

**Village of Lena**  
**Board Minutes**  
**Monday, October 19, 2015 6:30 p.m.**

Roll Call: Linzmeyer, LeFebre, T. Hinds, Patenaude, L. Hinds, Belongia, Marquardt

Also present: Craig Schuh-Ayres Associates, Doug Bergeson, Amy Peterson-Librarian, and Paul Ehrfurth-Economic Development

Agenda – Motion by Belongia to approved the agenda and allowing the President to rearrange to accommodate those present. Motion was second by Patenaude. Motion carried.

Approval of Minutes – Motion by Linzmeyer to approved the minutes from September 21, 2015. L. Hinds seconds the motion. Motion carried.

Open Forum – nothing

New Business:

Library quarterly report – report was given to the board to review.

Library budget – motion by T. Hinds to approved the 2016 budget. Belongia seconds the motion. Motion carried.

Library Plan of service – this is not required until the joint library agreement is in effect (January 1, 2016.) The plan of service will be done with the Town and Village members present.

**Committee Reports:**

Utility Department- Monthly utility report was reviewed. New truck is in. Logo, running boards and grab handles need to be added. Utility Services – a 6 month extension. Doug is waiting for an answer on the mixer that he would like installed this year. No information on payment plan. Possible revised/new contract may be needed. Schedule of street improvement was discussed (Cedar and Maple Street). A temporary fix will be done for now. Salt is ordered for the winter.

Rosera Business Park Update - Closed session per WI State Statute 19.85 (1) (e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion to convene to closed session was made by Linzmeyer. Belongia seconds the motion. Roll call vote: Belongia aye; L. Hinds aye; Patenaude aye; T. Hinds aye; LeFebre aye; Linzmeyer aye; Marquardt aye; Motion carried at 7:20 p.m. Open session per WI State Statute 19.85 (2) and possible action from closed session. Belongia made the motion to reconvene to open session per WI Statute. Patenaude seconds the motion. Motion carried a 7:45 p.m. Motion was made by Linzmeyer to give Paul Ehrfurth and Steve Marquardt the authorization to negotiate the land purchase options and to bring it back to the Village Board for final approval. Patenaude seconds the motion. Roll call vote: Linzmeyer aye; LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye; Motion carried.

Public Works – Water treatment building update – No pay requests. Change orders #12, #13, and #14 are signed. Punch list items are still outstanding per Craig Schuh. Craig will send another letter for liquidated damages. Recycle Center – Motion by Linda Hinds to purchase a new recycle steel building from Cedar Creek Storage Buildings for \$3531. Patenaude seconds the motion. Roll call vote: Linzmeyer aye; LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Closed session – per WI State Statute 19.85 (1) (c) for the purpose of considering employment, promotions, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion by L. Hinds to convene to closed session. Patenaude seconds the motion. Roll call vote: Linzmeyer aye; LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried at 9:10 p.m. Open session per WI State Statute 19.85 (2) and possible action from closed session. Motion by Patenaude to reconvene to open session. Linzmeyer seconds the motion. Motion carried. Motion by L. Hinds to increase Larry Shallow's wage \$.60 on April 1, 2016 provided he meets expectations and goals and the Public Works Committee will determine if he met the goals and what the goals are. Belongia seconds the motion. Motion carried.

Police & Fire – Fire department annual billing was reviewed. A representative from the Fire Department is needed at the Police & Fire Committee meetings. The meeting with the Towns/Village should be part of the Police & Fire Committee responsibilities and budget process. Fire department had a state audit this year. Chief Herald's monthly incident report was reviewed. Closed session per WI State Statute 19.85 (1) (c) for the purpose of considering employment, promotions, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Closed session was not needed. Resolution 2014-04 Wage Adjustment for the Chief of Police Position – Motion by Linzmeyer to approved the amended Resolution 2014-04. Patenaude seconds the motion. Roll call vote: Linzmeyer aye; LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Finance – CDBG – nothing to report. Saputo Waste water agreement/building sale – Closed session per WI State Statute 19.85 (1) (e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion by Linda Hinds to convene to closed session per WI State Statute. LeFebre seconds the motion. Roll call vote: Belongia aye; L. Hinds aye; Patenaude aye; T. Hinds aye; LeFebre aye; Linzmeyer aye; Marquardt aye; Motion carried at 8:02 p.m. Open session per WI State Statute 19.85 (2) and possible action from closed session. Motion by Linzmeyer to reconvene to open session. L. Hinds seconds the motion. Motion carried at 8:23 p.m. Motion was made by Patenaude to send the following changes/concerns to Attorney Schmid regarding the real estate sale/purchase and land donation agreement draft: 1) Article II "Donation" board would like an explanation of the term; 2) Section 3.3 – Additional Contingencies - further explanation is needed- board expressed concerns "do we need it?"; 3. Article IV. 5 Cancellation of agreement - to include waste water replacement fund will revert back to the Village of Lena; add "Subsequently" should be added. Active 3.1a Initial Inspection Period – strike out; 5.5 a. expenses take out "and seller's attorney fees. 5.5 b. Add "and Seller's attorney fees " to the last sentence; Article 8 Clerk's e-mail address needs to be corrected. Attorney Schmid address needs to be checked. Linda H. seconds the motion. Motion carried. SDWL – nothing to report. 2016 Budget – Museum should be budgeted \$500. Monthly financials for August and September 2015 for the board to review. Motion by Terry Hinds to accept the financial reports. Belongia seconds the motion. Motion carried.

Property Acquisition-South Rosera Street – Closed session per WI State Statute 19.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Closed session was not needed. Steve will advise Attorney Schmid to proceed with the closing.

Personnel & Wage Committee – Motion by T. Hinds to increase the part time wage for police officer to \$13 per hour. Larry Belongia seconds the motion. Discussion followed. Motion by Patenaude to amend the previous motion to increase the Part Time Police Officers wage to \$13 per hour effective January 1, 2016 for any part time officer employed less than 1 year and \$14 per hour for any part time officer with more than 1 year of service. Linzmeyer seconds to amended the motion. Motion carried. Motion by T. Hinds to approve the amended motion. Seconds by Linzmeyer. Motion carried. Motion was made by Terry Hinds that there will be no cost of living adjustment for 2016 for full time employees. Belongia seconds the motion. Motion carried. Motion by Linzmeyer to keep the same insurance plan for 2016 at 80/20. Belongia seconds the motion. Motion carried.

Planning Commission – no meeting. Comprehensive plan will need to be updated.

Drainage District – nothing to report.

Weeds – nothing to report. Steve will draft a letter regarding the old Gambles Store on W. Main Street.

Promotions Committee – Working on the Village of Lights.

**Old Business:**

Emergency Siren Update – Steve updated the board regarding the siren. The possible donation from the Fire Department is pending. A site visit will need to be done.

2016 OCEDC Promotion – Motion by Terry Hinds to approved the \$1000 promotion for 2016. Linzmeyer seconds the motion. Motion carried.

Discovery Guide – Preliminary copies were presented to the board.

Village Complaints/Concerns – Report was reviewed.

Presentation of Bills - LeFebre noted a duplicate bill. It will be voided. Motion by LeFebre to approved the monthly bills. L. Hinds seconds the motion. Roll call vote: - Linzmeyer aye; LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Correspondence/Permits/Miscellaneous – Correspondence was reviewed. Building permits for Leonard Lindstrom, Eric Sellen and Tony Kowalkowski. Motion by Patenaude to approve the operator’s license for Kayla Hurning. Linda H. seconds the motion. Motion carried. Terry Hinds informed the board of the Municipal Road Improvement Program for Lena is 2020.

Adjournment – Motion by Linda Hinds to adjourn. Judy Patenaude seconds the motion. Motion carried at 10:15 p.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer