

Village of Lena

Utility/Board Meeting Minutes

Tuesday December 17, 2019 6:30 p.m.

Call to order at 6:37 p.m.

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

Also present: David Konop, and Charlene Meier.

Pledge of Allegiance was recited.

Approval of Agenda: Motion made by LeFebre/Patenaude to approve the agenda. Motion was voted and carried.

Approval of the minutes: Motion made by L. Hinds/LeFebre to approve the minutes from November 18, 2019 Public Hearing and November 18, 2019 Village Board minutes. Motion was voted and carried.

Open forum: Resident Konop reported garbage/junk at 227 E. Main Street and 115 S. Rosera Street. This item was referred to Public Safety.

Committee Reports:

Finance/Personnel & Wage: Monthly financials were reviewed. TIF District time scheduled was reviewed. Stafford Property Update – Ms. Stafford received our offer. Associated Bank Update – T. Hinds requested a detailed analysis from Associated Bank. Hinds. Clerk will check into the request. Cell Tower Offer to Purchase/Lease update – No new information was received.

Approve/Decline 2020 Village Property/Liability/Workers Comp Insurance policy – Motion was made by T. Hinds/LeFebre to approve the Village Property/Liability insurance in the amount of \$22,299.00 and the worker's comp policy in the amount of \$10,380.00 from Vintage Insurance. Motion was voted and carried. Special Assessment to Property Taxes – Clerk reported on the number and amount that was added to the tax roll. 2020-2021 Main Street/County Road A (Rosera Business Park) MLS Application update – Informational only.

Public Works: November utility report was informational. W. Maple Street Project LRIP Update – Informational only. Leaf collection this year went very well.

Public Safety: Chief Herald's monthly activity report was given to the Trustees. Hiring Part-Time Officer Recommendation Possible – No recommendations at this time. Police Squad Update – Another delay due to engine. Police Shop With The Cop program – This item was excellent. Great community support. Fire Department Quarterly report – Not available at this time. Fire Department Grant Update – Nothing to report.

Promotions Committee: Village of Lights was a success again per Chair Linda Hinds.

Recycling Committee: Recycling attendant vacancy – A joint meeting with the Town of Lena will be scheduled to discuss the vacancy.

Plan Commission: Rezoning Parcel – 235 E. Main Street (Wayne & Judith Conklin) Residential to Commercial approve/decline – Motion was made by Patenaude/L. Hinds to approve the rezoning for 235 E. Main Street from residential to commercial. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was voted and carried. NAI Pfefferle Listing Agreement approve/decline – This item was tabled.

Economic Development Incentive Policy Approve/Decline – Motion to approve the Economic Development Incentive Policy as presented by Marquardt/Patenaude. Motion was voted and carried. Dollar General Site Plan Application Approve/Decline – Motion was made by Patenaude/L. Hinds to approve the Dollar General Site Plan Application contingent upon Ayres (Village Engineer) requirements. Motion was voted and carried.

New Business:

2020 Holding Tank Agreement Approve/Decline: Motion was made by LeFebre/L. Hinds to approve the 2020 Holding Tank Agreement contingent upon Tom Schaal's signature/approval. Motion was voted and carried.

Intergovernmental Cooperative Agreement To Facilitate Purchase of Accessible Voting System Approve/Decline – Motion was made by Patenaude/Heise to approve the Intergovernmental Cooperative Agreement. Motion was voted and carried.

Joint Review Board (TIF): Motion was made by T. Hinds/LeFebre to recommend Village President Steve Marquardt as a Village Board appointee for the Joint Review Board. Motion was voted and carried. Motion was made by L. Hinds/Heise to recommend Lisa Misco as a Village Resident Appointee. Motion was voted and carried.

Village Complaints/Concerns: This item was informational. Clerk is to add the concerns of D. Konop to the list.

Presentation of Bills: Motion was made by L. Hinds/LeFebre to approve the December bills in the amount of \$80,997.76 and to include the last payroll of the year and the building inspector. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; L. Hinds aye; Patenaude aye; Belongia aye; Marquardt aye.

Permits/Correspondence/Miscellaneous: Motion was made by LeFebre/L. Hinds to approve operator's license for Timothy Brandt, Jordan McDonald, Dennis Arendt and Jessie Ellman as Agent for The Store. Motion was voted and carried. Motion was made by T. Hinds/L. Hinds to make the driveway permit fee \$50. Motion was voted and carried. Motion was made to approve the Point of Beginning for a Driveway/Culvert permit for the Dollar General by Heise/LeFebre. Motion was voted and carried. Shawn Kramer, 316 W. Main Street building permit for a garage roof. Motion was made by Heise/LeFebre to approve the building permit. Motion was voted and carried.

Announcements/General Information/Set next meeting date: Thank you card was read from the Linzmeyer Family. Clerk reported on the fraud seminar sponsored by Kerber Rose. Monday January 20, 2020 @ 6:30 p.m.

Adjournment: Motion was made by LeFebre/L. Hinds to adjourn. Motion was voted and carried at 8:38 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer