

Village of Lena
117 E. Main St., Lena, WI 54139
Finance/Personnel & Wage Committee Minutes
February 9, 2021 8 a.m.

Meeting was called to order.

Roll call: Steve Marquardt, Nick Heise and Terry Hinds.

Also present: Charlene Meier.

Approval of Agenda: Motion was made by Marquardt/Heise to approve the agenda as presented. Motion was voted and carried.

Approval of the minutes from January 12, 2021: Motion was made by Heise/Marquardt to approve the minutes from January 12, 2021. Motion was voted and carried.

Open Forum: None.

Financials: December 31, 2020 quarterly balance sheet, expense report and budget comparison were reviewed by the Finance Committee. Clerk's monthly bank account reports were informational. There was not any budget transfer at this time. Motion was made by Marquardt/Heise to approve the capital outlay investment account transfers in the amount of \$32,978 to respective accounts. Motion was voted and carried.

Kerber Rose Engagement Letter regarding the TIF: Classification is needed on how often this will need to be done. Motion was made by Hinds/Marquardt to recommend to the Village Board for approval the Kerber Rose Engagement Letter not to exceed \$4000. Motion was voted and carried.

Update on Grant Applications: USDA Fire Tender Grant was discussed. T. Hinds expressed concerns regarding the financing of the tender and fire siren. Regarding the USDA Siren grant which is part of the Fire Tender Grant approval was given by Michelle Eis-USDA Rural Development to purchase the siren. The Village will have to pay upfront for the siren but will be partially reimbursed by the grant monies received. Other application from Oconto Electric Cooperative for 2 grants: an Employee Charity grant and a Community Change grant are available. Motion was made by Heise/Marquardt that the Village should apply for the two grants to help pay for the siren. Motion was voted and carried. Clerk Meier reviewed the Bay Lake Regional Plan Commission Technology Assistance grant application which was due January 29, 2021.

Village Code of Ordinance Update: Clerk Meier informed the Finance Committee of the first bill received for the work done from October-December 2020 in the amount of \$4,097. A meeting is scheduled for tomorrow, Wednesday February 10th at 9:30 a.m. to discussion changes and what progress has been made. Brandon Robinson from Bay Lakes Regional Plan Commission will be the representative.

Miscellaneous/General Information/Correspondence: Trustee Marquardt read Larry Belongia's resignation. This item will be added to the Village Board agenda for Monday. Discussion followed regarding filling the vacancy. Clerk reminded the Committee of her vacation in March. Clerk Meier asked

about a rapid COVID test upon return and if the Village would approve the payment of a rapid test. It was the consensus of the Committee to allow the testing to get the Clerk back in the office. Also a schedule will be given to each board member of the days the Deputy Clerk will be in the office while Meier is on vacation. Next meeting is scheduled for Tuesday March 9, 2021 at 8 a.m.

Adjournment: Motion was made by N. Heise/S. Marquardt to adjourn. Motion was voted and carried at 9:21 a.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer