

Village Board Minutes

Monday April 21, 2014 6:30 p.m.

Village President Steve Marquardt calls the meeting to order at 6:34 p.m.

Roll call: Steve Marquardt, Linda Hinds, Chad Misco, Judy Patenaude, Craig LeFebre, Terry Hinds, Larry Belongia

Also present: Rochelle Braun, Craig Schuh- Ayres Associates, and Gentleman with cowboy hat

Agenda: Motion to approve the agenda and allowing the President to re-arrange the item as needed was made by Craig LeFebre. Judy Patenaude seconds the Motion. Motion carried.

Minutes: Craig LeFebre made the motion to approve the minutes from March 17, 2014 and April 7, 2014. Linda Hinds seconds the motion. Motion carried.

Open Forum:

Rochelle Braun, 333 S. Rosera Street, expressed concerns regarding sewer backup in her basement. Discussion followed. The Village will check the elevation drawing of the lateral. Engineer Craig Schuh requested the telescoping report that Rochelle had done by LeBreck and Son Plumbing. Rochelle also stated that the snow removal and water drainage from the neighboring property was an issue. Steve M. will contact them at the church to see if they can re-direct the rain drainage. Might be a flow issue.

Committee Reports:

Public Works – Craig LeFebre reported the Larry Shallow is doing the water. At this time there are fifteen applications for the Municipal Utility operator. Applications will be taken till April 24, 2014. The committee will meet to narrow down the applications and start the interview process. The applicants that will be interviewed will need to take a mechanical test.

Police & Fire – Terry Hinds gave kudos to Chief Herald for his role in the “Every 15 minutes” program at the High School and the “Beat the Heat” program. A video is available and will be presented to the Village board at a later date.

Finance:

CDBG: - Craig Schuh had a Signature Certification page needs signatures and a Fair Housing poster that needs to be posted.

PSC Rate Study – The Public Service Commission will meet on Wednesday April 23, 2014 at 11 a.m. to make a decision on the consent order. Audio of the meeting will be available. Discussion followed regarding getting water from a neighboring town or village and the cost.

Saputo User Agreement – Draft copy was sent to Village Attorney Tim Schmid. Steve will call Attorney Schmid to review what the Village needs. Steve M. gave Attorney Schmid the authorization to deal with Saputo’s legal staff to work out an agreement.

Safe Drinking Water Funding – Craig Schuh stated there are a few item still needed. 2013 Audit report and salaries and fringe benefits for the water and treatment plant. Insurance and depreciation is also needed.

Ehlers Addendum – Terry H. explained the addendum and the costs. The hourly rate needs to be itemized. Motion by Terry Hinds to approved the Ehler’s Addendum for services. Judy Patenaude seconds the motion. Motion carried.

Ayres Amendment No. 1 Agreement – Copies of the agreement were reviewed by the Trustees. This agreement is for \$12,500. Judy Patenaude made the motion to approve the Additional work agreement for Ayres Associates for additional work. Larry Belongia seconds the motion. Motion carried.
Ayres User Agreement Assistance – Motion by Chad Misco to approve the assistance agreement in the amount of \$15,000. Linda Hinds seconds the motion. Motion carried.

Bids – Generator bids will hold till May 5th, 2014. Three generators are needed. Six bids were received and the Water treatment construction and the underground improvements.

Wage & Personnel: nothing to report

Planning & Development: - Chad Misco reported that a Farmers Market is being planned for the Village. Civic Club requested to landscape the Village sign on Hwy. 141. Spring cleanup is scheduled for Wednesday May 28 and Saturday May 31st. Stop and street signs the committee is waiting for a quote.

Drainage District: - There is a public meeting schedule for April 26th at the High School regarding the Village's petition. Waiting for the Judge's determination on the suspension of the Drainage District.

Weeds: - Linda Hinds reported in the newsletter the ordinance regarding blowing grass out into the street needs to be posted. Village residents who do not cut their lawn and keep it maintained will be cited.

Joint Library Agreement: - Town of Lena approved the agreement on 4/15/2014. It is currently at the lawyer for final review.

New Business:

Change Order Policy and Procedures – Village trustees reviewed the policy and procedures. Motion was made by Judy P. to accept the Change Order Policy as printed. Larry Belongia seconds the motion. Motion carried.

Committee Appointments:

Utility Committee: **Steve Marquardt (Chair), Terry Hinds, Chad Misco, Judy Patenaude, Larry Belongia, Linda Hinds, Craig LeFebre.

Weeds: **Linda Hinds, Larry Belongia, Craig LeFebre

Public Works: **Linda Hinds (Chair), Craig LeFebre, Steve Marquardt

Police/Fire: ** Judy Patenaude (Chair), Chad Misco, Larry Belongia

Personnel/Wage: **Terry Hinds (Chair) Judy Patenaude, Linda Hinds

Finance: **Steve Marquardt (Chair), Terry Hinds, Chad Misco

Plan & Dev.: **Chad Misco (Chair) Linda Hinds, Larry Belongia, Steve Marquardt, Charlene Meier

Board of Review: **Craig LeFebre (Chair), Terry Hinds, Steve Marquardt, Larry Belongia, Charlene Meier

Zoning Committee: ** Darrell Kushava (Chair), Larry Belongia, Chad Misco, Larry Sobeck, Roberta Wagner, Jim Kugel and Ken Wondrash

Village Attorney: Attorney Tim Schmid

Forester: Larry Shallow

Street Superintendent: Cory Marquardt

Fire Dept. Liaison: Craig LeFebre

Board of Appeals: **Mike McGuire (Chair), Craig LeFebre, Cathy Huberty, Linda Hinds, Lisa Misco

Vice President: Terry Hinds

Motion was made by Chad Misco to approve the 2014 committee appointments as read. Linda Hinds seconds the motion. Motion carried.

Zoning Committee: The Clerk read the report from the Zoning Committee regarding parcel combinations and the extension of North 4th Street. Motion was made by Judy P. to accept these changes. Linda Hinds seconds the motion. Motion carried. Steve Marquardt and Chad Misco abstained.

Presentation of Bills: The monthly bills in the amount of \$86,775.06 were reviewed. Motion to approve the bills was made by Craig LeFebre. Linda Hinds seconds the motion. Roll call vote: Steve M. aye, Craig LeFebre aye, Linda Hinds aye, Judy Patenaude aye, Terry Hinds aye, Larry Belongia aye. Chad Misco aye. Motion carried.

Correspondence, Permits, Miscellaneous: Operator's license for Judy Calhoun was presented for approval. Craig LeFebre made the motion to approve this operator's license. This motion was second by Judy Patenaude. Motion carried. Building permit report was for 7th Day Adventist Church to raze the house at 534 Harley Street and Mike McGuire remodeling and new doors at 116 W. Main Street.

Also the bill from Duame Sand and Gravel was discussed for work done at the Saputo parking lot. Also discussion followed regarding policy for approving items purchased at the Lena Bumper Barn. Motion was made by terry Hinds that anything over \$100 will need prior approval before charging at the Bumper Barn. Judy Patenaude seconds the motion. Motion carried.

An Open records policy is needed at the Village. An Open Records Request was reviewed by the trustees.

Announcements/General Information/Items for next agenda: CDBG, PSC Rate Study, Saputo User Agreement, Safe Drinking Water Funding, Ayres additional Work, bids, Joint Library Agreement

Set next meeting date: May 19, 2014

Adjournment: Larry Belongia made the motion to adjourn. Motion was second by Linda Hinds. Meeting adjourned at 10:13 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer