

**Village of Lena**  
**117 E. Main St., Lena, WI 54139**  
**Public Works Minutes**  
**February 15, 2021 10 a.m.**

Meeting was called to order @ 10 a.m.

Roll call: Craig LeFebre, Steve Marquardt and Linda Hinds.

Also present: Larry Shallow, Craig Schuh (by Phone Conference) and Charlene Meier.

Absent: Terry Earley-excused due to water leak.

Approval of agenda: Motion was made by Marquardt/LeFebre to approve the agenda and allow the Chairperson to rearrange as necessary. Motion was voted and carried.

Approval of the minutes from December 9, 2020: Motion was made by Marquardt/LeFebre to approve the minutes from December 9, 2020 as presented. Motion was voted and carried.

Public Comment: High water read at J. Pansier @ 402. W. Main Street was discussed.

Complaints/Concerns for Streets/water/Sewer: No complaints were reported.

Utility Workers Report: The December and January UT report was informational. The current leak by the Lena Lanes was due to the curb stop.

Influent/Effluent Flows YTD: Informational to the Public Works Committee.

Monthly Expenditures for Public Works, Water & Sewer: Informational only.

Salt Containment/Storage Structure: Discussion followed. L. Shallow provide an estimated cost per sq. ft. Size of structure needs to be determined. A suggestion was to have Kelby Cook attend the next meeting. This item will be put out for bids due to the cost.

Downtown, Main Street Light Pole Replacement: Ideas are needed to maybe a fancier style of pole for the downtown area.

Equipment Maintenance/Repairs: Documentation is needed for all maintenance and repairs.

Replacement of Recycling Attendant: This item was referred to the Recycling Committee.

Proposal to Consider Allocating Up To 9 Hours Per Week of Part Time Public Worker from Streets to Recycling Attendant (Temporarily): The Public Works Committee declined this idea.

Duties of the part Time Employee: Nothing to discuss at this time.

Garage Light Fixtures Upgrade: A quote was received from Viking Electric. It was determined that the Fire Department Building will also need to LED lighting. LeFebre is to get an accurate count for the clerk so the lights can be ordered. Motion was made by Marquardt/L. Hinds to purchase 25 LED lights for the

garage/shop. Motion was voted and carried. Marquardt requested and electric comparison/energy savings report.

Village Asset Evaluation for Insurance Purposes: Discussion followed. It was determined to have the Village Insurance Agent at the March meeting and review the values and do a walk-through of each building.

Vehicle Replacement Discussion: Discussion followed regarding purchasing a small truck verse and UTV. Price information is need for the March meeting.

Ayres (By Phone Conference): Craig Schuh-Ayres updated the Committee regarding the facilities plan, ITA/PERF and W. Maple Street.

Miscellaneous/Informational Items Only: An emergency backup plan needs to be created for water/sewer. Other municipalities will be contacted along with Rural Water Association. Next meeting is scheduled for March 9, 2021 @ 9:30 a.m.

Adjournment: Motion was made by Marquardt/LeFebre toa adjourn. Motion was voted and carried at 11:45 a.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer