

**Village of Lena**  
**Utility/Board Minutes**  
**Monday April 18, 2016 6:30 p.m.**

Draft - unapproved

Meeting was called to order at 6:30 p.m.

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

Also present: Debra LeFebre, Craig Schuh-Ayres Associates, Doug Bergeson, Larry Belongia, Cory Ama and Paul Ehrfurth.

Agenda – Motion by Belongia to approve the agenda with rearranging as needed. Patenaude second the motion. Motion carried.

Minutes – Motion was made by Patenaude to approve the March 21, 2016 minutes. L. Hinds second the motion. Motion carried.

Open Forum – Cory Ama requested an update on the water flow problem on W. Harley Street. Trustee C. LeFebre talked with the homeowner regarding blocked pipe. A letter will be sent to the homeowner requesting their attendance at the next board meeting to review the problem.

**Committee Reports:**

Utility Department – Utility report was reviewed. Shallow reported on a sewer problem at 117 E Pelkey Street in the Village line. The culvert on Alley Street that is raised will be removed. Street sweeper needs repair. Water tower maintenance is in process.

Public Works – Sewer backup at 333 S. Rosera Street – Marquardt met with the homeowner and established the recommended steps to try to resolve the issue. Waiting for response from the homeowner. Water treatment building – pay request – none. Craig Schuh-Ayres Associates updated the committee regarding air conditioning units and epoxy paint for the well #1 addition. SDWL – Schuh reported a draw was submitted. Recycle Center meeting with Town of Lena was reviewed. The existing contract will need to be updated and increase the number of individuals who can work so that the recycle center will remain open when the regular workers are off. Short hand pay has been eliminated.

Police/Fire – Fire Department monthly report – CPR training is scheduled. New radios that were ordered are in. Police report was given to trustees to review. Lena prom had no issues. 15-Minute program was a huge success. A special thank you letter was given to the trustees regarding Chief Herald and Deputy Zahn's roll in the program. Programs regarding texting and driving and alcohol and driving will be scheduled at the high school. Motion to approve Amending Ordinance 103.4 B (4) changing the name from Police and Fire to Public Safety was made by T. Hinds. Linzmeyer second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Finance – CDBG- Motion by Belongia to allow Ayres Associate to schedule a meeting in Madison with the DOA regarding the appeal with Ayres picking up the expenses for Steve Marquardt to attend. T. Hinds second the

motion. Motion carried. Motion by L. Hinds to approved the monthly finances. Patenaude second the motion. Motion carried. Terry Hinds updated the status of the Bay Lakes Regional Grant the Village received.

Personnel & Wage – nothing to report.

Planning Commission – spring cleanup scheduled for May 18<sup>th</sup> and 21<sup>st</sup>. Workers are needed for Saturday. Park design was tabled. Rosera Business park wetland and drainage were reviewed . Marquardt will contact the church regarding drainage. Park & Ride driveway/road – still waiting for DOT decision.

Closed session – per WI State Stat 19.85 (1) (e) deliberating or negotiating the purchasing or public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion by Linzmeyer to convene to closed session. Patenaude second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried at 6:55 p.m.

Open Session – per WI State Stat 19.85 (20 and possible action from items discussed in closed session. Belongia made the motion to reconvene to open session. L. Hinds second the motion. Motion carried at 7:33 p.m. No action taken.

Drainage District – T. Hinds reported that it is nearly complete.

Weeds – Belongia reported that it is being monitored. Noxious weeds were discussed.

**Old Business:** none

**New Business:**

Zoning committee member resignation – Motion was made by Linzmeyer to accept the resignation of Darrell Kushava. Patenaude second the motion. Motion carried.

2016 Committee Appointments as follows:

Utility Committee:	Steve Marquardt** Ken Linzmeyer Terry Hinds Craig LeFebre Debra LeFebre Linda Hinds Larry Belongia	Board of review:	Craig LeFebre** Terry Hinds Larry Belongia Ken Linzmeyer Char Meier (Ex officio)
		Zoning:	Chad Misco** Larry Belongia Judy Patenaude Larry Sobeck Roberta Wagner Jim Kugel Ken Wondrash Debra LeFebre
Weed Committee:	Larry Belongia** Linda Hinds Debra LeFebre		
Public Works:	Linda Hinds ** Steve Marquardt Craig LeFebre	Village Attorney:	Randall Gast (5/1/2016)
Public Safety:	Terry Hinds** Debra LeFebre	Forester:	Larry Shallow

	Larry Belongia	Street Superintendent: Doug Bergeson
Personnel/Wage	Terry Hinds** Ken Linzmeyer Debra LeFebre	Board of Appeals: Mike McGuire** Craig LeFebre Cathy Huberty Larry Belongia Lisa Misco
Finance:	Steve Marquardt** Terry Hinds Ken Linzmeyer	Vice President: Terry Hinds
Planning Commission:	Steve Marquardt** Ken Linzmeyer Linda Hinds Larry Belongia Char Meier (ex officio) Public Members: Chad Misco David Honish Kaila Vorphal	Fire Dept. Liaison: Craig LeFebre  Library Rep: Terry Hinds  OCEDC Trustee Rep: Ken Linzmeyer  OCEDC Business Rep: Kaila Vorphal  MABAS Rep/Fire: Jim Garrigan
Promotions:	Linda Hinds** Steve Marquardt Larry Belongia Char Meier (ex officio) Public Members: Kaila Vorphal Roberta Wagner Carissa Deheck Amy Marquardt Linda Bednarik	Municipal Judge: Russell Buhr (5/1/2016-4/30/2020)  Village Assessor: R & R Assessing (1/1/16-12/3/17)  Building Inspector: Tim Lavarda (1/1/2016-12/31/2016)

Oconto County Recycling Annual Meeting – Linda and Terry Hinds and Steve Marquardt will be attending.

Investment Policy – Motion by Linzmeyer to adopt the investment policy as written. C. LeFebre seconds the motion. Motion carried.

Resolution 2016-06 Participation in the Local Government Pool – Motion by T. Hinds to accept Resolution 2016-06. Belongia second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Authorization of separate depository/bank account for SDWLP requirement – Motion by Linzmeyer to approve authorization for a separate bank account for SDWL payments. Belongia second the motion. Motion carried.

Village complaints/concerns – Village board reviewed the report.

Presentation of bills – Motion was made by Patenaude to approve the monthly bills. L. Hinds second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Correspondence permits/miscellaneous – Building permits for Mike McGuire. A new quote for the next phase of street signs was presented.

Announcements, general information, set next meeting date – Craig Schuh reviewed the CMOM and operation and needs recommendation for the sewer plant. Next meeting is May 16, 2016 at 6:30 p.m. Board of Review open records on May 24, 2016 10 a.m.-noon. Board of review is set for June 9<sup>th</sup> from 2-4 p.m.

Adjournment – Motion by L. Hinds to adjourn the meeting. Craig LeFebre seconds the motion. Motion carried at 9 .m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer

DRAFT