

Village of Lena
Board Minutes
Monday December 21, 2015 6:30 p.m.

Draft - unapproved

Roll Call: Steve Marquardt, Terry Hinds, Linda Hinds, Larry Belongia, Ken Linzmeyer, Judy Patenaude

Absent: Craig LeFebre – excused for funeral

Also present: Craig Schuh-Ayres Associates, Doug Bergeson-Public Works

Agenda – Motion by Belongia to approve the agenda and allowing the President to rearrange as needed. L. Hinds second the motion. Motion carried.

Minutes – Motion by Linzmeyer to approved November 16th Public Hearing and Board meeting minutes. L. Hinds second the motion. Motion carried.

Open Forum: - none

Committee Reports:

Utility Department – Bergeson reported the new truck is working out well. Logo needs to be added. Motion by T. Hinds to put the 1995 Chevrolet 1 ton truck out on sealed bids for two weeks. Bids will be opened at the January meeting. K. Linzmeyer seconds the motion. Motion carried. Third Street has a temporary fix. Possible vendors for propane were discussed. CMOM- Craig Schuh reported that a new staff member is very versed with the CMOM requirements. Addendum to the Utility Services contract is referred to the Finance Committee. Motion was made by Patenaude to approve the Collection System Maintenance & Operation Manual contract with Ayres Associated for \$5000 contingent upon Village Attorney review/approval of the new terms and conditions. L. Hinds seconded the motion. Motion carried. Motion made by Belongia to approve the Operation and Needs Review Contract with Ayres Associates contingent upon Village Attorney review/approval of the new terms and conditions. L. Hinds seconded the motion. Motion carried.

Public Works – Craig Schuh updated board on the status of the finishing work. A letter will be sent again to Oudenhoven Construction Inc. regarding the finishing work. Recycle Center building – ready to deliver. Electrical for the building will be needed.

Police & Fire – Discussion followed. The Building Inspector will be added under this committee. A copy of the MABAS agreements will be needed. Chief Herald's monthly report was given to the board. Quarterly Fire Dept. Fund raising account was reviewed.

Finance – CDBG – nothing to report. SDWL – nothing to report. Saputo wastewater Building Sale-Signature needed on the final offer per Attorney Schmid teleconference. Agreement was signed and will be forwarded to Attorney Schmid. Closing can be done as soon as possible. Property Acquisition, South Rosera Street-Tile insurance was ordered by Attorney Schmid. Attorney Schmid will handle the easement. Marquardt advised Attorney Schmid to contact Peshtigo National Bank regarding the sale. Property Lane Lease – Butterfly Lane – verbal agreement of \$50 per acre for sludge hauling. A land use agreement is needed. Fund Balance Policy –

Motion by Linzmeyer to adopt the fund balance policy with an unassigned balance at not less than 30% available cash. T. Hinds seconded the motion. Motion carried.

Wage & Personnel – Revised Employee Handbook. Motion by T. Hinds to approved the revised handbook. Linzmeyer seconds the motion. Roll call vote: Linzmeyer aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Planning Commission – Main Street signs are being worked on.

Drainage District – nothing to report.

Weeds – nothing to report.

Promotions Committee – Village of lights 2015 was a great success.

Old Business:

Emergency Siren Update – Marquardt reported the update cost is approximately \$7200.

New Business:

Election Inspectors/workers January 2016-December 31 2017 – Motion by Linzmeyer to approved the list of workers as presented. L. Hinds seconded the motion. Motion carried.

Cell tower Lease – Belongia made the motion to approve the new cell tower lease. Patenaude seconds the motion. Motion carried.

Village Complaints/Concerns – December report was reviewed by the board.

Presentation of bills – Motion by Patenaude to pay the monthly bills in the amount of \$97,144.23. Linzmeyer seconded the motion. Roll call vote: Linzmeyer aye; T. Hinds aye; Patenaude aye; L. Hinds aye; Belongia aye; Marquardt aye. Motion carried.

Correspondence permits, miscellaneous – Motion was made by Patenaude to approve the operator's permit for Ashley Bauer. Belongia seconded the motion. Motion carried. Correspondence was read.

Announcement/general information/set next meeting date – January 18, 2016.

Adjournment – Motion by Linzmeyer to adjourn. Patenaude seconded the motion. Motion carried at 10:20 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer