye. Motion carried.

Long Term Debt Schedule – No action was taken.

ITA/PERF update – Raking for the Village was low.

DNR Small Loan Program – Item referred to the March Finance Committee.

Bay Lake Regional Plan Commission Grant Application – Motion by Linzmeyer to apply for the Bay Lake Regional Plan Commission Grant for 2017. Belongia second the motion. Motion carried.

Personnel & Wage – Nothing to report.

Planning Commission – Park & Ride update – Memo from Menn Law Firm was received. Item was referred to Village Attorney Gast. Rosera Business Park - Motion by T. Hinds for the Village President and applicable people to continue negotiations with prospective client. Linzmeyer seconds the motion. Motion carried. 338 W. Main Street-Dumas Property – More information is needed on the costs.

Village of Lena Recommendation Appointee to OCEDC Board of Directors – Motion to recommend for appointment to the OCEDC Board Char Meier to represent the Village of Lena was made by Belongia. Hinds second the motion. Motion carried.

Drainage District – Nothing to report.

Weeds – Committee is scheduled to meet February 27, 2017 to update ordinance.

Promotions – Nothing to report. Next meeting scheduled for April 5, 2017.

Recycling – Next meeting is scheduled for March 6, 2017 at the Lena Town Hall.

Old Business:

Oconto County Library Agreement – Motion by Belongia to approve the Oconto County Library agreement. L. Hinds second the motion. Motion carried.

New Business:

MOU Relating To WI Voter Registration System Known as WisVote – Motion was made by L. Hinds to approve MOU. Belongia second the motion. Motion carried.

Additional Used Edge Voting Machine – Motion was made by T. Hinds to approve the purchase of a used Edge Voting Machine for \$600. Belongia second the motion. Motion carried.

Assessment of Perpetual Rummage Sales – Discussion followed. Not action taken.

Village Complaints/Concerns – Information only. No action taken.

Presentation of Bills – Motion by L. Hinds to pay the monthly bills in the amount of \$321,594.75 plus last payroll. Belongia second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; L. Hinds aye; Belongia aye; and Marquardt aye. Motion carried. Motion carried.

Correspondence/Permits/Miscellaneous – Correspondence was read. No building permits were issued. Clerk reminded the Village Board of pending vacation from Noon February 28th – March 12. Office will have limited hours.

Adjournment – Motion by C. LeFebre to adjourn. Belongia second the motion. Motion carried at 9:16 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer