

Village of Lena

Utility/Board Meeting Minutes

Monday May 20, 2019 6:30 p.m.

Call to order at 6:30 p.m.

Roll call: Nicholas Heise, Linda Hinds, Judy Patenaude, Larry Belongia and Terry Hinds.

Also present: Charlene Meier.

Absent: Steve Marquardt – excused; Craig LeFebre.

Pledge of Allegiance was recited.

Approval of Agenda: Motion made by L. Hinds/Patenaude to approved the agenda with rearrangement. Motion was voted and carried.

Approval of the minutes: Motion made by L. Hinds/Patenaude to approve the minutes from April 16, 2019 Reorganizational Meeting and April 16, 2019 regular Board meeting. Motion was voted and carried.

Open forum: None.

Committee Reports:

Finance/Personnel & Wage: Monthly financials were presented for review. Huntington Bank closure is scheduled for Friday June 14, 2019 @ 3 p.m. Bank safety deposit box was emptied and items were reviewed by the Finance Committee and placed in the Village safe. Employee handbook – proposal to add “Temporary Work” – Motion was made by Patenaude/L. Hinds to approve the addition of temporary worker to the employee handbook as follows “The Village Board may authorize the use of "Temporary Work" in certain situations. Temporary Work is defined as generally sporadic work and not governed by a fixed or regular schedule. A Temporary Worker is considered a temporary employee of the village but is not considered a part-time village employee. Temporary Work duties will be defined by the Board and/or the appropriate committee. The Board shall set the wage rate for that specific work. The position may be filled by advertising or direct hiring. That being the prerogative of the Board. Temporary Employees will be paid via the village's payroll program, and are subject to applicable federal and state taxes, but are not eligible for any village employee fringe benefit programs.” Motion was made by Patenaude/L. Hinds to approve the addition to the employee handbook and have a roll call vote. Roll call vote: Heise aye; L. Hinds aye; Patenaude aye; Belongia aye and T. Hinds aye. Motion was voted and carried.

Public Works: Utility Report for April 2019 – Informational only. Temporary Work-Street Dept. Machinery/Equipment Maintenance and repair – Motion was made by T. Hinds/Patenaude to hire Cory Marquardt as a temporary help-Street Department for assisting the Public Works Street Department in the maintenance and repairs of the various street equipment and vehicles as needed and to set the hourly rate of \$35/hr. and initially set a maximum number of 20 hours for the remainder of 2019 with the funding to be provided by the various street equipment maintenance expense accounts (100-00-53240-342) and to have this temporary help position be under the direct over site of the street superintendent and to have this motion supersede the motion passed by the Board on 8/20/2018 regarding hiring of an independent contractor for the public works department. Roll call vote: Heise nay; Patenaude aye; L. Hinds aye; Belongia aye, T. Hinds aye. Motion was voted and carried. Front End Loader 2,000 hour service agreement – Informational only. Purchase of 4 street light pole replacements – Informational only. Bases on the poles need to be checked. Sewer Main Relining/Private Lateral Project Update – Informational only. Spring Cleanup recap – Informational only.

Public Safety: Police monthly report was reviewed. Approve/decline hiring part time officers to fill vacancies – Motion was made by L. Hinds/Belongia to allow the Public Safety Committee to use their own discretion to hire the part time officers to fill vacancies. Motion was voted and carried. Fire Dept. Quarterly report was informational only. Spring Towns/Village Fire Dept. meeting – Informational only. Fire Call City of Oconto Falls water used – Clerk is contact the Public Safety chairperson from Oconto Falls regarding the bill.

Planning Commission: Rosera Business Park Sub-lease– Motion was made by L. Hinds/Belongia for the Village Board to grant permission to Mitch Hodkiewicz request for sub-lease the 20 acres to Lena Motorsports Club LLC. Motion was voted and carried.

Weed Update: Informational only.

Recycling Update: Informational only.

Promotion Update: L. Hinds requested the board to consider what their vision is for the Main Street in Lena is for the future.

New Business: none.

Village Complaints/Concerns: None.

Presentation of Bills: Motion was made by Patenaude/L. Hinds to pay the monthly bills and to include the payroll for May 30th in the amount of \$91,924.36. Roll call vote: Heise aye; L. Hinds aye; Patenaude aye; Belongia aye; T. Hinds aye. Motion was voted and carried.

Permits: Motion was made by L. Hinds/Heise to approve the gathering permit for Lena Motorsports Club gathering permit for May 25 & 26, 2019 (pending Kelly Berkovitz certification) and also for July 27 & 28, 2019. Motion was voted and carried. Motion was made by Heise/L. Hinds to approve the operator’s permits for Kelly Berkovitz, Jenna Hendrichs, Joyce Shrank, Janice Petersen, Sherri Dyer, Kathleen Bader, Judy Staudenmaier, Lisa Ulsh, Laura Prestine, Noel Ogden, Mark Monfort, Michael Janik, Brooke Rotter, Whitney Derpinghaus, Jessica Ellman, Heather Shafman, Carmen Schindel, and Trisha Schindel. Motion was voted and carried. Motion was made by Heise/L. Hinds to approve the liquor licenses for The Store, Bavarian and the Wooden Shoe. Motion was voted and carried. Building permits for Bill Patnode, Josh Maloney, Jim Wolter and Dennis Behnke were presented.

Announcements/General Information/Set next meeting date: Weed notices were sent out per Village Ordinances. Lots of confusion regarding the reminder notice. Correspondence was read. Next meeting will be Monday June 17, 2019 @ 6:30 p.m.

Adjournment: Motion was made by L. Hinds/Belongia to adjourn. Motion was voted and carried.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer