

**Village of Lena**  
**Utility/Board Minutes**  
**September 19, 2016 6:30 p.m.**

Draft-unapproved.

Meeting was called to order at 6:32 p.m.

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

Also present – Larry Shallow, Amy Peterson, Judy Patenaude, Craig Schuh and Paul Ehrfurth.

Approval of Agenda - Motion was made by L. Hinds to approve the agenda and allowing it to be rearranged. Belongia second the motion. Motion carried.

Approval of Minutes – L. Hinds made the motion to approve the minutes from August 22 and 31<sup>st</sup>, 2016. D. LeFebre seconds the motion. Motion carried.

Open Forum – none

**Committee Reports:**

Utility Department – Utility Workers report – L. Shallow reviewed the items on the report. Painting curbs is almost complete. New street poles should arrive around October 15<sup>th</sup>. The County will be bringing in salt when they work on the street repaving.

Public Works – Schuh report on the final draw for the SDWL will be paid in September. No change orders or additional pay request were submitted.

Design Services Ayres Associates for Wastewater Treatment Plant – tabled till early summer 2017.

Street Repaving Quotes 2<sup>nd</sup> Street and Cedar – Finance committee accepted the bid from Oconto County in the amount of \$70,125 (Oconto County for repaving & MJB curb and gutter). Finance committee will determine the funding source.

Clean Water Fund ITA, PERF – Discussion followed. It was decided to have Ayres Associates file the reports that the Village is interested as a possible funding source.

Recycling Update – T. Hinds updated the board on the current status of the County recycling program. Cost was an issue. T. Hinds will be attending the County meeting on Thursday. A meeting is scheduled on September 26<sup>th</sup> to decide on the recycling.

Ditch Maintenance – Motion by L. Hinds to clean up the “ditch” on N. Rosera and Maple Street and accept the Oconto County bid in the amount of \$9038.88 provided the Village Attorney approves. Belongia seconds the motion. Motion carried.

Public Safety – Chief Herald’s monthly report was reviewed. Building Inspector Contract – waiting for reply from Tim Lavarda. Rescue Squad contract for 2017 is needed. Marquardt updated the board on the Town/Fire Department joint meeting. A revised contract will be sent to the Towns/Village for signing.

Finance – CDBG – nothing to report. SDWL– final draw for the end of September. Finances were reviewed. Bay Lakes Planning Commission Grant/Capital Improvement plan – work in process. Kerber Rose Audit contract – T. Hinds will try to negotiate a price and the contract had excessive amounts.

Personnel & Wages - Resolution 2016-11 Comp Times Revision. Discussion followed. Changes were needed. L. Hinds made the motion re-establish comp time to include maximum comp time banked is 40 hours and that comp time will be paid out on the last payday of the year. Belongia seconds the motion. Motion carried. This item will be placed on Monday's Special Board meeting for final approval. Resolution 2016-2 Village Board Compensation Schedule – Motion by T. Hinds to the following pay: President \$2400, Trustees \$1200, Board of Review \$25, meeting fee \$25. Linzmeyer seconds the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; D. LeFebre aye; L. Hinds aye; Belongia aye and Marquardt aye. Motion carried. LMW Board Pay – it was reviewed. Proposed employee wage Schedule 2017 – Cost of living anticipated was 2% for 2017. Changes were made. Motion was made by T. Hinds to amend the 2017 payment schedule as follows: Clerk/Treasurer \$20 per hour; Municipal Utility Operator \$23 per hour; Solid Waste Operator \$21 per hour; Recycling Attendants \$12 per hour; Police Chief \$22 per hour; Part Time Laborer \$12 per hour; Election workers \$9 per hour. Linzmeyer seconds the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; D. LeFebre aye; L. Hinds aye; Belongia aye and Marquardt aye. Motion carried. Motion was made by Hinds to approve the 2017 wage adjustments. Linzmeyer seconds the motion. Motion carried.

Planning Commission – Park & Ride – Marquardt updated the board on the status of the Park & Ride. Park Design – questionnaires were sent out to the village residents. Main Street Property Bid Proposal – Motion by Linzmeyer to have the Village bid on the tax deed property located at 338 W. Main Street per County requirements. L. Hinds second the motion. Motion carried. Project Dorothy Review – Paul Ehrfurth-Economic Development updated the board on the project. Saputo Retention visit – closed session not called. Marquardt and Ehrfurth updated the board regarding the visit will Ben Waddell the new plant manager. A business alliance working program with the high school for training students in the workforce is planned.

Drainage District – nothing to report

Weeds – Village attorney is reviewed the ordinance.

Promotions Committee – board was updated that the next event is “Taste of Fall”.

**Old Business:** none

**New Business:**

Library 2017 budget – Librarian Amy Peterson discussed the budget for the 2017 year. Town of Lena has approved the budget.

Library 2017 Plan of Service – Peterson reviewed the plan for 2017 with the board. This is a requirement for the joint agreement.

Code Of Ethics Review – current code of ethics was reviewed.

Resolution 2016-13 Just Fix It Turnout for transportation – Motion by Belongia to approve the Just Fix It Turnout for Transportation resolution. L. Hinds second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; D. LeFebre aye; L. Hinds aye; Belongia aye and Marquardt aye. Motion carried.

Resolution 2016-09 Recycling Authorization – tabled.

Resolution 2016-10 Compliance Assurance Plan – tabled

Village Ordinance #255 Responsible Unit Recycling – tabled

Resolution 2016-08 termination Agreement Town of Lena Recycling – tabled.

Village Complaints/concerns – none

Presentation of bills – Motion was made by C. LeFebre to pay the monthly bills in the amount of \$65,062.70. L. Hinds second the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; T. Hinds aye; D. LeFebre aye; L. Hinds aye; Belongia aye and Marquardt aye. Motion carried. Chapter 7 Bankruptcy for Eric & Bridget Manske was presented to the board.

Correspondence permits, miscellaneous – Motion was made by C. LeFebre to approve the operator’s license for Terri Buchholz (The Store), Linda Schuh (McGuire’s). L. Hinds second the motion. Motion carried. Extended premise permit for the Wooden Shoe for October 1<sup>st</sup> – Motion by C. LeFebre to approve extended premise permit. D. LeFebre seconds the motion. Motion carried. Building permits for David Brown, Clint Conrad, Charlie McNabb, and Prevea Health (CMH) were presented.

Announcements/general information/set next meeting date – Next meeting is Monday September 26<sup>th</sup> for recycling and the normal board meeting is October 17, 2016. Craig Schuh stated a survey will need to be done on Maple Street before construction.

Adjournment – Motion was made C. LeFebre to adjourn. L. Hinds second the motion. Motion carried at 9:45 p.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer

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