

VILLAGE OF LENA
Finance Committee Meeting
Tuesday, January 13, 2015 5:30 p.m.

Draft – Unapproved

President Steve Marquardt called the meeting to order at 5.30 p.m.

Present: Steve Marquardt, Chad Misco, Terry Hinds

Also present: Attorney Tim Schmid – by conference call

Agenda: Motion by Terry Hinds to approve agenda as printed. Second by Chad M. Motion Carried.

Minutes: Motion by Steve M. To approve minutes from the December 10th, 2014 with correction on the Fire Department status will need to be “checked”. Seconded by Chad M. Motion carried.

Old Business:

CDBG – no action taken.

Capital Improvement Plan – no action taken

PSC Rate Study – Waiting for final approval from the PSC.

DNR Loan – no action taken.

Fee Scheduled – tabled. Clerk is to check with surrounding communities regarding their fee schedule.

Saputo Long Term Lease/Agreement – 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 and allowing the clerk/treasurer to remain and Attorney Tim Schmidt by conference call – motion by Terry Hinds to convene to closed per WI State Statute 19.85 (1) (e). Chad Misco seconds the motion. Roll Call vote: Steve aye; Chad aye; Terry aye. Motion carried at 5:38 p.m. Open session – motion by Terry Hinds to reconvene to open session per WI State Statute and possible action from closed session. Chad Misco seconds the motion. Motion carried at 5:53 p.m. A short summary will be compiled and presented to the Village board for approval for sale. Steve M. will contact Saputo’s Jeff Allman to give an update.

Fire Department Fund Raising Account/Ordinance – Chad Misco will contact Mike LaFave of the Fire Department for the items required for the year end Auditor’s requirements. Motion by Terry Hinds to present Ordinance 40-16 to the Village Board for approval. Steve Marquardt seconds the motion. Motion carried. At police/fire meeting a representative from the Fire Department needs to be present.

Accounting software – Workhorse – schedule for install the end of March. Clerk was advised to visit a local village/town that uses the software to get a firsthand look.

Fund Balances 2013/2014 Scheduled Deposits – Motion by Terry Hinds to present to the Village Board the following amounts into the following categories: General Building Fund \$5000; Street Improvements \$10,000; Police Equipment \$5000; General Equipment Replacement \$5000; Ditch Maintenance \$1500. Motion was seconded by Chad Misco. Motion carried. Water tower painting costs estimates are needed to help budget in the future. Motion by Terry Hinds to

deposit \$6000 into the painting water tower fund and present to the board for approval. Chad Misco seconds the motion. Motion carried.

Purchasing Policy – Motion by Chad Misco to present the purchasing policy/code of ethics to the Village Board for approval. Terry Hinds seconds the motion. Motion carried.

New Business:

Audit Engagement Letter – Kerber Rose – Motion by Steve Marquardt to present to the Village board the Audit Engagement Letter. Terry Hinds seconds the motion. Motion carried.

Announcements/general information, correspondence – E-mail was read.

Items for next agenda – CDBG, PSC Rate Study, Capital Improvement Plan, DNR Loan, Fee Schedule, Saputo Long Term lease/Agreement, Code of Ordinance.

Set next meeting date – February 10, 2015 at 5:30 p.m.

Adjournment – Chad Misco made the motion to adjourn. Terry Hinds seconds the motion. Motion carried at 7:15 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer