

Village of Lena
117 E. Main St., Lena, WI 54139
Utility/Board Meeting Minutes
October 19, 2020 6:30 a.m.

Meeting was called to order.

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

Absent: Linda Hinds-excused.

Also present: Village resident Pauline Borchert, David Konop and Clerk Charlene Meier.

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

Approval of the minutes from September 21, 2020: Motion was made by Patenaude/Belongia to approve the minutes from September 21, 2020. Motion was voted and carried.

Open Forum: None.

Finances/Personnel: T. Hinds review the synopsis regarding the Finance meeting. A suggestion was made from President Marquardt that each committee gives a synopsis to the board. Monthly bank and investment accounts were reviewed. The 2021 Budget was given to each for review. Motion was made by Belongia/T. Hinds to table the following: Resolution 2020-09 Authorization Representative to File Application from the State of WI Environmental Improvement Fund and Resolution 2020-10 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Motion was voted and carried. Water rate increase 3% - Motion was made by T. Hinds/Belongia to submit to WI PSC a Simplified Rate Case application for a water rate increase factor of 3% effective the first quarter of 2021 and all appropriate notices to be given. Roll call vote: LeFebre aye; T. Hinds aye; Heise aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was voted and carried. Sewer Rate Increase 2021 3% - Motion was made by Patenaude/Belongia to approve a 3% increase for the sewer rates effective the first quarter of 2021. Roll call vote: LeFebre aye; T. Hinds aye; Heise aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was voted and carried. Policy 2020-20 Payroll policy to establish effective date of any annual wages increases as the first pay period in the subsequent year — Motion was made by T. Hinds/Heise to adopt Village Policy 2021 Payroll Policy to establish effective date of any annual wage increases as the first pay period in the subsequent year. Motion was voted and carried.

Public Works: September utility report was informational. Sewer Plant O&N update — Informational. Sewer Phosphorus Reduction Project update - Informational. Marquardt stated there might be grants available from the DNR for lead removal. PJ Korten's 2020-21 Service Agreement — Motion was made by Patenaude/LeFebre to approve PJ Korten's 2020-21 Service Agreement in the amount of \$2700. Motion was voted and carried. Replacement of Ford Ranger- Looking at used vehicle. Possible location would be Fastenal Fleet replacement. Public Works will check the website for what is available.

Public Safety: The new police squad is here. Equipment is being installed and logo. Monthly incident report was informational. Old squad will be put on the WI Surplus auction site. Traffic Survey results were given to the Board as informational. Handicapped crosswalk was completed. Security cameras have been installed. Motion was made Patenaude/Belongia to accept the resignation of Part Time Officer James Hanson. Motion was voted and carried.

Plan Commission: Open house and public hearing for the Comprehensive Plan is set for Monday, October 26, 2020 @ 6 p.m. A water retention plan needs to be developed. Village Hall updates on the front door are complete. Front counter needs to be done. Heise is working on a plan for digitizing documents due to lack of storage.

Promotions: Nothing to report.

Weeds: Nothing to report.

Recycling: Nothing to report.

Village Complaints/Concerns: Informational only.

Presentation of bills: Motion was made to pay the monthly bills and to include the last payroll by LeFebre/Belongia in the amount of \$129,280.86. Roll call vote: LeFebre aye; T. Hinds aye; Heise aye; Patenaude aye; Belongia aye; Marquardt aye. Motion was voted and carried.

Permits/Correspondence/Miscellaneous: Motion was made by Patenaude/Belongia to approve Corey Ama driveway/culvert permit at 411 Harley St. lot 2 Parcel #146-053419028. Motion was voted and carried. Motion was made by LeFebre/Patenaude to approve the following operator's licenses: Maricel Portier, Nicholas Clauson, Jenna Madson and Chad Garrigan and agent appointment for Nicholas Clauson. Motion was voted and carried. Building permits submitted were for Nicholas Heise 332 S. Rosera St.- new roof; Paul Madson 136 E. Railroad Street-electrical; Barb Spice-remodeling; William Patnode, 415 Harley St.-roof. Correspondence was read.

Announcement/General Information/Set next meeting date: November 16, 2020. Public hearing for the budget is 6:15 p.m. Village Board meeting set for 6:30 p.m.

Adjournment: Motion was made by LeFebre/Belongia to adjourn. Motion was voted and carried at 8:15 p.m.

Respectfully submitted,

Charlene Meier
Clerk/Treasurer