

Village of Lena
117 E. Main St., Lena, WI 54139
Finance/Personnel & Wage Committee Minutes
December 9, 2020 8 a.m.

Chairperson Terry Hinds called the meeting 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 with noted change that Kaila Vorphal-Vintage Insurance was not available to attend. Motion was voted and carried.

Approval of the minutes from November 10, 2020: Motion was made by Marquardt/Heise to approve the minutes from November 10, 2020 as presented. Motion was voted and carried.

Open Forum: None.

2021 Insurance Review: Tabled.

Health Insurance Policy 2021 Coverages/Premiums: Discussion followed. It was determined to review each of the available insurance plans in September/October 2021 for budgeting purposes.

Financials: Monthly financials were reviewed. Budget transfers: Motion was made by Marquardt/Heise to allow the Village clerk to transfer monies from sewer cash into sewer LGIP to increase the balance to \$9000 by end of December 2020. Motion was voted and carried. Motion was made by Marquardt/Heise to allow the Village clerk to transfer monies from water cash into LGIP water by end of 2020 to have a balance of \$80,000. Motion was voted and carried. It was noted that debt service is an item for review annually and the clerk will add it to the December clerk's duties manual. Worker's Comp Insurance allocations: Motion was made by Hinds/Marquardt to adopt the new allocation rates for 2021 Workers Comp Insurance. Motion was voted and carried. Resolution 2020-14 Annual Carry-Over of Governmental Funds – Motion was made by Marquardt/Heise to recommend to the Village Board for approval Resolution 2020-14 Annual Carry over of Governmental Funds and to note in combination with Village Policy #18. Motion was voted and carried. Determination of the Sludge CD: Motion was made by Hinds/Marquardt to deposit the \$10,607.13 into the sewer system equipment replacement fund #610-00-11115-015-000. Motion was voted and carried. Review of Due to/Due From was tabled until after the 2020 audit.

CVOD 19 Related Grants: Clerk presented 2 worksheets from Route to Recovery and WE CARES grants indicating items that were submitted. Informational only.

Police Squad Update: A bid of \$6425 was accepted by the board for the old squad.

Contract Renewal Listing: Discussion followed regarding the different contracts. The Recycling Agreement with the Town of Lena will be a continuing basis along with the holding tank agreement with Tom Schaal. Marquardt to check the light poles for LED. Cell tower lease will need to be negotiated again possibly at the January meeting. Motion was made by Hinds/Marquardt to present the Contract Renewal Listing to the Village Board. Motion was voted and carried.

Comp Time Carry Over: Terry Earley and Clerk Charlene Meier requested a 40 hour comp carry over for 2021. Motion was made by Marquardt/Heise to all the 40 hour comp carry over for Earley and Meier. Motion was voted and carried.

Tax Roll Additions: Clerk informed the committee of the status of the additions to the tax roll.

Street Pole Replacement Funds Carry-Over: Hinds reported that no new street poles were ordered in 2020. It was decided to carry over the \$4000 into the Street Investment account.

Miscellaneous/General Information/Correspondence: Heise presented a quote from North Creek Custom Cabinet for \$450 for a locked cabinet and storage for the election equipment. Motion was made by Hinds/Marquardt to approve the expense and get the work completed. Motion was voted and carried. Clerk reported that she received an email from Wayne Sleeter-Oconto County Technology Services that we need to update our fire wall at a cost of \$646.80. This item is to place on the Village Board agenda for approval on Monday December 14th. Also new COVID monies are available per Governor Evers for 2021.

Next Meeting Date: Tuesday January 12, 2020 @ 8 a.m.

Adjournment: Motion was made by Marquardt/Heise to adjourn. Motion was voted and carried at 9:31 a.m.

Respectfully submitted,

Charlene J. Meier
Clerk/Treasurer