

Minutes
Utility/Board Minutes
Village of Lena, 117 E Main St. Lena, WI 54139
April 17, 2018

Called to order at 6:30 p.m.

Roll call: Ken Linzmeyer, Terry Hinds, Linda Hinds, Judy Patenaude, Larry Belongia and Steve Marquardt.

Absent: Craig LeFebre

Also present: Charlene Meier.

Approval of Agenda: Motion was made by Belongia to approve the agenda. L. Hinds second the motion. 6 Ayes, 0 Nays, 1 absent. Motion carried.

Approval of Minutes: Motion made by Linzmeyer/Patenaude to approve the March 26, 2018 minutes. 6 ayes, 0 nays, 1 absent. Motion carried.

Open Forum: None.

Committee reports:

Planning Commission: Comprehensive Plan in process. Next meeting is scheduled for Wednesday April 25, 2018. Rosera Business Park update – Committee is working with Ehlers, Ayres Associates, OCEDC and B & D Dairy on the steps for creating a TIF District.

Public Works: Utility Workers report – information only. Consideration of Ayres Associates Proposal to complete WQBEL Phosphorus Compliance Status Report due DNR 6/30/2018 – Motion was made by T. Hinds to approve the WQBEL Proposal not to exceed \$5000. Belongia second the motion. Vote: 6 ayes, 0 nays, 1 absent. Municipal Utility Operator/Street Superintendent vacancy – Committee has narrowed down the applications. Interviews with the full board will be on Monday April 23, 2018. Workhorse Utility Inventory Program Proposal – Motion by Patenaude to approve the Utility Inventory Program for a cost of \$3000 plus \$500 yearly support. Belongia second the motion. Vote: 6 ayes, nays 0, 1 absent. Motion carried.

Public Safety: Taser Assurance Program – Motion by Patenaude to approve the Taser assurance program for \$210 for 5 years. Belongia second the motion. Vote: 6 ayes, 0 nays, 1 absent. Motion carried. “Every 15 minute” program went very well. Fire Department – Nothing to report.

Financials: Monthly financials were reviewed. Banking institutions are being reviewed. Credit Card Policy – Motion made by T. Hinds to approve the credit card policy, agreement and use form. Patenaude seconds the motion. Vote: 5 ayes, 1 nay, 1 absent. Motion carried. Bay Lakes Technical Assistance Grant Update – Information only.

Personnel & Wages: Hiring procedures for full time employee’s information was reviewed.

Drainage District Update: - Nothing to report. This item to be removed from the board agenda.

Weeds: Nothing to report.

Promotions Update: Next meeting is scheduled for Thursday April 26, 2018 at 6:30 p.m.

Recycling Update: Linzmeyer reported on the problem with getting rid of the tires.

New Business:

Lena Library Quarterly Report: Information only.

Lena Library Friends Quarterly Report: Information only.

OCEDC Update: Clerk/Treasurer Charlene Meier reported on the 2 grants that OCEDC received: \$600,000 Broadband grant for Northern Oconto County and \$50,000 grant for the Oconto Falls Business Park fiber optic.

Village Complaints/Concerns: Information only.

Presentation of Bills: Motion made by Patenaude/L. Hinds to pay the monthly bills in the amount of \$51,595.61. Roll call vote: Linzmeyer aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion carried.

Correspondence, Permits, Miscellaneous: Motion made by Patenaude/Linzmeyer to approve the gathering permit for Lena Motor Sport/Lena Dirt City for Sunday April 29, 2018. Vote: 6 ayes; 0 nays, 1 absent. Motion carried. Next board meeting is scheduled for May 21, 2018.

Closed Session: Per WI State Statute 19.85 (1) (c) Considering employment, promotions, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion made by T. Hinds to convene to closed session per WI State Stats and excuse the Village Clerk. Patenaude seconds the motion. Roll call vote: Linzmeyer aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion carried at 8:35 p.m.

Open Session: Per WI State Statute 19.85 (2) and possible action on items discussed in closed session. Motion was made by Linzmeyer/Belongia to reconvene to open session. Motion made by Linzmeyer/Belongia to have the Public Works Committee contact Village Legal Counsel regarding personnel matters. Motion carried.

Adjournment: Motion made by Belongia to adjourn. T. Hinds second the motion. Motion carried at 9:31 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer