

## Meeting Minutes

Monday, January 27, 2014 — 2:30 PM

Public Works Committee of the Village Of Lena Board

Municipal Building Board Room, 117 E Main Street, Lena WI.

Present: Steve Marquardt, Craig LeFebre and Linda Hinds

Approval of the meeting minutes: Motion by Linda Hinds to approve the minutes and second by Steve Marquardt. Motion made to approve the agenda by Craig LeFebre second by Linda Hinds.

New Business:

1. Talk of cross training of the two jobs: Combine water and sewer as one job which would be done by Larry Shallow. Street supervisor and village mechanic job would be done by Cory Marquardt. First week of February 2014 Cory will help Larry do the water part of the job. This is to make sure Larry understands what needs to be done and starting February 10, 2014 Larry will be doing the water segment of the job.
2. Committee convenes into close session per WI Stats 19.85 (1) for purpose of discussing personnel issues. Motion made by Craig LeFebre and second by Linda Hinds. Roll call vote: Linda Hinds — Aye, Steve Marquardt—Aye and Craig LeFebre — Aye. Motion carried ( 2:40) Board returned to open session to conduct legal business by WI Statute 19.85 (2) Motion carried by Steve Marquardt and second by Linda Hinds. Motion carried (at 4:25)
3. Committee to make stops during the next month on both jobs by all 3 committee members.
4. Steve will look into getting classes for extra schooling for both employees in computers and electrical for Cory.
5. Motion to adjourn the meeting: Motion by Linda Hinds and second by Steve Marquardt.
6. Set up next meeting date February 24, 2014 at 2:45 at Sewer Plant and 3:30 Maintenance Shop.
7. Meeting Adjourned 4:30