Village of Lena Planning & Development Committee Minutes Wednesday, September 24, 2014 3:30 p.m.

Chad Misco, Chairman called meeting to order at 3:38 p.m.

Roll call: Chad Misco, Steve Marquardt, Charlene Meier, Larry Belongia, Dave Honish (arrived 4:45 p.m.)

Absent: Linda Hinds-excused

Also Present: Elizabeth Runge-Ayres Associates Planner

Approval of Agenda: Steve M. Made a motion to approved agenda. Chad M. seconds motion. Carried.

<u>Approval of Minutes</u>: Steve M. made a motion to approve the minutes from September 15, 2014. Misco seconds motion. Carried.

Old Business:

22 Acres – Establishing Covenants – Elizabeth Runge reviewed samples which included site design. Elizabeth will furnish the Clerk with companies who help create TIF districts for municipalities. Runge stated certain steps need to be followed in order to pass the covenants. Village adoption process will need to be followed. She also presented a contract from Ayres Associates for this work to be approved at the next board meeting. Price determination- All cost related to the improvements, infrastructure and purchase will need to be considered. An analysis should be done to determine the correct costs. Chad will contact OCEDC Paul Erhfurth regarding pricing on commercial/light industrial parcels. Time line was reviewed.

<u>New Business</u>: Wisconsin Public Service is asking for an easement from the Village regarding power on Railroad Street for the new Saputo construction. WPS will do the prep work on the easement. A cost for the easement will need to be determined. Clerk's network will be checked regarding prices.

<u>Correspondence/announcements/ miscellaneous</u> – Chad received an estimate on the sign for the sale of the commercial parcels from Todd LeFebre for \$350. Streets signs should be arriving any day. New insurance business has moved to the Village. A welcome plant will be sent.

<u>Items for next agenda</u> – Site design approval, Street signs, Hwy. 141 Parcel for sale sign, Covenants, Village of Lights, Price determination/closed session, TIF quotes, Lena Highway Sign.

Adjournment – Steve M. made a motion to adjourn. Chad Misco seconds motion. Motion carried at 4:54 p.m.

Respectfully submitted,

Charlene J. Meier Clerk/Treasurer