

**Village of Lena**  
**Utility Committee Minutes**  
**Tuesday, September 2, 2014 6:30 p.m.**

Draft-unapproved

President Steve Marquardt called meeting to order at 6:35 p.m.

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

Also Present: Craig Schuh-Ayres Associates, Douglas Bergeson, Mary Scherbarth, Christopher Panici, Charlene Meier

Approval of Agenda: Judy Patenaude made a motion to approved agenda. Linda H. seconds. Carried.

Approval of Minutes: Linda H. made a motion to approve the minutes from August 4, 2014. Larry Belongia seconds. Carried.

**Open Forum:** Mary Scherbarth was introduced to the Village board as the new deputy clerk.

**Utility Workers Report** – Doug Bergeson answered questions regarding the monthly utility report. Sweeper repairs/costs were reviewed. Catch basin at northwest corner by railroad tracks on W. Main Street. Flushing hydrants will be scheduled in the next few weeks. Doug will work with Saputo USA in setting the schedule. Quarterly water usage/charges are needed for comparison of clean water. Bulk water fee needs to be reviewed.

**Old Business:**

Water Treatment Project update – Copies of change orders were given prior for trustees to review. Motion by Terry H. to accept Change Order #1 not to exceed \$31,557.00. Judy P. seconds. Roll call vote: Steve M. aye; Chad M. aye; Craig L. aye; Terry H. aye; Judy P. aye; Linda H. aye; Larry B. aye. Motion carried.

Saputo Waste Supply Agreement – nothing new.

Saputo Wastewater Treatment Project – Chris Panici from Saputo Cheese USA gave an update regard Saputo's construction. Letter of intent was received from Saputo. Motion by Chad Misco to accept letter of intent for a long term lease agreement with the Village of Lena for the wastewater treatment building. Larry B. seconds motion. Motion carried. Motion to allow Saputo to enter into the Village wastewater treatment building to begin construction pending all necessary permits/paperwork is submitted to the Village was made by Judy Patenaude. Linda Hinds seconds motion. Motion carried.

USDA Farm Service Agency – nothing new to report.

Safe Drinking Water Loan – no action taken.

Clint Conrad Insurance Claim – Discussion followed. Motion by Linda H. to pay Clint Conrad for \$2755 for bill submitted. Chad Misco seconds motion. Motion carried. Village will continue to work with insurance company regarding claim.

**New Business:**

Generator Plan Maintenance Options –Motion by Chad Misco to continue with the original 2 year service planned maintenance agreement with Cummins Power. Larry B. Seconds. Motion carried.

PJ Korten's Service Contract – no new updates. Current contract will renew November 2014.

GIS Presentation – Craig Schuh-Ayres Associates gave a brief demo on the GIS system showing the benefits of the program. Approximate cost is \$11,000.

Holding Tank Dumping Ordinance – Village ordinance was reviewed. Tabled.

Contracted Services-detailed descriptions & documentation – When uses contracted services for repairs in the Village – detailed documentation is need. Employees were instructed to be sure that they inform the contractors when ordering services.

New Salt Storage Facility quotes – a quote was reviewed. No action taken.

Correspondence – none

Announcements/General information, items for next agenda – Water Treatment project, Saputo wastewater treatment project, Saputo Water Supply Agreement, PJ Korten’s contract, holding tank, insurance claim.

Schedule next meeting date – October 6, 2014

Adjournment – Craig L. made the motion to adjourn. Linda H. seconds. Motion carried at 9:15 p.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer