

Village of Lena

Utility/Board Meeting Minutes

Tuesday April 21, 2020 6:30 p.m.

Call to order at 6:30 p.m.

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

Also Present: Todd Duame, Karen Kerber by ZOOM and Charlene Meier.

Approve Agenda: Motion was made by Patenaude/L. Hinds to approve the agenda with a change in sequence moving Public Works #H 601 Maple Street-Todd Duame Drainage up on the agenda. Motion was voted and carried.

Approval of the Minutes from February 17, 2020: Motion was made to approve the minutes from February 17, 2020 was made by Patenaude/Hinds. Motion was voted and carried.

Public Works Item H: 601 Maple Street Drainage: Todd Duame explained his plan to help with the drainage at that location. Motion was made by L. Hinds/Patenaude to allow Duame to extend storm sewer line and attached to the Village's catch basin. Motion was voted and carried.

Finance: 2019 Audit was reviewed by the Village Board with Karen Kerber (by Zoom) narrating. Kerber comments regarding need for Conflict of Interest policy and a grant management policy. She will send the Village samples to work with. Motion was made by L. Hinds/Patenaude to accept the 2019 Audit Report. Motion was voted and carried. Monthly finances were available for the board. Concerns were expressed regarding the Fire Department cash account. Resolution 2020-05 Transfer \$25,000 from General Fund to TIF Fund – Motion was made by T. Hinds/Heise to approved Resolution 2020-05 to transfer \$25,000 from the general fund to the TIF fund. Roll call vote: Belongia aye; L. Hinds aye, Patenaude aye; Heise aye; LeFebre aye; T. Hinds aye; Marquardt aye. Motion was voted and carried. Loan payment transfer for sewer LGIP #2 \$8000 – Motion was made by T. Hinds/LeFebre to approve the transfer of \$8000 to the sewer LGIP #2. Motion was voted and carried. Motion was made by Marquardt/Belongia to have Nick Heise to take charge of upgrading the Village Hall. Motion was voted and carried.

Public Works Continued: February and March utility report was informational. Sewer Plant update O & N update – Village might be able to receive some grant monies. Sewer Phosphorus reduction project is in process. Sewer Relining Additional Quote from Scott Lamer's Construction – Motion was made by LeFebre/Patenaude to have the Village pay 50% and 50% split between the two residents affected. Motion was voted and carried. Terry and Linda Hinds abstained from voting. 2020 Village rod Work Schedule was informational. PJ Kortens SCADA Software Upgrade Quote – Motion was made by T. Hind/Belongia to postpone and place on hold this item. Motion was voted and carried. Grease Electric Quote for moving light pole – A motion was made by T. Hinds/Patenaude to approve the moving of the streetlight in the amount of \$2500. Motion was voted and carried.

Public Safety: Police monthly report was informational. Marquardt expressed kudos to Chief Herald handling an incident that happened in the Village last week. Update on the Oconto Electric Grant – Village of Lena was not chosen this year. Driveway Permit Process Review – Code of Ordinances need to be updated. Driveway/curb and 405 Harley Street – No permit was issued. Patenaude will talk with the homeowner.

Plan Commission: Motion was made by T. Hinds/LeFebre to approve the combination of parcels Lot 1 Wooden Shoe & vacant building (formerly Wagner's Store). Motion was voted and carried.

Promotions Update: L. Hinds informed the Village Board that activities for this year are on hold due to the COVID-19. A color contest is being sponsored by the Promotions for the months of April and May.

Weed Update: Nothing to report at this time.

Recycling Update: Nothing to report.

Public Hearing regarding updates to Ordinance 103-4 (c): Motion was made to convene to the public hearing regarding Ordinance 103-4 (c) by Patenaude/L. Hinds. Motion was voted and carried at 9:15 p.m. No public members were in attendance. No public comments. Motion to adjourn the public hearing were made by T. Hinds/Patenaude. Motion was voted and carried.

Approve/Decline changes to Ordinance 103-4 (c): Motion was made by Marquardt/L. Hinds to approve the noted changes to Ordinance 103-4 (c). Motion was voted and carried.

Lena Library 2019 Annual Report was informational.

Approve/Decline Change in Chair for Finance Committee: Motion was made by Heise/L. Hinds to have Terry Hinds as the chairperson of the Finance Committee for 2020. Motion was voted and carried.

Dirt City Upcoming Events: Informational only.

Village Complaints/Concerns: Cory Ama Complaint – Discussion followed. A letter will need to be sent to W. Patnode stating that this is a civil matter between him and his neighbor.

Presentation of Bills: Motion was made by T. Hinds/LeFebre to approve the bills for March in the amount of \$86,529.07. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; Belongia aye; L. Hinds aye; Patenaude aye; Marquardt Aye. Motion was voted and carried. Motion was made by L. Hinds/LeFebre to approve the April 2020 in the amount of \$94,392.61 and to include the last payroll of the month. Roll call vote: Heise aye; LeFebre aye; T. Hinds aye; Belongia aye; L. Hinds aye; Patenaude aye; Marquardt Aye. Motion was voted and carried.

Permits/Correspondence/Miscellaneous: Motion was made by LeFebre/L. Hinds to approve the following permits: liquor license for the Wooden Shoe; fence permit for Verna Grover; Operator's licenses for William Kosmal, Anthony Thompson, Mike Janik, demolition permit for Fred Piette/DGI Lena LLC (Dollar General), a sign permit from Stafford Sign for Dollar General, building permits for Barb Spice, Brandi Comins, Beau Thomson, Tom Bitters. Motion was voted and carried.

Announcements/General Information/Set next meeting date: Informational.

Adjournment: Motion was made by LeFebre/L. Hinds to adjourn. Motion was voted and carried @9:56 p.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer