

Village of Lena
Utility/Board Minutes
Monday May 16, 2016 6:30 p.m.

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

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

Also present: Craig Schuh-Ayres Associates, Doug Bergeson, Chuck Kiel, Amy Peterson and Attorney Randy Gast.

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

Minutes – Motion was made by Linzmeyer to approve the April 18, 2016 Organizational Meeting. Belongia second the motion Carried. Motion by L. Hinds to approve the minutes from the regular April 18, 2016 meeting. Belongia seconds the motion. Carried.

Open Forum – nothing

Committee Reports:

Utility Department – Utility report was reviewed. It was suggested that a tree service come in to trim the trees in the village. Discussion followed regarding summer help. Clerk will contact the school about the job opening. Weekend pump problems with the well #2. T. Hinds requested a copy of the PACER street report. Water tower update – inside is done. Work continues on the exterior of the tower.

Public Works – Sewer backup at 333 S. Rosera Street – waiting for the property owner to respond. Water Treatment building update: Pay requests – none. Change Orders: #15 for OCI was reviewed. Recycling Annual meeting update – Belongia gave a report from the Recycling meeting in Gillett. He reported Town of Brazeau and City of Gillett went to single stream/out of the county program. Another meeting is scheduled for June 15th at Gillett Town Hall. Open bids for recycle shed – none were received. Harley Street Drainage concerns - nothing new to report. E. Pelkey Street sewer backup bill-Richard Ott: Motion by L. Hinds to pay the bill for Johnson Sewer Cleaning in the amount of \$395. D. LeFebre second the motion. Motion carried. An application for Georgia Pacific Fire Brigade was given to Chief LeFebre

Public Safety – Fire Dept. Monthly report – Marquardt reported the new radios/communication devices were in along with PPE equipment. Quarterly financials were reviewed. Chief Herald's monthly police report was reviewed. Building Inspector Insurance/Contract – Discussion followed. Attorney Gast developed a preliminary contract. Committee will meet on May 25th at 5:30 p.m.

Finance – CDBG – Craig Schuh-Ayres Associates updated the committee on the final draw status. Motion by T. Hinds that upon the Village receiving \$25,000 from Ayres Associates, if or when the Village received CDBG monies, Ayres Associates will be reimbursed equal to the amount of the CDBG disbursement. Belongia seconds the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; D. LeFebre aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried. SDWL – current loan amount \$3,133,361.72. Village finances

were reviewed. Bay Lakes Grant/Capital Improvement Plan update – Terry Hinds reported it's a work in process. Individual committees will submit their 5 year plan to the Finance committee. 2015 Audit – tabled. Cell tower lease – Attorney Gast is reviewing the contract. Insurances – Motion by T. Hinds to renew the property/liability insurance for 2016-2017 in the amount of \$19,680 and worker's comp insurance for \$8854. Belongia seconds the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; D. LeFebre aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Personnel & Wages – nothing to report.

Planning Commission – Spring cleanup is set. Next phase of street signs are ordered. Park design – in process.

Drainage District update – Attorney Gast updated the Village board regarding the status and the new changes in legislation

Weeds Committee – work in process.

Promotion Committee – pots on Main Street will be planted first week of June.

Old Business: nothing.

New Business:

Lena Library Story Book walk – Librarian Amy Peterson reported on the new summer program.

Lena Library Little Free Library – Amy Peterson talked about the possible locations for the Little Free Library. It was decided to place it at the library and possibly the Dairy Barn. Peterson will be going to the Town of Lena and hopefully placing one there. This is a year-round program.

Lena Library Quarterly Report – The quarterly report was reviewed. Motion was made by T. Hinds to accept the report. Linzmeyer second the motion. Motion carried.

Village Complaints/Concerns – none.

Presentation of bills – Motion by C. LeFebre to pay the monthly bills in the \$95,618.17. L. Hinds second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; D. LeFebre aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Correspondence permits, miscellaneous – Building permits for Dave McNurlen, Ron Whalen and Brandon Graef were presented. Motion by Belongia to approve the liquor licenses as presented: Wooden Shoe, Bavarian Inn, Hunter's & Fisherman's Bar, Lena Fast Stop and The "Store" Scheirl. C. LeFebre seconds the motion. Motion carried. Operator's license applications for the following: Holly Ragen, Rikki Lekfield, Bonnie Bader, Judy Staudenmaier, Gail Shallow, Wanda Lee Smiley, Kathleen Bader, Janice Petersen, Erik Williams, Taira Marquardt, Deanna Patnode, Ashley Bauer, and Sandra Zoromski.

Announcements/general information/set next meeting date: June 20, 2016 at 6:30 p.m.

Adjournment – C. LeFebre made the motion to adjourn. L. Hinds second the motion. Motion carried at 10:05 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer