

Village of Lena
117 E. Main St., Lena, WI 54139
Finance/Personnel & Wage Committee Minutes
February 8, 2022, 8 a.m.

Meeting called to order.

Roll call: Nick Heise, Terry Hinds and Steve Marquardt

Also present: Jodi Marquardt

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

Approval of the minutes from January 11, 2022: Motion by S. Marquardt/N. Heise to approve the minutes from January 11, 2022. Motion voted and carried.

Financials: Monthly financials were presented. No budget transfers needed.

Review Draft of Clerk/Treasurer Job Description: Review of Clerk/Treasurer job description. Motion to forward draft job description for the Clerk/Treasurer position to Village Board for approval at next meeting. Motion voted and carried.

Investment Account Transfer for 2021: Motion by S. Marquardt/T. Hinds to transfer funds from the outlay account to the investment fund account for 2021. Motion voted and carried

Update on Clerk/Treasurer Position: Informational

Miscellaneous/General Information/Correspondence: Informational regarding Bobcat purchase, West Maple Street project, Cold Storage Shed, and Utility Truck upcoming expenses. Next meeting is scheduled for Tuesday, March 8th, 2022, at 8 a.m.

Adjournment: Motion by S. Marquardt/N. Heise to adjourn. Motion voted and carried at 8:23 a.m.

Respectfully submitted,

Jodi A. Marquardt
Clerk/Treasurer