

**AGENDA -**  
**Thursday September 6, 2018 2:45pm**  
**PUBLIC WORKS COMMITTEE OF THE VILLAGE OF LENA BOARD**  
**Lena Municipal Building**  
**117 E. Main Street, Lena WI. 54139 [www.villageoflena.net](http://www.villageoflena.net)**

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This is an open meeting of the Public Works Committee of the Village of Lena. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting by posting and Village website. Copies of the complete agenda were available for inspection at the Village Hall Clerk/Treasurer's office and on the Village website: [www.villageoflena.net](http://www.villageoflena.net).

1. Call to Order/Members Roll Call
2. Approval of Agenda
3. Approval of minutes of August 16, 2018
4. Period for Public Comment (5-minute limit)/Reported complaints concerning streets & utilities, if any
5. Public Works/Utility Workers Report:
6. Streets:
  - a. Report on activities since last meeting
  - b. Equipment update/upcoming needs/streets, sidewalks & alleys conditions/ other .....
  - c. Report on part time worker's activities
  - d. Other
7. Water:
  - a. Report on activities since last meeting
  - b. Status of water treatment plant & equipment/materials & supplies needs/system repairs/ other ....
  - c. Monthly report of meters and readers tested and/or replaced; Cross connection surveys done
  - d. Other
  - e. Training/Seminars/Continuing Education Credits
8. Sewer:
  - a. Report on activities since last meeting
  - b. Status of sewer treatment plant building & equipment, other ....
  - c. Inflow/Outflow monthly stats
  - c. Other
  - d. Training/Seminars/Continuing Education Credits; upcoming Iron removal license test.
9. Status of Ayres Contracts:
  - a. Easements on N. Rosera St (\$900) – revise easements, notify property owner, file with Register of Deeds.
  - b. WWTP Operation & Needs Project (\$44,720)
    - i. Study & Report Phase (\$7,100); ii. Preliminary Design Phase (\$21,270); iii. Final Design Phase (\$16,350).
  - c. 2018 Sewer Lining Projects and Private Lateral Replacement (\$10,700)
    - i. Design (\$7,750) ii. Bidding (\$2,950)
10. Sewer & Lateral Project Assessment process:
  - a. Preliminary Resolution (stat 66.0703(4)) by governing body
  - b. Report showing the proposed plans and specifications, estimated cost of the improvements and proposed assessments (stat 66.0703(5))
  - c. Notice of Public Hearing on Special Assessments. (stat 66.0703(7)(a)) and publication & mailing (10 days in advanced)
  - d. Letter to Property Owners Regarding Private Lateral Replacement.
11. Action on Great Lakes TV Seal Inc quote dated 08/20/2018 for \$7,771
12. Financial Budget Review for YTD August 2018 Public Works, Utility (if available)
13. Review of items purchased 8/01-8/31/2018 (Water/Sewer/Streets)
14. Follow up of:
  - a) Street sweeper repairs
  - b) Street repairs at railroad crossings.
15. Miscellaneous/Informational Items Only (no action to be taken)
16. Next Meeting Date Sept ?? for 2019 Public Works/Utilities Budget.
17. Adjournment

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*Any person with a disability as defined by the Americans with Disabilities Act and needs a special accommodation while attending this meeting, should contact the Village Clerk at 117 E Main St or phone 920-829-5226 during regular business hours at least 24 hours prior to the meeting so reasonable arrangements can be made. It is possible that members of, and possibly a quorum of members of other governmental bodies of the Village of Lena who are not members of the above committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the committee, commission or board identified in the caption of this notice.*

Charlene Meier Clerk/Treasurer

Posted: 08/30/2018