

**Minutes**  
**Utility/Board Minutes**  
**Village of Lena, 117 E Main St. Lena, WI 54139**  
**December 18, 2017**

President Marquardt call the meeting to order.

Roll call - Ken Linzmeyer, Craig LeFebre, Terry Hinds, Debbie LeFebre, Judy Patenaude, Larry Belongia and Steve Marquardt.

Also present – Chief James Herald, Officer Brady Felmer and Charlene Meier.

Approval of Agenda – Motion was made by Belongia to approve the agenda. Patenaude seconds the motion. 7 ayes, 0 nays. Motion carried.

Approval of Minutes – Motion by Patenaude to approve the November 20, 2017 Public Hearing minutes and the regular monthly Board minutes. Belongia seconds the motion. Motion carried.

Open Forum – None.

**Committee reports:**

Public Safety – Chief Herald’s monthly report was presented. Introductions were made for the new part time Officer Brady Felmer. Fire Department quarterly report was reviewed. Motion by C. LeFebre to appoint James Garrigan was the new Assistant Fire Chief. Linzmeyer second the motion. 7 ayes; 0 nays. Motion carried. Motion was made by Patenaude to approve the 2018 Building Inspector Contract. Linzmeyer second the motion. 7 ayes; 0 nays. Motion carried.

Utility Department – Utility monthly report was reviewed. Sewer Study not available yet. Sewer roof installed. Ice blocks might be needed.

Planning Commission – A new comprehensive plan is needed.

Finance – Monthly financials were reviewed. Duffeck special assessment letter has been sent. T. Hinds had questions regarding the renewal of the Sludge CD. Utility Debt Service Transfer – Motion made by Hinds to have the Clerk make the necessary money transfers to meeting the audit requirements. Patenaude seconds the motion. 7 ayes, 0 nays. Motion carried. Investment LGIP or ICS – Information only. Sewer fund replacement transfer from October – Motion was made by Hinds to transfer the remaining \$13,094.03 to cover roof/windows. Belongia seconds the motion. 7 ayes; 0 nays. Motion carried.

Personnel & Wages – Nothing to report.

Drainage District – Nothing to report.

Weeds – Nothing to report.

Promotions – Informational only.

Recycling – Linzmeyer informed the board of the next recycling meeting scheduled for January 8, 2018 at the Village Hall. The 2018 Joint Contract with the Town of Lena will be on the agenda.

**New Business:**

2018 Holding Tank Agreement with Schaal – Motion made by Patenaude to approve the 2018 Holding Tank Agreement. D. LeFebre seconds the motion. 7 ayes, 0 nays. Motion carried.

Library LGIP Account – Item referred to the Finance Committee.

2018-19 Election Workers – Motion was made by Marquardt to approve the slate of election workers for 2018-19. Belongia seconds the motion. 7 ayes; 0 nays. Motion carried.

R & R Assessing Service Agreement – Motion was made by C. LeFebre to approve the service contract with R & R Assessing. Linzmeyer seconds the motion. 7 ayes; 0 nays. Motion carried.

Service Contracts Schedule – Information only.

Village Complains/Concerns – Information only.

Presentation of Bills – Motion by Patenaude to pay the December 2017 bills in the amount of \$101,360.19. Belongia seconds the motion. Roll call vote: Linzmeyer aye; C. LeFebre aye; Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion carried.

Correspondence permits, miscellaneous – Building permit for Tad Carriveau @ 538 Cedar Street. Motion was made by C. LeFebre to approve the operator's license for NiKole Hollister and Brandon Heimke. D. LeFebre seconds the motion. 7 ayes; 0 nays. Motion carried. Next meeting is set for January 15, 2018.

Adjournment – Motion was made by C. LeFebre to adjourn. Belongia seconds the motion. Motion carried.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer