

Village of Lena

Utility/Board Meeting Minutes

Monday November 18, 2019 7:30 p.m.

Call to order at 7:30 p.m.

Roll call: Nick Heise, Craig LeFebre, Terry Hinds, Linda Hinds, Judy Patenaude, Larry Belongia and Steve Marquardt.

Also present: David Konop, Craig Schuh-Ayres Associates and Charlene Meier.

Pledge of Allegiance was recited.

Approval of Agenda: Motion made by Patenaude/L. Hinds to approve the agenda with change in sequence. Motion was voted and carried.

Approval of the minutes: Motion made by L. Hinds/Belongia to approve the minutes from October 21, 2019. Motion was voted and carried.

Open forum:

Committee Reports:

Finance/Personnel & Wage: October financials were information for the board. Associated Bank service fee was a concern. This item was referred to the Finance Committee with a possible representative from Associated Bank to attend a meeting. Resolution 2019-04 Adopting Village of Lena 2020 Budget Approve/Decline – Motion was made by Patenaude/L. Hinds to approve the 2020 Budget. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was carried. Resolution 2019-05 Authorizing Line of Credit as Temporary Financing from Fortifi Bank approve/decline – Motion was made by L. Hinds/Belongia to approve the Line of Credit with Fortifi. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was carried. Ehlers Written Municipal Advisor Client Disclosure for TIF District No. 1 Creation 2020 include Appendix B Tax Incremental Financing Services Phase I-III, for \$15,000 Approve/Decline – Motion was made by T. Hinds/Patenaude to accept the Proposal from Ehlers for the TIF Services at a cost not to exceed \$15,000. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was carried. Residential Offer to Purchase Stafford Property Review: Clerk is to send a certified letter to M. Stafford with the Village's offer to purchase. Election Equipment Purchase for 2020 Approve/Decline – Motion was made by L. Hinds/Patenaude to purchase the "ICE" voting machines for the 2020 election. Motion was voted and carried. Budget Adjustment for Street Pole Purchase – Motion was made by T. Hinds/Patenaude to make the budget adjustment entry to add \$6,487.89 to street pole budget expenditure a/c 53300-391 and to add \$3,487.89 to revenue budget a/c 48400 (insurance awards) and to add \$3,000 to revenue budget a/c 49300 (prior year funds). Motion was voted and carried. Add account for Rosera Business Park Outlay & Financial Adjustments – Motion was made by T. Hinds/Heise to add a general fund account, Rosera Business Park account 100-00-34400-115 and to make a financial transfer entry of \$1,691.30 from account 100-00-34500 to account 100-00-34400-115. Motion was voted and carried.

Public Works: October utility report was informational only. Approve/Decline Auction Bids for Old Plow Truck – Motion was made by L. Hinds/LeFebre to accept the bid James Boehm for \$11,251.00. Motion was voted and carried. Approve/Decline Final Payment (Retainage) for David Tenor Corporation for \$3,365.16 – Motion was made by T. Hinds/Patenaude to approve the final payment to David Tenor Corporation pending the final request with engineering firm signature. Motion was voted and carried.

Public Safety: Grant update for Police Squad – Squad is being built on December 16th. Arrival should be late December or early January. Grant Update for Fire dept. tender – More paper work was needed. Bidding process will be starting shortly. Oconto Electric Cooperative Grant for the Fire Department – Clerk filed a grant with OEC on behalf of the Lena Fire Department. Fire Department Fund raising Account Quarterly Report – Informational only.

Plan Commission: Ordinance Book Update by Committees – Each committee will review their sections and make changes/corrections as needed.

Weeds Update: Nothing to report.

Recycling Update: Nothing to report.

Promotion Update: December 7th is Village of Lights.

New Business:

Approve/Decline Election Inspectors/Workers for 2 year Term January 1, 2020 to December 31, 2021 – Motion was made by Marquardt/LeFebre to approve the Election Inspectors/Workers for the 2020-2021. Motion was voted and carried.

Village Complaints/Concerns: Nothing to report.

Presentation of Bills: Motion was made by LeFebre/L. Hinds to approve the monthly bills of \$64,583.23 and to include the final payroll. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was carried.

Permits/Correspondence/Miscellaneous: Operator's license for Danna Kiesling and Emily Flint – Motion was made by LeFebre/L. Hinds to approve the operator's licenses. Motion was voted and carried. Building permits were for Tedd Nadler @ 312 W Main and 240 S. Rosera Street.

Announcements/General Information/Set next meeting date: The following schedule for December meetings: Finance December 9 @ 8 a.m.; Public Works December 9th @ 9:30 a.m.; Public Safety December 12th @ 10 a.m. and Village Board meeting will be Tuesday December 17th @ 6:30 p.m.

Adjournment: Motion was made by L. Hinds/Patenaude to adjourn. Motion was voted and carried at 9:37 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer