

VILLAGE OF LENA
Utility Meeting
Monday, December 16, 2013 6:30 p.m.

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

Roll Call: Steve Marquardt, Craig LeFebre, Judy Patenaude, Terry Hinds, Chad Misco (Left at 6:52 p.m. -returned 7:45 p.m.), Linda Hinds (arrived 6:50 from work).

Absent: Cody King - work

Also present: Larry Shallow, Ward Cramer- Saputo, and Craig Schuh – Ayres Associates; Charlene Meier

Agenda: Judy P. made a motion to approve the agenda as printed. Chad Misco seconds the motion. Carried.

Minutes: Motion by Judy P. at approved the December 5, 2013 minutes. Second by Craig L. Motion carried.

Utility Workers report:

Larry Shallow gave the monthly utility report. A list of manholes for repairs needs to be generated with a copy to each utility worker and the village clerk. Job cross-training is in process but with the snow and vacation schedule the cross training has been limited. The utility workers will continue to learn each job and responsibilities.

Old Business:

Water treatment building –Craig Schuh-Ayres Associates explained the “project manager” roll with the Water treatment building/construction. Incentives were also considered such as “Focus on Energy”. The layout for the treatment building will be adjusted to the east several feet.

PSC rate study – nothing to report.

Public Informational meeting – February/first part of March is tentative timeline.

Main Street Laterals – Problem areas reviewed.

New Business:

WDNR Application/Funding – Motion by Terry H. to suspend the USDA Water Application Contract, USDA Sewer Application Contract, Right Away Map Contract. Second by Judy P. Motion carried. Motion by Linda H. to approve the DNR Safe Drinking Water Loan Application Contract for \$6500. Second by Judy P. Motion carried.

Intent To Apply Safe Drinking Water Loan (ITA) and Priority Evaluation and ranking Form (Perf) is prepared by Ayres Associates to meet the deadline of December 31st. Motion by Terry H. to approved for the Safe Drinking water Loan program. Linda H. seconds. Motion carried.

2013 Schaal Agreement – Billing for sewer usage will need to be completed. Larry Shallow will help the clerk with the calculations.

Public Utility Connection Ordinance – Current Village ordinance was reviewed. Village Attorney Tim Schmid sent an ordinance revision for the trustees to review. A Well Head Protection Plan is an item the board needs to address.

ADA Accessibility – will be worked on in 2014.

Correspondence - none

Items for next agenda: Water Treatment building, Main Street Laterals, Public Information meeting, Schaal Contract/billing, Public Utility Ordinance, Interim Financing, Right Away Easements proposal, generator bidding.

Next meeting date – January 20, 2014 6:30 p.m.

Adjournment: Judy P. made a motion to adjourn. Linda Hinds seconds the motion. Motion carried. Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Charlene J. Meier