

**Minutes**  
**Utility/Board Minutes**  
**Village of Lena, 117 E Main St. Lena, WI 54139**  
**November 20, 2017**

**Draft Unapproved**

Utility/Board meeting was called to order at 6:30 p.m. by President Marquardt.

Roll call - Ken Linzmeyer, Craig LeFebre, Terry Hinds, Debbie LeFebre, Judy Patenaude, Larry Belongia and Steve Marquardt.

Also present – Doug Bergeson, Paul Ehrfurth – Oconto County Economic Development, Tim O’Harrow – Harrow Farms, Bob Borchert, Ben Waddell – Saputo USA, Craig Schuh – Ayres Associations, Chief James Herald and Charlene Meier.

Approval of Agenda – Motion was made by Belongia to approve the agenda. Patenaude seconds the motion. 6 ayes, 1 nay. Motion carried.

Approval of Minutes – Motion by Patenaude to approve the October 16, 2017 minutes. Belongia seconds the motion. Motion carried.

Open Forum – President Marquardt reminded Village Trustees and employees of their responsibility in representing the Village in a positive manner, no matter where they are or what they are attending.

**Committee reports:**

Utility Department – Bergeson reviewed his monthly report. Sewer Rate study from Ehlers is being worked on. No new information was available.

Public Works – Additional Street Light – Motion was made by Hinds to add an additional street light per Revolution Industrial’s request on Harley Street. Belongia seconds the motion. Motion carried. Status on new sewer plant roof - Nothing to report. Sewer relining project – Easement correction letters were all signed and returned. Televising was completed as far as they could go. Large hole in line was discovered.

Planning Commission – Rosera Business Park – General discussion regarding possible business interested in Lena’s Business Park followed. Closed Session Per WI State Statutes 19.85 (1) (e) for deliberating or negotiating the purchasing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion was made by Patenaude to convene to closed session per WI State Stats. And allow Ehrfurth, Schuh and Meier to remain. Belongia seconds the motion. Roll call vote: Linzmeyer aye, C. LeFebre aye; Hinds aye; D. LeFebre aye, Patenaude aye; Belongia aye; Marquardt aye. Motion carried at 7:48 p.m. Open session per WI State Statutes 19.85 (2) and possible action from items discussed in closed session. Motion was made by Belongia to reconvene to open session per WI State Stats. Patenaude second the motion. Motion carried at 8:27 p.m. Motion was made by Belongia to allow the Village President along with Paul Ehrfurth and Craig Schuh to continue to work with B & D Dairy. Patenaude seconds the motion. Motion carried.

GIS Program Update – Ayres Associates is working on the update.

Public Safety – Chief Herald’s monthly report was available for review. Resignation from Officer Lade was reviewed. Motion was made by Patenaude to hire Brady Felmer as a part time officer to fill the vacancy. Belongia seconds the motion. Motion carried. Fire Dept. report – Nothing new to report. Motion was made by Linzmeyer to accept with regret the resignation of Steve Marquardt as Assistant Fire Chief. Belongia seconds the motion. Motion carried.

Finance – Monthly financials were available for review. 2018 Budget Approval –Resolution 2017-02 2018 Budget. Motion was made by Hinds to accept the 2018 Budget. Belongia seconds the motion. Roll call vote: Linzmeyer aye; Craig LeFebre aye; Hinds aye; D. LeFebre aye; Patenaude aye; Belongia aye, Marquardt aye. Motion carried. Duffeck Assessment – Hinds reported Attorney Gast drafted a letter to new property owner regarding assessment payment.

Personnel & Wages – Nothing to report.

Drainage District - Nothing to report.

Weeds – Nothing to report.

Promotions Committee – Treat as information only.

Recycling Committee – Linzmeyer reported a meeting is scheduled for Tuesday January 9, 2018 at 7 p.m.

**New Business:**

2018 Discovery Guide – Treat as information only.

Bankruptcy Notice – Tedd and Rhonda Nadler – Treat as information only.

Foreclosure Sale – 532 W. Maple Street – Treat as information only.

OCEDC Update - Treat as information only.

Election Hardware Maintenance Agreement – Motion by Patenaude to accept Command Central 2018 agreement for voting machines maintenance. Belongia seconds the motion. Motion carried.

Presentation of Bills – Motion was made by D. LeFebre to approve the monthly bills in the amount of \$80,559.78. Patenaude seconds the motion. Roll call vote: Linzmeyer aye; Craig LeFebre aye; Hinds aye; D. LeFebre aye; Patenaude aye; Belongia aye, Marquardt aye. Motion carried.

Correspondence, Permits, Miscellaneous – Building permits for Cory Telford @ 339 W. Main Street, Cory Telford @ 338 W. Main Street, Judy Patenaude @ 120 E. Main Street were presented. Correspondence - treat as information only.

Announcements/General Information/Set next meeting date – December 18, 2017 is the next Village Board meeting. Clerk information the Board of her work schedule for the Thanksgiving week. Hinds informed the Village Board the Public Works meeting is scheduled for Thursday December 14<sup>th</sup> at 1 p.m.

Adjournment – Motion was made by C. LeFebre to adjourn. Belongia seconds the motion. Motion carried at 9:17 p.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer